

# FBPTA Update

## Core Competencies and Recommended Curriculum Federal Buildings Personnel Training Act

### Facilities Management Institute

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## Introduction – FBPTA Update

The following is the update to the Core Competencies and Recommended Curriculum of the Federal Buildings Personnel Training Act (FBPTA). This update included the addition of competencies based on GSA priorities and feedback, minor modifications to competencies, and the addition of qualifications reviewed by FMI to expand on the number and breadth of coverage of training.

## Updates to Competencies

The pandemic increased awareness of the importance of ventilation in buildings and GSA's Office of High-Performance Federal Green Buildings is leading an effort to study ventilation rates in GSA buildings. Three competencies were added to increase the knowledge of ventilation, its importance in indoor air quality management, and understanding of proper outdoor air flow rates.

- Demonstrate knowledge of ventilation systems and their components. Additional comments: Including air handling units, outdoor air units, and exhaust fans. Components include dampers, fans, cooling coils, heating coils, and filters.
- Demonstrate understanding of minimum outdoor airflow requirements including relevant standards, the process for establishing minimum outdoor air rates, and procedures for measuring outdoor air flow.
- Demonstrate understanding of the importance of ventilating buildings with outside air on occupant health, comfort, and productivity, including indoor air quality implications and building pressurization.

In addition, to support the Department of State and their efforts internationally to utilize the FBPTA program, GSA added several trade specific competencies.

- Demonstrate knowledge of materials, methods, and the appropriate tools to inspect, maintain, or repair water tanks.
- Demonstrate knowledge of materials, methods, and the appropriate tools to operate, maintain, and repair equipment within water treatment plants.
- Demonstrate knowledge of materials, methods, and the appropriate tools to inspect, clean, and maintain swimming pools.
- Demonstrate knowledge of data collection, interpretation, and troubleshooting of electrical controls related to emergency generators.

- Demonstrate knowledge in operation and maintenance in fuel systems, polisher, filters, etc.
- Demonstrate knowledge in storage, disposal and distribution of fuel.
- Demonstrate knowledge of NFPA 110 and the performance requirements for emergency and standby power systems.
- Demonstrate knowledge of materials, methods, and the appropriate tools to construct, install, finish, repair, and hang objects or structures.
- Demonstrate knowledge of materials, methods, and the appropriate tools to install, maintain, repair, and troubleshoot engines.
- Demonstrate knowledge of battery components, rating, life expectancy, and the materials, methods, and tools to maintain batteries in a safe manner.

## Updates to Qualifications in the Recommended Curriculum

The update to the recommended curriculum includes new qualifications (courses, certificates, and certifications) reviewed by FMI. Each column shows an individual qualification. As in past years, green check marks indicate the qualification addresses the performance in that row. There are several worksheets in the curriculum. The first includes all the advanced credentials. The others show individual course offerings from various providers. The process FMI used to review qualifications is described below. Additional information about individual qualifications and FMI's reviews are available on the scoring sheets posted at [sftool.gov](http://sftool.gov) at [this link](#).

### Qualification review process

In early 2014, FMI launched a process to review qualifications and courses for alignment with the FBPTA core competencies. First, the training provider prepares a [Submission Template](#) explaining the learning objectives and course materials that apply to each FBPTA performance. Facility Engineering Associates, a third-party contractor with expertise in facility management, energy management and building operations, reviews the submission and determines if the submission addresses each performance fully, partially or not at all. FEA and FMI work with the provider to understand and clarify the submission as needed. In the end, FMI and the provider together agree to a final scoring showing the credit the qualification should receive. The scoring sheets for the qualification are then published on [sftool.gov](http://sftool.gov) for public comment. The scoring is adjusted based on the comments if necessary. Qualifications added to the curriculum through this process are considered "FBPTA-Aligned" and address the performances indicated on the recommended curriculum.

## Training resource reviews and results

FMI added 3 new training resources to the Recommended Curriculum. In addition, 50 conference sessions from the Energy Exchange training event in March 2024 were aligned to the Recommended Curriculum. This brings the total FBPTA-Aligned training resources to 678.

The new training resources can be found in the recommended curriculum spreadsheet on the tab highlighted in green and can be identified by the green title block in row 3. The table below shows the # of training aligned this year by provider.

<b>Provider</b>	<b># of Training Resources</b>
IFMA	2
General Service Administration PBS	1
<b>Additional Resources</b>	
Energy Exchange training event (March 2024)	50 training sessions

Table 1 –FBPTA Aligned training resources.

## Implementation actions with federal agencies

FMI continued to work with agencies to further their FBPTA implementation. A methodical process was followed with each agency that allowed them to determine appropriate personnel, set up job-specific competency requirements (position profiles), develop individual professional development plans, and establish a process for long-term agency FBPTA compliance. The process included the following steps:

- Program development
- Gap Analysis
- Training Program

Each agency is working towards a training program that includes utilization of the GSA FBPTA tools to guide the professional development paths of the agency employees. Overall, FBPTA implementation leads to:

- Competency and Proficiency Assessment of Personnel
- Finding the Right Training to Meet Individual and Agency Needs
- Plan for Continual Monitoring and Reporting

## Upcoming program priorities

Given the high priority with the administration of climate literacy, FMI will review and create a list of existing training offerings on operational and embodied carbon targeted to facility and energy managers, evaluate, prioritize the list identifying the most effective training offerings, and invite priority training providers to submit their offerings for alignment with the FBPTA competency model.

Additional priorities include:

- Gathering feedback from federal agencies using the AFM platform to determine improvements needed. Suggested upgrades to AFM to better serve agency needs include.
  - Including ability to modify the competency model to meet the agency's unique competencies needs. Several agencies would like to include their entire facilities workforce that would require adding competencies for operational positions. FMI is able to accommodate this during the FBPTA program process, but the AFM tool currently does not support it.
  - Include testing capability within AFM.
  - Increase reporting capability for agencies within AFM.
  - Complete the alignment of courses within AFM to better serve the program long term.

## Public comment

The FBPTA Update is open for public comment; however, the update will not be edited and reissued after the comment period closes. Any comments received will be considered in the Update. All individual qualifications each went through a public comment period after their initial review and prior to inclusion in the update.

## Conclusion

GSA has continued to pursue engagement with federal agencies, training providers and private industry to maintain the FBPTA competency model and identify new relevant training resources.