

**Part 1 General**

**1.1 SUMMARY**

- .1 Section Includes.
  - .1 Requirements and procedures for training program, instructors and training materials, for building Energy Monitoring and Control System (EMCS) Work.
- .2 Related Sections.
  - .1 Section 01 33 00 - Submittal Procedures.

**1.2 DEFINITIONS**

- .1 CDL - Control Description Logic.
- .2 For additional information refer to Section 25 90 01.

**1.3 SUBMITTALS**

- .1 Submittals in accordance with Submittal Procedures, supplemented and modified by requirements of this Section.
- .2 Submit training proposal complete with hour-by-hour schedule including brief overview

**1.4 QUALITY ASSURANCE**

- .1 Provide competent instructors thoroughly familiar with aspects of EMCS installed in facility.
- .2 Departmental Representative reserves right to approve instructors.

**1.5 INSTRUCTIONS**

- .1 Provide instruction to designated personnel in adjustment, operation, maintenance and pertinent safety requirements of EMCS installed.
- .2 Training to be project-specific.

**1.6 TIME FOR INSTRUCTION**

- .1 Number of days of instruction to be as specified in this section (1 day = 8 hours including two 15 minute breaks and excluding lunch time).

**1.7 TRAINING MATERIALS**

- .1 Provide equipment, visual and audio aids, and materials for classroom training.
- .2 Supply manual for each trainee, describing in detail data included in each training program.
  - .1 Review contents of manual in detail to explain aspects of operation and maintenance (O&M).

**1.8 TRAINING PROGRAM**

- .1 One half (1/2) day program to begin before 30 day test period at time mutually agreeable to Contractor, Departmental Representative.
  - .1 Train O&M personnel in functional operations and procedures to be employed for system operation.
  - .2 Supplement with on-the-job training during 30 day test period.
  - .3 Include overview of system architecture, communications, operation of computer and peripherals, report generation.

- .4 Include detailed training on operator interface functions for control of mechanical systems, CDL's for each system, and elementary preventive maintenance.

**1.9 ADDITIONAL TRAINING**

- .1 List courses offered by name, duration and approximate cost per person per week. Note courses recommended for training supervisory personnel.

**1.10 MONITORING OF TRAINING**

- .1 Departmental Representative to monitor training program and may modify schedule and content.

**Part 2 Products**

**2.1 NOT USED**

**Part 3 Execution**

**3.1 NOT USED**

**END OF SECTION**