

**FORM FOR SCORING OF TRAINING RESOURCE TO FULFILL FEDERAL BUILDING PERSONNEL TRAINING ACT (FBPTA) CORE COMPETENCIES**

The FBPTA requires Federal building personnel to demonstrate compliance with a set of Core Competencies. The General Services Administration (GSA) accepts submissions for courses, certificates, certifications, accreditations, registrations, licenses, and other qualifications that demonstrate alignment with the FBPTA Core Competencies. GSA will post resources that sufficiently map to FBPTA Core Competency requirements on the FMI webpage (www.fmi.gov) and may incorporate them into the Core Competency Web Tool. The Web Tool allows Federal buildings personnel to immediately claim credit for competencies met by completing approved training. FMI and the Core Competency Web Tool help Federal employees identify appropriate training, and allow Federal agencies to share information on training sources. To qualify for consideration, submitters complete this form describing how a specific training resource, certification / accreditation, license or other resource aligns with FBPTA core competencies through AskFMI@gsa.gov.

Initial Review Conducted By: Maria Fara

Initial Review Submission Completion Date: August 30, 2013

Technical Review Conducted By: Doug Yon

Technical Review Submission Completion Date: January 14, 2014

Alignment of Competency with Functional Roles

- Often Aligned with Facility Management roles (24/43 Core Competencies)
- Often Aligned with Building Operations Professional roles (6/43 Core Competencies)
- Often Aligned with Energy Management Role (7/43 Core Competencies)
- Often Aligned with more than one role (6/43 Core Competencies)

**1. Please complete the following for each training course submitted for consideration:**

Training provider:

Provider address information (primary physical location, including address, city, state, zip code):

Provider's primary point of contact for this learning resource (name, primary physical location (if different from provider address information), phone, and email):

Title of this training resource:

Type of training course:

Does this course provide CEUs (Continuing Education Units) and if so, how many and for what occupation or field?

Learning objective(s) associated with this certificate program course:

Delivery method and learning methods (delivery methods may include online instruction, classroom instruction, or other means, and learning methods could include lecture, group work, essay work, quizzes, or other learning activities):

Length of training (in hours):

URL link to information about the training course, content, and/or syllabus:

**2. Review the course objective(s) that have been submitted as being aligned with required FBPTA performance criteria. Review the learning methods in the course that will support that learning objective(s).**

FBPTA Core Competency Area	FBPTA Core Competency	Required FBPTA performance criteria	Based on technical review of learning objectives and skills, does this resource map to the performance criteria?	Initial Review: Are all submission requirements included?	Initial Review: Are descriptions clear and logical?	Initial Review: Are all materials referenced included with the submission?	Technical Review: Learning Objectives Reviewed	Technical Review: Skills Reviewed	Technical Review: Are there any clarifications requested?	If clarification requested, note here	Clarification Response From Provider	Technical Review: Identify other materials submitted	Technical Review: Other Materials Reviewed
		1.1.4.Demonstrate ability to work with Facilities Team to establish practices and procedures.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address the ability to work with Facilities Team to establish practices and procedures. The course is limited to environmental health and does not clearly map to the performance criteria under facilities management for building systems.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, this course is appears to be limited to environmental practices and procedures. Is knowledge of other facilities team activities addressed as required by the broadness of the performance criteria in the context of the core competency for facility and building management?	Overall focus on facility and property professionals managing and developing groups/teams to establish system policies/procedures is offered in the BOMI Managing the Organization course		

1. Management of Facilities O&M	1.1 Management of Building Systems	1.1.7.Demonstrate ability to manage corrective, preventive and predictive maintenance.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address the ability to manage corrective, preventive and predictive maintenance. The course is limited to environmental health and does not clearly map to the performance criteria under facilities management for building systems.	Yes	Yes	Yes	Yes	Yes	Yes	It is not clear that the course addresses the management of various types of maintenance. Is corrective and predictive maintenance methodologies addressed? Is a full range of corrective and preventive maintenance techniques covered along with those that are environmentally related and HVAC-specific? Please clarify if the course addresses all three maintenance strategies. corrective, preventive, and predictive maintenance. Also please clarify if these are addressed only as it relates to environmental issues.	BOMI addresses managing corrective, preventative and predictive maintenance in alignment with specific courses addressing unique systems within the facilities management realm. Examples of courses covering these topics in more depth related to systems would include: Air Handling, Water Treatment & Plumbing Systems; Boilers, Heating Systems and Applied Mathematics; Refrigeration Systems: Electrical Systems and Illumination; Energy Management and Controls.		
		1.1.8.Demonstrate ability to work with Facilities Team to develop emergency procedures for building systems.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address performance criteria for the ability to work with Facilities Team to develop emergency procedures for building systems. The course does not clearly map to the emergency procedural development for building systems.	Yes	Yes	Yes	Yes	Yes	Yes	It is not clear that awareness and understanding of industry and government regulations relating to a facility and worker health and safety; regulation compliance; or the understanding of legal implications and importance of accurate recordkeeping addresses the performance criteria to develop emergency procedures for systems in a building. Also the description of skills/materials is limited to "Emergency Planning." Please clarify if emergency procedures for building systems are covered in the course. Request clarification and submission of course content relevant to the specific performance criteria.	Course does address emergency procedures for building systems in terms of essential elements of viable continuity capability. This includes a discussion of how to protect vital records and information systems. In addition, the course addresses Life Safety and Fire Suppression Systems in terms of the design and establishment of an effective fire prevention plan. Other building system emergency procedures are integrated into BOMI courses for specific systems to include: Air Handling, Water Treatment & Plumbing Systems; Boilers, Heating Systems and Applied Mathematics; Refrigeration Systems: Electrical Systems and Illumination; Energy Management and Controls.		
		1.1.9.Demonstrate knowledge of how to implement disaster recovery plans for building systems as required.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address performance criteria of knowledge how to implement disaster recovery plans for building systems as required. The course does not address disaster recovery plans and, instead, is limited to hazardous waste and fire protections systems as a part of a broader business continuity plan. This does not clearly map to the performance criteria under facilities management for building systems.	Yes	Yes	Yes	Yes	Yes	Yes	It is not clear that understanding business continuity plans address the performance criteria to know how to implement a disaster recovery plan for building systems. Based on the overall course subject matter, it is likely that the emergency planning would mostly focus on business processes and not building systems. Request clarification and submission of course content relevant to the specific performance criterion.	Course addresses disaster recovery plans for hazardous waste and fire protection system as well as communication strategies. Other disaster recover plan procedures are integrated into BOMI courses for specific systems to include: Air Handling, Water Treatment & Plumbing Systems; Boilers, Heating Systems and Applied Mathematics; Refrigeration Systems and Accessories; Electrical Systems and Illumination; Energy Management and Controls.		
	1.3 Management of Building Exterior	1.3.3.Demonstrate ability to evaluate the performance of grounds and exterior elements.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address the ability to evaluate the performance of grounds and building exterior elements. The learning objective is limited to detention ponds in the context of storm water management and does not appear to have an evaluative element. The course does not clearly map to the performance criteria.	Yes	Yes	Yes	Yes	Yes	No				
2. Performance of Facilities O&M	2.3. Operating, Maintaining and Testing Life Safety Systems	2.3.5.Demonstrate knowledge and ability to inspect fire extinguishers.	Yes. Based on the learning objectives and skills/materials covered, the course should cover knowledge and ability to inspect fire extinguishers.	Yes	Yes	Yes	Yes	Yes	Yes				

3. Technology	3.1. Technology Solutions	3.1.10. Demonstrate ability to develop, test, and implement, when necessary, emergency procedures and disaster recovery plans.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address technology aspects of the performance criteria for the development, test, and implementation of emergency procedures and disaster recovery plans. The course does not address disaster recovery plans relating to technology and, instead, reviews requirements for a broader business continuity plan outside of technology. This does not clearly map to the performance criteria under technology solutions.	Yes	Yes	Yes	Yes	Yes	Yes	It is not clear that understanding business continuity plans address the performance criteria related to the technology aspect of emergency procedures and disaster recovery plans. The terminology in the competency is disaster recovery and applies that business continuity planning is the same as disaster recovery. Please confirm this. Request clarification and submission of course content relevant to the specific performance criteria to show that the course covers the ability to develop, test and implement emergency procedures and disaster recovery plans as they relate to supporting technology solutions.	Course addresses implementation of necessary emergency procedures from a high level Business Continuity approach. Other technology focused system emergency procedures and disaster recovery issues are integrated into BOMI courses for specific systems to include: Air Handling, Water Treatment & Plumbing Systems; Boilers, Heating Systems and Applied Mathematics; Refrigeration Systems and Accessories; Electrical Systems and Illumination; Energy Management and Controls.		
4. Energy Management	4.2. Assess Initial Conditions	4.2.1. Demonstrate knowledge of how to perform an Energy Savings Assessment <a href="http://www1.eere.energy.gov/femp/program/om_wgresources.html">http://www1.eere.energy.gov/femp/program/om_wgresources.html</a>	Partial. This course received partial credit because the course provides general knowledge of Energy Savings Assessments. However, as the performance criteria is intended primarily for energy management and assessing initial conditions, it does not sufficiently provide information about how to actually perform an Energy Savings Assessment or perform a utility bill analysis.	Yes	Yes	Yes	Yes	Yes	Yes	It is not clear that discussing the relationship between water conservation, energy usage, and air emissions as a learning objective would be consistent with the performance criteria of a demonstrated knowledge of how to perform an energy savings assessment or understanding of the role of energy audits, energy audit types, or utility billing analysis. Also, the skills/materials offered focus on sustainable initiatives and water conservation strategies. Does the course cover the role of energy audits, the three types of energy audit, and utility bill analysis? Request clarification and related course content relevant to the specific performance criteria.	Course provides a high level overview of purpose and use of energy audits in relation to achieving efficiencies related to HVAC, water and lighting. Also discusses the value of continuous commissioning and outlines the general steps involved in performing an energy audit. Additional content related to energy assessment is provided in BOMI's Energy Management and Controls course.		
	4.3. Commissioning and Energy Savings Performance Contracts (ESPC)	4.3.1. Demonstrate knowledge of all types of Commissioning, the differences between them, and commissioning requirements in laws and Executive Orders.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address the knowledge of commissioning. The course references commissioning in the context of indoor environmental quality and as a part of the LEED process and does not demonstrate full knowledge of all types of commissioning, commissioning requirements in laws, and Executive Orders. The course does not clearly map to the performance criteria.	Yes	Yes	Yes	Yes	Yes	No				
	5.1. Basic Requirements	5.1.1. Complete Department and Agency required Safety training that meets or exceeds the requirements of OSHA, General Industry and/or Construction 10 and 30 hour programs.	No, based on the review of the learning objectives and the skills/materials covered, this course does not offer training that meets or exceeds the requirement of OSHA (General Industry and Construction 10 and 30 hour programs) as required by the performance criteria. A review of OSHA training requirements does not fulfill the performance criteria of the 10 and 30 hour OSHA programs.	Yes	Yes	Yes	Yes	Yes	No				

5. Safety	5.2. Infrastructure	5.2.1.Demonstrate knowledge of control systems for: mold, asbestos, Histoplasmosis, and PCB in transformers.	Yes, based on the review of the learning objectives and the skills/materials covered, the topics listed should include the knowledge of control systems for: mold, asbestos, Histoplasmosis, and PCB in transformers.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, this course is appears to focus on mold and asbestos. Is knowledge of control systems for Histoplasmosis (fungi) and PCB transformers also addressed as required by the performance criteria? Request clarification and course content relevant to these specific performance criteria.	Course focuses on building safety of building personnel in terms of a discussion of mold spores; common mold causes; how to identify fungal problems; assessments and resources to use for identifying fungal issues; methods for controlling mold issues and systems that need to be impacted to overcome mold challenges. The term Histoplasmosis fungi is not specifically stated. Learning objective = Name at least 3 methods to control mold issues in a property and explain how airflow can be adjusted to decrease mold development. Course also addresses radon to include health impacts, testing and resolution strategies. PCBs are discussed in the context of LO 10.10 = Describe Manager's responsibility regarding tenants' hazardous wastes and 2 techniques to mitigate liability. PCBs are defined and common locations/sources identified for facilities; reference is made to EPA website on PCBs		
		5.2.7.Demonstrate the ability to ensure that all building confined spaces are evaluated and marked.	Yes, based on the review of the learning objectives and the skills/materials covered, the topics listed should include the ability to ensure that all building confined spaces are evaluated and marked.	Yes	Yes	Yes	Yes	Yes	No				
	5.3. Program Oversight	5.3.1.Demonstrate knowledge and ability to protect occupants with signs, barriers, fencing; and allow NO renovation of occupied space.	Yes, based on the review of the learning objectives and the skills/materials covered, the topics listed should include the knowledge and ability to protect occupants with signs, barriers, fencing; and allow NO renovation of occupied space.	Yes	Yes	Yes	Yes	Yes	Yes	It is not clear that the learning objectives and the skills/materials covered addresses the protection of occupants with signs, barriers, and fencing, or renovation of occupied space as required by the performance criteria. Instead, the course appears to be limited, focusing on asbestos communications with occupants which involves a signage component specific to asbestos, but fails to address broader requirements of occupant protection communication, barriers, and renovation-prevention. Request clarification and course content relevant to these specific performance criteria.	Course offers a complete chapter (Chapter 6) on OSHA related issues for occupant and worker safety. Topics covered include employer responsibilities to use OSHA to manage safety; inspections; work site hazard assessment and types of hazards/strategies to mitigate; appropriate protective equipment; confined space requirements; training efforts to undertake; communication strategies to include signage		
5.3.2.Demonstrate knowledge of permit system for hot welding work and for confined space work.		Partial. This course received credit because the course provides specific knowledge and ability about permit systems related to confined spaces. However, it does not sufficiently provide information about hot welding work permits.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, only confined space. Is knowledge of the hot welding permit system also addressed as required by the performance criteria? Request clarification and course content relevant to these specific performance criteria.	Course addresses confined spaces under the larger umbrella of LO 6.9 - Identify common hazards requiring OSHA-mandated training. Confined space section covers requirements for confined space vs permit-required confined space. Discusses manager requirements for informing contractors (all contractors not specifically welders), as well as contractor responsibilities to communicate after leaving confined space. Also discusses confined space hazard classifications and what OSHA requires in terms of permitting process			



		5.4.9.Demonstrate knowledge of and ability to manage the documentation of occupant safety and health complaints and their resolution.	Yes, based on the review of the learning objectives and the skills/materials covered, the course should include the knowledge and ability to manage the documentation of occupant safety and health complaints and their resolution.	Yes	Yes	Yes	Yes	Yes	No				
6. Design	6.1. Planning	6.1.5.Demonstrate knowledge of certification systems used by the Federal Government and industry (e.g., Leadership Energy Environmental Design (LEED), Green Globes).	Yes, based on the review of the learning objectives and the skills/materials covered, the topics listed should include the knowledge of certification systems used by the Federal Government and industry.	Yes	Yes	Yes	Yes	Yes	No				
7. Sustainability	7.3. Implementation	7.3.1.Demonstrate knowledge and ability to develop and/or coordinate sustainability-related programs at the building-level.	Partial. This course received credit for three of the six topics covered: building envelope, HVAC systems (called mechanical systems in the course) and electrical systems. From review of the course material, the course does not include content on motors and drives, lighting systems or fuel systems.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, this course is appears to cover waste, water and energy audits. Is knowledge and ability to develop and coordinate the following covered as required by the performance criteria? o A recycling program o A HAZMAT reduction program o A green purchasing program o Alternative transportation and workplace strategies o Sustainability audit and inspection programs Request clarification and course content relevant to these specific performance criteria.	Course discusses the Waste Hierarchy in terms of Sustainable practices. LO 10.1 = List 3 components of the waste hierarchy and explain. Four categories taught in the hierarchy visual include: Reduce, Reuse, Recycle and Dispose. All are discussed in terms of benefits and approaches for implementation. Specific examples for facilities are offered in terms of application. Sustainable discussion is reflected in LO 10.11 = Explain how managers use the waste hierarchy to achieve sustainability and improve the bottom line. Section discusses goals for minimizing waste and strategies on how to use the waste hierarchy to achieve		
8. Water Efficiency	8.1. Regulations, Goals and Best Practices	8.1.1.Demonstrate knowledge of water efficiency principles that are applicable in both the public and private arenas.	Yes, based on the review of the learning objectives and the skills/materials covered, the course should include knowledge of water efficiency principles.	Yes	Yes	Yes	Yes	Yes	No				
10. Business, Budget and Contracting	10.4. Budget Formulation and Execution	10.4.1.Demonstrate ability to develop and manage a project/program budget.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address performance criteria for the ability to develop and manage a project/program budget. The BOMI courses that map to the performance criteria are the BOMI Fundamentals of Facility Management and Facilities Planning and Project Management courses.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, this course is appears to be limited to environmental practices, projects, and programs. Is knowledge of other business, budgeting, and contracting activities addressed as required by the broadness of the performance criteria in the context of the core competency for facility and building management?	The ability to develop and manage a project/program budget is covered in a broader facilities context in BOMI's Fundamentals of Facility Management and Facilities Planning and Project Management courses.		
11. Personnel	11.2. Personnel	11.2.1. Demonstrate knowledge and ability to ensure corporate, life safety, and regulatory compliance.	No, based on the review of the learning objectives and the skills/materials covered, this course does not address performance criteria for the knowledge and ability to ensure corporate, life safety, and regulatory compliance. The BOMI courses that map to the performance criteria are the BOMI Fundamentals of Facility Management and Facilities Planning and Project Management courses.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, this course is appears to be limited to environmental practices, and management systems. Is knowledge of other facility, management, and monitoring activities addressed as required by the broadness of the performance criteria in the context of the core competency for leadership and innovation?	Course thoroughly addresses regulatory issues for EHS practices versus larger corporate level issues. Leadership and innovation issues on a broader scale would be more readily addressed in BOMI's Managing the Organization course and Fundamentals of Facilities Management course.		

11. Leadership and Innovation	11.2.2. Demonstrate knowledge and ability to develop, test and train personnel on emergency systems, plans and procedures.	Yes, based on the review of the learning objectives and the skills/materials covered, the topics listed should include the knowledge and ability to develop and exercise emergency plans fulfilling the leadership and innovation performance criteria for personnel.	Yes	Yes	Yes	Yes	Yes	No				
	11.3. Innovation 11.3.2. Demonstrate knowledge and ability to assess risks and opportunities.	Yes, based on the review of the learning objectives and the skills/materials covered, the topics listed should include the knowledge and ability to assess risks and opportunities.	Yes	Yes	Yes	Yes	Yes	Yes	Based on the review of the learning objectives and the skills/materials covered, this course is appears to be limited to environmental practices, and management systems. Is knowledge and ability to assess other risks and opportunities addressed as required by the broadness of the performance criteria in the context of the core competency for leadership and innovation?	Course does address risk assessment from a global perspective that could be adopted to a broader context for leadership. LO 1.1 = Define risk identification reflects a definition that includes a risk potentially being an individual, entity, operational issue, environmental or property threat/hazard. Discussions include building structure, workforce, tenant, activism, terrorism, man-made/natural disasters. Discussion of tools for creating risk assessment teams and implementing methodologies such as risk matrices, brainstorming etc...offer students with an opportunity to demonstrate knowledge and ability to assess risks and offer innovation/leadership in mitigating or finding new solutions. Additional focus on this area is provided in the BOMI Law and Risk Management course		