



Building Operator Certification

Energy Efficiency Through Operator Training



NORTHEAST

BUILDING OPERATOR CERTIFICATION (BOC) is a nationally recognized professional development program for building operators interested in identifying and implementing energy saving opportunities in their facilities. Certification is competency-based and offered at two levels - Level I and II. BOC Level I emphasizes energy efficient building operation and maintenance practices, while BOC Level II emphasizes equipment preventive maintenance and troubleshooting.

WHO SHOULD ATTEND

M&O Managers and Supervisors, Building Engineers, Building Managers, HVAC Technicians, Energy Managers and others in the facilities profession.

CLASS SCHEDULE

BOC Level I is designed for operators with two or more years experience in building operation and maintenance who wish to broaden their knowledge of the total building system. Individuals certified at Level I have demonstrated competence in evaluating their facility's HVAC operation, lighting and electrical system, energy consumption and maintenance status. Level I certification candidates must attend seven classes (56 hours), and successfully complete open book exams and work-site application projects.

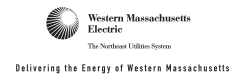
LEVEL I (CLASS SCHEDULE)	GLASTONBURY CT	WESTBORO MA	BREWER ME	WINDSOR LOCKS, CT	WESTWOOD MA
BOC 101 - Building Systems Overview	3/11/08	3/13/08	4/10/08	4/15/08	4/22/08
BOC 107 - Facility Electrical Systems	3/25/08	4/24/08	4/17/08	5/13/08	8/5/08
BOC 102 - Energy Conservation Techniques	4/8/08	4/3/08	5/1/08	4/29/08	5/13/08
BOC 103 A - HVAC Systems and Controls	4/22/08	5/14/08	5/8/08	6/10/08	7/8/08
BOC 103 B - HVAC Systems and Controls	4/23/08	5/15/08	5/9/08	6/11/08	7/9/08
BOC 104 - Efficient Lighting Fundamentals	5/6/08	6/12/08	5/22/08	5/27/08	6/24/08
BOC 105 - Environmental Health & Safety Regulations	5/20/08	7/10/08	6/5/08	6/25/08	6/2/08
BOC 10X - Energy Management Planning	6/10/08	7/24/08	6/19/08	7/9/08	8/20/08

Find more BOC information on the BOC web site: www.theBOC.info/ne

REGISTRATION INFORMATION

The registration fee includes classroom instruction in the full course series of Level I or Level II, a set of course workbooks, project assignments, and certification materials. To register, complete the registration form on the reverse side and fax or mail to the NEEC office.

SPONSORS





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Registration Deadlines:

Level I: Glastonbury, CT 2/26/08	Westboro, MA 2/28/08	Brewer, ME 3/27/08	Windsor Locks, CT 4/1/08	Westwood, MA 4/8/08
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PLEASE COMPLETE ALL THAT APPLY.

I would like to register for the:

- Level I:** Glastonbury Westboro Brewer Windsor Locks Westwood
 Full course series - \$1,275

- Maine Residents:** State Agency fee for registrants residing in Maine – \$450*
 Federal Agency and Private Sector fee for registrants residing in Maine – \$750*
 * Discount provided courtesy of Efficiency Maine

BOC registrants are eligible for tuition rebates from their sponsoring utility or energy efficiency program of \$100 upon earning the BOC credential and \$200 upon submittal of an approved incentive application for an energy efficiency project at their facility. Maximum rebate is \$300

Single class name: _____ Course # _____

- Single classes (\$225/1-day and \$350/2-day).

Enclosed is a check (payable to NEEC) or purchase order or credit card information

Credit Card Payment: Visa MC AMEX

Card #: --- Expiration Date: ____/____ ID # _____

Credit Card Printed Name: _____ Signature: _____

Registrant's Name _____ Title _____

Employer _____

Address _____ City _____ State _____ ZIP _____

Phone _____ Fax _____ E-mail _____

Supervisor's Name _____ Phone _____

Supervisor's E-mail _____ Facility Size (sq. ft.) _____

Utility Company serving your facility (Required – check those that apply)

- Bangor Hydro Electric Bay State Gas Berkshire Gas Cape Light Compact Central Maine Power LIPA
 Maine Public Service National Grid/KeySpan Northeast Utilities NStar Unitil Western Massachusetts Electric
 Other (name) _____

Industry Sector (Check one that applies): Government Military Healthcare Facility Services Education Hospitality
 Manufacturing Municipality Property Management Retail Other (describe): _____

Send registration form and payment to: BOC Program, NEEC • 605 1st Ave., Suite 401 • Seattle, WA 98104
Fax: 206-292-4125 • **Fed ID:** 91-1678969

Questions? Phone: 206-292-4793, ext. 2 • E-mail: tsquillace@comcast.net • Web site: www.theBOC.info

Substitution, Transfer and Cancellation Policy

If you are unable to attend a course for which you have registered, you may substitute another person in your place, or transfer your registration to another date and location without penalty. Call or fax the office for a schedule of other dates and locations. If you opt to cancel your registration, all cancellations must be made in writing. No refunds will be provided for registrations canceled within 3 business days of the first course date. A \$150 service charge will be assessed for registrations canceled less than 15 days prior to the first course date.

