

FREQUENTLY ASKED QUESTIONS ON CERTIFIED GREEN MARK MANAGER / GREEN MARK PROFESSIONAL / GREEN MARK FACILITIES MANAGER

ABOUT THE SCHEME

Q1: If I would like to attend the Certification Course for Green Mark Manager/ Green Mark Professional / Green Mark Facilities Manager, how should I go about it?

A1: For course details and other related enquiries, please refer to www.bcaa.edu.sg or call BCA Academy at 6248 9999.

Q2: What are the differences in the Certification Course for Green Mark Manager, Certification Course for Green Mark Professional and Certification Course for Green Mark Facility Managers?

A2: The Government's commitment to adopt BCA Green Mark certification for new buildings will drive the demand for Green Buildings in Singapore. As the number of green buildings increases, the industry will see a need to have more competent specialists to design, construct, manage and maintain specialised green facilities and services. It is also essential to build up the industry capability and capacity in these areas.

To meet the industry's needs, BCA Academy offers concise training programmes to equip professionals in niche areas of specialisation for continued professional development and industry recognition.

They include:

- Certification Course for Green Mark Manger
- Certification Course for Green Mark Professional
- Certification Course for Green Mark Facility Manager

Certification Course for Green Mark Manager (4½ days)

This 4½ days programme focuses on the regulatory framework on environmental sustainability, the Green Mark assessment system and underlying performance standards, green technologies, integration of passive designs and co-operation between disciplines in the design.

At the end of the course, participants will be able to:

- Gain a better understanding of Green Mark legislation criteria and framework
- Apply Green Mark criteria in the earlier life of project and compute assessment score
- Facilitate an integrated design and verify compliance to Green Mark standards
- Conduct cost-benefit analysis of options, explore innovative solutions to enhance scores
- Co-ordinate the documentation process necessary for smooth certification and implementation

This programme is suitable for architects, mechanical & electrical engineers, project managers, developers and building owners, and others responsible for the design and construction of green buildings.

Certification Course for Green Mark Professional (25½ days)

This is an advanced programme for individuals seeking BCA's Green Mark Professional certification. It is designed to provide an in-depth knowledge of a wide variety of subjects, green building technologies and familiarise on the use of building simulation tools to predict building performance. It is offered as a series of short modules. Participants are required to complete 6 core modules and 3 elective modules.

6 core modules (Compulsory)

- Certification Course for Green Mark Manager
- Energy Efficient Air-Conditioning for Commercial Buildings
- Energy Management & Audit
- Building Energy Modeling & Thermal Simulation
- Solar Modeling
- Efficient Building Envelope Design, ETTV & RETV

Elective Modules (Select any 3)

- Efficient Eco-Lighting Design for Buildings
- IAQ Solutions for Sustainable Buildings
- Maximising Green Design through Building Automation
- Passive Building Designs for Natural Ventilation
- Green Architecture & the Integrated Design Process
- Energy Efficiency & Efficient Drives
- Sustainable Acoustics
- CFD Modeling for Natural Ventilation

It is noteworthy to highlight that the 4½ days Certification Course for Green Mark Manager is one of the core modules in the Certification Course for Green Mark Professional. The Certification Course for GMP programme is suitable for architects, mechanical & electrical engineers, and other built environment designers responsible for the design and construction of high performance green buildings.

Certification Course for Green Mark Facility Manager (42 hours)

This programme is meant to equip facilities managers with the knowledge and skills to implement sustainable improvement practices and technology in an existing building to reduce its environmental impact over its functional life cycle. The course will also explain in greater detailed the Green Mark for Existing Building and Office Interior technical assessment criteria and specific requirements that facility managers should know to successfully manage projects for Green Mark certification and re-certification.

At the end of the course, participants will be able to:

- Understand the GM Criteria for Existing Buildings and Office Interior including Baselines, Scores and the GM Assessment Process
- Implement Practical Strategies and Solutions to Maximise Energy
- Water, Indoor Environment Quality, and Waste Reduction in Buildings
- Adopt a Life-Cycle Cost Approach in Budgeting and Procurement
- Review and Implement Sustainable Practices during Refurbishment
- O&M, Green Procurement, and Leasing of Premises
- Compare Energy Norms with Existing Energy Consumption Levels
- Facilitate and Manage Existing Buildings or Office Interior for GM
- Certification and/or GM Re-Certification

This programme is suitable for developers and building owners, facilities and operational managers, managing agents as well as architects and engineers.

Q3: Do I still need to apply to be a Certified Green Mark Manager (GMM)/ Green Mark Professional (GMP)/ Green Mark Facilities Manager (GMFM) after successful completion of the relevant courses?

A3: Yes. Successful completion of the course does not mean that you become a Certified GMM/ GMP/ GMFM automatically. As the Certified GMM/ GMP/ GMFM Scheme is to accord recognition to professionals who have attained a good foundation and knowledge and has the professional capacity to give advice in the designing, constructing and maintaining of environmental-friendly buildings, we accord stringent criteria to screen through all applications to ensure the high standard of all Certified GMM/ GMP/ GMFMs.

Q4: What are the requirements for the application of Certified GMM/ GMP/ GMFM?

A4: The basic criteria for the application of Certified GMM/ GMP/ GMFM are as tabulated.

Criteria	GMM and GMFM	GMP
Entry requirements	Applicants should possess an engineering or a building related degree with at least 3 years of relevant experience or 5 years for diploma holders.	Applicants should possess an engineering or a building related degree with at least 5 years of relevant experience.
Attended and passed the course	Certification Course for GMFM (6 days) Certification Course for GMM (4½ days)	Certification Course for Green Mark Professional (25½ days)
Complete Green Mark project assessment at point of application*	GMM: ONE Green Mark Gold project for buildings OR TWO Green Mark Gold project for non-buildings (e.g. office interior and parks) GMFM: Provide evidence of involvement in sustainable practices related to Operation & Maintenance and/or GM(EB) projects for at least ONE project	ONE Green Mark Gold ^{PLUS} for buildings OR TWO Green Mark Gold ^{PLUS} project for non-buildings (e.g. office interior, parks)

*The Green Mark project assessment should be completed within 2 years from point of GMM/GMFM/GMP application.

Please refer to the criteria listed at http://www.bca.gov.sg/GreenMark/gm_manager.html for the application details and application form.

Please ensure that **ALL** the basic criteria are met before submitting the application form and ensure that all sections are completed.

Q5: Can I take up the Certification Course for Green Mark Manager, even if I do not wish to be a Certified Green Mark Manager?

A5: Yes, you can attend the Certification Course for Green Mark Manager even if you do not wish to be a Certified Green Mark Manager. The multi-faceted course will be beneficial for general development as it provides an overview to the topic of green building design and technologies.

In such instances, you can choose to opt out of the end-of-course assessments, which takes place in the form of a multiple choice examination and small group presentation.

Q6: Can I be exempted from certain modules of the GMFM course if I had previously completed the GMM course successfully?

A6: No. However, if you have previously passed the GMM course, you are exempted from the small group presentation for the end-of-course assessment for GMFM. Nevertheless, you are still required to sit for the multiple choice examination for GMFM in order to successfully complete the GMFM course.

The reverse is also true for GMFM participants who had previously passed the GMFM course. You will be exempted from the small group presentation for the end-of-course assessment for GMM.

Q7: Why is an endorsement/ testimonial letter from Client required as one of the supporting documents in the application of the Certified GMM/ GMP/ GMFM?

A7: We require the applicant to show evidence that he has been directly involved in the project and has provided design solutions and enhancement to the project that has led to the achievement of the Green Mark rating. We believe the Client would be in the best position to provide such an endorsement/ testimonial letter. Endorsement/ testimonial letter from other parties would be considered on a case-by-case basis.

This endorsement letter should include the following information:

- Role of the applicant in the project team
- Contribution/ efforts in the project team leading to the Green Mark Award for the project.

Q8: Can a non-engineering or building-related degree/ diploma be considered as a basic application?

A8: Applicants should possess either an engineering or a building-related degree with at least 3 years of relevant experience, or 5 years of relevant experience for diploma holders. We accept both local and foreign qualifications but advise you to check with us when in doubt for the latter.

Most of the successful Certified GMM/ GMP/ GMFM applicants have the following qualifications on top of having the relevant working experience. Some of the more common qualifications that we have seen are as listed.

Master of Architecture
Master in Building Science
Master of Science (Building)
Master of Science in Building Engineering
Master of Science (International Construction Management)
Master of Science (Project Management)
Master of Science (Real Estate)
Master of Engineering (Civil Engineering)
Master of Engineering Science (Refrigeration & Air-con)

Bachelor of Architecture
Bachelor of Arts (Architecture)
Bachelor in Building Services

Bachelor of Science in Quantity Surveying
Bachelor in Engineering (Civil)
Bachelor in Engineering (Electrical)
Bachelor in Engineering (Mechanical)
Bachelor in Engineering (Electronic)
Bachelor of Science (Electrical & Electronic Engineering)
Bachelor in Engineering (Mechanical & Production Engineering)
Bachelor of Science (Environmental Engineering)
Bachelor of Applied Science

Graduate Diploma in Project and Facilities Management
Post Graduate Diploma (Construction Management)
Higher Diploma in Building Services

Diploma in Architecture Technology
Diploma in Building
Diploma in Civil Engineering
Diploma in Electrical Engineering
Diploma in Mechanical Engineering
Diploma in Electronics, Electrical & Communications Engineering
Diploma in Electronics & Communication Engineering
Technical Diploma in Building
Diploma in Ornamental Horticulture and Garden Design

If you do not have an engineering or building-related degree/ diploma, we can consider your application on a case-by-case basis if you have at least 5 years of relevant post working experience.

Q9: If I do not have a Green Mark Project to meet the Certification Requirements for GMM/ GMP/ GMFM, can BCA help me to find one?

A9: No, BCA does not facilitate the arrangement of projects for applicants. Thus, it is important that applicants consider this aspect before signing up for the course. BCA do not have a timeline for applicants to seek Certification upon completion for the course. However, we do require the Green Mark project (submitted as part of the basic application criteria) to be completed within 2 years from the point of your application. Please refer to A4 above for the basic application criteria for Certified GMM/ GMP/ GMFM.

Q10: How long is the processing time for application of certification?

A10: Approximately 4 – 6 weeks, if all documents submitted are complete and in order.

Q11: What can I look forward to upon getting successful certification as a GMM/ GMP/ GMFM?

A11: To encourage recognition and involvement, projects with one principal member that is either a Certified GMM/ GMFM can earn one point towards the Green Mark scoring for the project. Those projects with one principal member that is a Certified GMP can look forward to earning two points. Please note that this is the current requirement under Green Mark for New Buildings (Version 3.0). Under Green Mark for New Buildings (Version 4.0), the points awarded have been adjusted to 0.5 points for Certified GMM/ GMFM and 1 point for Certified GMP. Please refer to the respective Green Mark criteria for the scoring methodology.

Q12: Will I be allowed to use the title of “Certified GMM/ GMP/ GMFM” or print the Green Mark logo on my business card?

A12: To give further recognition to green collared professionals, we have recently relaxed the ruling of the usage of the title of Certified GMM/ GMP/ GMFM in your business card. You are now permitted to print the relevant title on your business card as long as your application for Certified GMM/ GMP/ GMFM has been endorsed by BCA. The wordings of the title to be printed on your business card have to strictly adhere to either “Certified GMM” or “Certified GMFM” or “Certified GMP”; in accordance to the certificate you have been awarded.

Do note that usage of the Green Mark logo is only limited to Green Mark projects that have been successfully awarded the Green Mark rating and does not apply to individuals. Please refer to http://www.bca.gov.sg/GreenMark/others/TC_logo.pdf for the terms and conditions governing the usage of the Green Mark logo.

Q13: When can one start counting relevant experience from? Is it after the passing of GMM/GMP/GMFM course?

A13: No, work experience accumulates from the day you start the relevant job.

MAINTAINING CERTIFICATION

Q14: Is there a validity period for my Certification?

A14: We have recently relaxed the renewal criteria for Certification. Certified GMM/ GMFM will now be granted lifetime validity.

However, to maintain high standards of professional competency, the validity period of the Certified GMP will still be granted on a 3-yearly basis. For GMP Certification renewal, the applicant is required to complete (within 3 years) at the point of renewal of application:

- i) Two Green Mark Gold ^{PLUS} projects or
- ii) One Green Mark Gold ^{PLUS} project + 30 hours of green-related training

Attendance at green-related trainings are to be backed up by certificate of attendance showing dates/ no. of hours of courses and brief course content.

You are required to submit a fresh application for GMP Certification renewal. The same application form for new applications is to be used.