



# H&VCA LTD

**Heating & Ventilation Certificated Assessors Ltd**

## ENERGY ASSESSOR – AIR CONDITIONING SYSTEMS

### APPLICATION INSTRUCTION FOR ACCREDITATION OF PRIOR EXPERIENTIAL LEARNING (APEL)

#### Introduction

Applicants for Accreditation of Prior Experiential Learning (APEL) must be able to demonstrate that they have met **all** the knowledge and understanding requirements and performance criteria set out in the relevant Units of the National Occupational Standards (NOS) for Air Conditioning System Energy Assessment at the level for which they are applying.

Prior to completing your application, therefore, you are advised to review your experience and knowledge against the NOS Units which are available from Asset Skills ([www.energy-assessors.org.uk](http://www.energy-assessors.org.uk)) or from HI Certification Ltd free of charge.

#### Criteria

The criteria against which your application will be judged require you to:

- a) Show competent use of the current methodology appropriate to the provision of energy reports
- b) Meet all Performance Criteria set out in the relevant Units of the NOS
- c) Demonstrate that you have all the knowledge and understanding set out in the relevant Units of the NOS

Note: It is also generally expected that applicants will hold a relevant qualification (academic, professional and/or vocational) relating to the energy assessment of air conditioning systems but it is unlikely that this will be a Government-approved qualification such as will be required for the qualification route to accreditation.

Note: Candidates seeking APEL will also be required to comply with all usual Accreditation Scheme requirements (other than those relating to the approved qualification), for example, Professional Indemnity Insurance.

#### Application documents

In order to apply for APEL you will need to submit:

- a) The application form
- b) The APEL template demonstrating how you meet the requirements of the Units of the NOS
- c) Any relevant qualification certificates (see note above)



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- a) A record of relevant Lifelong Learning ideally undertaken over the last 2 years although other highly relevant Lifelong Learning can be submitted
- b) Energy reports with supporting site notes to cover either:
  - Level 1 (Simple Systems for definition see below):  
3 simulated energy reports of Simple Systems including a range of types using TM44 or equivalent
  - Level 2 (Complex systems for definition see below):  
3 energy reports of Complex Systems including a range of types using TM44 or equivalent

Notes: Reports on the energy performance of Air Conditioning systems must have been prepared using the current CIBSE methodology with supporting site notes.

Level 1 Simple/package air-conditioning systems:

- Unitary packaged systems
- Split packaged systems
- Multi-split packaged systems
- Variable refrigerant flow (VRF) systems

Level 2 Complex/central air-conditioning systems:

- Centralised cooled air systems
- Centralised cooled water systems