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November 11, 2019

Veronica Olvera
Compliance and Enforcement Unit
California Energy Commission
1516 Ninth Street
Sacramento, CA 95814

Subject: CALCTP Responses to October 10, 2019 Letter

Dear Ms. Olvera:

ICF International, in its capacity as program administrator for the California Advanced Lighting Controls Training Program (CALCTP), is submitting responses to the questions raised by California Energy Commission (CEC) staff.

Curriculum related materials were sent to dockets. We look forward to your review and approval of our application.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Mark V. Ouellette

Mark V. Ouellette
Senior Program Manager

Enclosure/Attachment:

cc: Joe Loyer, CEC Compliance and Enforcement Unit

Bernie Kotlier

Tom Enslow

Doug Avery

In order to proceed, the following is needed from CALCTP

- 1. Provide additional information in the 2019 update report about the ATT and ATE recertification training courses.**
 - a. Will the courses be offered online, in-person, or both?**
 - b. How long is the training estimated to be?**
 - c. What is the deadline CALCTP is setting for all ATTs and ATEs to be recertified?**

CALCTP has made no changes to its recertification format since 2016. In response to the questions:

- a. ATT and ATEs will have the option to take recertification courses online or in-person.
- b. The recertification training is timed to be at least 4 hours in length for both the ATT and the ATE courses
- c. ATTs and ATEs will need to be certified within 6 months. Until they complete the required recertification ATTs and ATEs will be unable to access the online 2019 acceptance test forms.

- 2. Revise the training materials per the staff feedback provided in Attachment 1 to this letter.**

Training material revisions were addressed and submitted to dockets under a separate cover.

- 3. Report all changes to the training materials in the 2019 update report in order to satisfy amendment scope requirements in §10-103.1 (f) 1. The update report currently only reports the amendments made to address the 2019 regulatory changed called out in the expectations letter (dated January 17, 2019).**
 - a. Attachment 2 to this letter summarizes the undocumented amendments that staff encountered during the review process. Any undocumented amendments not found by staff or made as a result of this communication also need to be reported.**
 - b. The additional changes may be reported individually or grouped together, as long as it is clear what was changed and why. For example, it would be acceptable to provide a general description about slides being modified to clarify a certain requirement as long as the specific slides affected are called out.**

The changes identified in attachment 2 do not make any substantive changes to CALCTP's application. Per the applicable 2016 Section 10-103.1 (f)(A), these changes are hereby submitted to the Energy Commission as an addendum to the application.

- 4. Per our phone conversation on September 27, indicate in the update report that CALCTP is removing the proposed amendment to allow prospective ATTs to the Lighting Controls Systems Course online from the 2019 update report.**

As discussed and sent via email on October 21st the proposed amendment has been deleted from the 2019 Update Report.