

This is a guidance document with sample specification language intended to be inserted into project specifications on this subject as appropriate to the agency's environmental goals. Certain provisions, where indicated, are required for U.S. federal agency projects. Sample specification language is numbered to clearly distinguish it from advisory or discussion material. Each sample is preceded by identification of the typical location in a specification section where it would appear using the SectionFormat™ of the Construction Specifications Institute; the six digit section number cited is per CSI Masterformat™ 2004 and the five digit section number cited parenthetically is per CSI Masterformat™ 1995.

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SECTION 01 79 11 (SECTION 01821) – ENVIRONMENTAL DEMONSTRATION & TRAINING

SPECIFIER NOTE:

Because the green items may be different from the systems and materials with which the Owner's personnel are familiar, education about the environmental qualities as well as the operation and maintenance requirements may be necessary. Edit to suit location and project.

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes:
 - 1. Administrative and procedural requirements for instructing Owner's personnel on environmental issues associated with operation and maintenance of the facility.

1.2 SUBMITTALS

- A. Instruction Program: Submit **[two] [xxxxxx]** copies of outline of instructional program for demonstration and training, including a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.
 - 1. At completion of training, submit **[one] [xxxxxx]** complete training manual[s] for Owner's use.
- B. Instructors' Qualification Data: For firms and persons, submit reference data to demonstrate their capabilities and experience.
- C. Attendance Record: For each training module, submit list of participants and length of instruction time.
- D. Evaluations: For each participant and for each training module, submit results and documentation of performance-based test.

1.3 QUALITY ASSURANCE

- A. Instructor Qualifications: A firm or individual experienced in providing training or education similar in content and extent to that indicated for this Project.
- B. Coordination:
 - 1. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations.
 - 2. Coordinate instruction with demonstration and training of general building systems.
 - 3. Coordinate with commissioning requirements. Refer to Section 01 91 00 (01810) – Commissioning.

4. Coordinate with Integrated Pest Management requirements. Refer to Section 10 81 50 (10295) – Integrated Pest Management (IPM) and the approved IPM plan.

PART 2 – PRODUCTS

2.1 INSTRUCTION PROGRAM

- A. Program Structure: Develop an instruction program that includes the following topics:
 1. Overview of environmental issues related to the building industry.
 2. Overview of environmental issues related to the Project.
 3. Review of site specific procedures and management plans implemented during construction:
 - a. 01 41 00 (01411) –Regulatory Requirements
 - b. 01 57 19.11 (01352) – Indoor Air Quality (IAQ) Management
 - c. 01 57 19.12 (01353) - Noise & Acoustics Management
 - d. 01 57 19.13 (01354) – Environmental Management
 - e. 01 74 19 (01351) – Construction Waste Management
 4. Review of site specific procedures and management plans to be implemented during operation and maintenance.
 - a. Section 10 81 50 (10295) – Integrated Pest Management (IPM).
 - b. Include review of environmentally-related aspects of the Operations and Maintenance Manual.
- B. Training Modules: Develop a learning objective and teaching outline for each topic in the Program Structure. Include a description of specific skills and knowledge that participant is expected to acquire.

PART 3 - EXECUTION

3.1 INSTRUCTION

- A. Scheduling: Provide instruction at time[**s**] at mutually agreeable.
- B. Evaluation: At conclusion of each training module, assess and document each participant's understanding of module by use of [**an oral**] [**a written**] [**a demonstration**] performance-based test.

END OF SECTION