Work Package 1: Qualification and accreditation of independent experts and quality assurance	2005											2006												2007	Personnel Involved
	Jan	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	
Duration 10 months																									
Structure and frame work of workpackage																									LEV / ZRMK
(A) Developing a training seminar for the qualification of independent experts																									
recherche activities of relevant national/regional acteurs [Austria/Styria]																									All
contact to relevant player																									All
contact to the EC group on qualification/training.																									LEV
Training scheme																									All
e-learning																									LEV [All]
knowledge building aspects - for advice																									LEV [All]
knowledge heating systems - for advice																									LEV [All]
calculation method																									LEV [All]
formulas																									LEV [All]
example																									LEV [All]
list of trainers																									All
schedule for training																									All
(B) Implementing one training seminar per country																									
find date																									All
find place																									All
announcement																									All
invitation in Cooperation (mailing list) with																									All
associations of engineers																									All
chamber of commerce																									All
registration																									All
give acces to e-learning site																									LEV
carry out seminar																									All
lecture																									All
calculating example in teams																									All
feed back questionaire																									All
(C) Guidelines for experts certifying the buildings																									
guidelines for calculation method (national)																									LEV / ZRMK
data collection / using which data																									LEV / ZRMK
contents of the certifikate																									LEV / ZRMK
Guidelines for giving advice and recommendations for the building owners																									LEV / ZRMK
Proof of meeting the minimum energy performance requirements																									LEV / ZRMK
Contents of study showing feasibility of alternative energy systems for new buildings																									LEV / ZRMK
checklists for advice / minimum requirement / feasibility RES																									LEV / ZRMK
communication with customers (avoid technical language / terminology)																									LEV / ZRMK
Draft version Task Leader																									LEV / ZRMK
discussion at meeting																									All
adaption																									All
update																									All
(D) Accreditation scheme for independent experts																									
will there e accreditation																									
who will accredit																									
proposal for an accreditation scheme																									LEV [All]
conditions an expert must meet / profile / experience / training done / exam																									LEV [All]
guidelines the expert must follow																									LEV [All]
(E) Implementation procedures and quality assurance																									
define procedures and logistics																									All
activity proposals TaskLeader																									All
For new buildings (and major renovations)																									LEV/ZRMK
Control mechanisms for the energy certificates issued by any expert																									All
Policy issues and nexus to public subsidy activities to improve the energy saving effects																									All
Collection of issued certificates for the evaluation																									All
benchmarks and their regularly updating																									All
establish quality assurance measures																									All
(F) Communication of work package results																									
Communication / discusion with relevant actors																									All
Making guidelines available to experts																									All
discuss the need for further training																									All

One training seminar per country
Proposal for accreditation schemes in Styria and Slovenia
Guidelines for experts certifying the buildings, minimum requirements, updated at the end of the project
List of recommendations for quality control mechanisms
List of suggestions for policy issues and public subsidy activities

12 independent experts trained in the first course in each region