

DOCKETED

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Project Title:	Acceptance and Training Certification
TN #:	214575
Document Title:	NLCAA Annual Report for 2016
Description:	NLCAA annual report for 2016 with counties that NLCAA employers have performed testing
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ATTCP Annual Report

The present report corresponds to the second period as ATTCP during the dates of November 2015 to October 2016.

November 10, 2016 addressing the following:

- **Locations of acceptance test performed by county**
 - NLCAA project software has the counties that the acceptance test was performed.
- **Administrative Action** (There were no disciplinary action taken for this year annual report) There were minor corrections which were addressed to the respective employer and test technician.
 - **NLCAA policy**
 - An initial audit form is required for first acceptance test performed. Both the employer and test technician fill out a 9-page audit form. They review their first test to better understand their responsibility, via an audit form.
 - NLCAA staff reviews each audit to determine if the answers correspond to Energy Code requirements.
 - If the forms are not satisfactory, NLCAA may request to have a desk review.
 - NLCAA staff opens the project acceptance test and reviews entries.
 - NLCAA sends via email corrective action to improve their testing
 - **Field Audits**
 - A mandatory field audit is performed on the twelfth project of the acceptance test technician. NLCAA sends an email to the test technician, employer, and designed field auditor. Together they coordinate the dates and times for a field audit. The field auditor visits the project to review the lighting controls operation. If the field inspection fails for minor issues, the ATT is required to perform a field inspection on the next twelfth test. If the field inspection passes the next field inspection will be the 25th project. If the field inspection shows testing was not performed. NLCAA will generate a formal complaint and will proceed to possible disciplinary action

- **Random Field Audit performed**

• 2016	• Passed	• Failed
• 13	• 13	• 0

- **Notes:**

- NLCAA analysis of the random filed audit has determine that continual review of procedures should be provided by quarterly updates.

Acceptance Test Technicians

Activity	2014	2015	2016
Acceptance Test Technicians certified during the reporting period	11	100	66
Acceptance Test Technicians certified since July 1st 2014	11	111	176
Acceptance Test Technicians currently under certification of NLCAA	11	111	176
Acceptance Test Technicians with certifications revoked during the reporting period	0	0	0
Acceptance Test Technicians with certifications surrendered during the reporting period	0	0	0
Acceptance Test Technicians with certifications under suspension on last day of the reporting period	0	0	0
Total of Acceptance Test Technicians	177		

Acceptance Test Technicians under NLCAA certificate.

<https://www.nlcaa.org/atts>

Acceptance Test Employers

Activity	2014	2015	2016
Acceptance Test Employers certified during the reporting period	16	61	20
Acceptance Test Employers certified since July 1st 2014	16	78	97
Acceptance Test Employers currently under certification of NLCAA	16	78	97
Acceptance Test Employers with certifications revoked during the reporting period	0	0	0
Acceptance Test Employers with certifications surrendered during the reporting period	0	0	0
Acceptance Test Employers with certifications under suspension on last day of the reporting period	0	0	0
Total of Acceptance Test Employers		97	

Acceptance Test Employers under NLCAA certificate.

<https://www.nlcaa.org/contractors>

Initial mandatory audit form

Acceptance Testing Technicians and their employer on their first acceptance test must fill out a nine page audit form and upload it to our software) NLCAA reviews the completed forms to see if there is any answer to the question that may indicate a lack of understanding on testing procedures. If there is an issue we email them back for further explanation or clarification. The intent is to help both employer and technician adhere to current requirements.

Number of testing performed

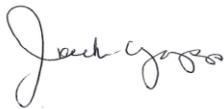
Total of testing performed by Test Technicians	1194
Total of testing completed	934
Total of testing uncompleted	260

*November 10, 2016

Project performed during the NLCAA certified provider by county.

County	# of Projects
--	117
Alameda	42
Kern	1
Kings	2
Lassen	1
Los Angeles	305
Amador	1
Mendocino	1
Monterey	2
Napa	5
Nevada	2
Orange	72
Placer	4
Riverside	25
Sacramento	28
San Benito	1
San Bernardino	10
San Diego	132
San Francisco	19
San Joaquin	38
San Luis Obispo	3
San Mateo	28
Santa Barbara	3
Santa Clara	279
Santa Cruz	3
Shasta	2
Solano	3
Sonoma	1
Stanislaus	1
Tulare	7

Requirements for ATTCPs to Provide Annual Reports. The ATTCP shall provide an annual report to the Energy Commission summarizing the certification services provided over the reporting period, including the total number of Acceptance Test Technicians and Employers certified by the ATTCP (a) during the reporting period and (b) to date. The ATTCP shall report to the Energy Commission what adjustments have been made to the training curricula, if any, to address changes to the Building Energy Efficiency Standards Acceptance Testing requirements, adopted updates to the Building Energy Efficiency Standards or to ensure training is reflective of the variety of lighting controls that are currently encountered in the field, no less than six months prior to the effective date of any newly adopted, or amendment to existing, Building Energy Efficiency Standards. All required reports shall contain a signed certification that the ATTCP has met all requirements for this program.



Vice President of Training



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