

ASHRAE Building Commissioning Professional (BCxP) Certification
Exam Blueprint

<i>Domain</i>	<i>Weight</i>	<i>Questions</i>
1. Managing Commissioning Projects	15%	18
A. Identify the scope of the project	3%	3
B. Manage a commissioning team	2%	3
C. Manage a commissioning budget	2%	2
D. Define building systems in the commissioning scope	2%	3
E. Monitor the construction/project schedule for commissioning	2%	2
F. Participate in applicable project meetings (e.g. OAC (Owner Architect Contractor), preinstallation)	1%	2
G. Verify the completion of scope	3%	3
2. Preparing Commissioning Documentation	20%	24
A. Create commissioning specifications	2%	2
B. Develop the commissioning plan	2%	2
C. Submit commissioning activities for schedule integration	2%	2
D. Create system/equipment list	2%	2
E. Create issues log	3%	3
F. Document commissioning meetings	1%	2
G. Create checklists	1%	2
H. Create commissioning test procedures	3%	4
I. Create commissioning reports	2%	3
J. Document end of warranty review process	1%	1
K. Create facility operations documents (e.g. facility guide, systems manual)	1%	1
3. Conducting Commissioning Activities	23%	28
A. Support the owner's project requirements or current facility requirements development	2%	3
B. Maintain commissioning plan	2%	2
C. Review project documents including feedback	3%	3
D. Manage commissioning activities for all phases	3%	4

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E. Facilitate the collection and documentation of checklists	2%	3
F. Witness commissioning test procedures	4%	5
G. Track issues and resolution log	4%	5
H. Facilitate commissioning meetings	3%	3
4. Support Closeout Activities	6%	7
A. Document that the owner's training requirements are met	1%	2
B. Disseminate training requirements and documentation	1%	1
C. Provide feedback on the contractor's training plan (e.g., agendas, materials, trainer qualifications and records)	1%	1
D. Incorporate third party testing documentation into commissioning report	1%	1
E. Review the contractor's turnover package deliverables (e.g., O&M manuals, record documents, warranty)	2%	2
5. Post-Occupancy Operation Phase Activities	6%	7
A. Evaluate building performance (e.g. utilities, indoor environmental quality, trend data)	1%	1
B. Facilitate seasonal or deferred testing	1%	1
C. Support troubleshooting facility issues	1%	2
D. Facilitate end of warranty meeting	1%	1
E. Support facilities staff with how to operate major equipment and systems	1%	1
F. Update final commissioning report	1%	1
6. Conducting Existing Building Commissioning (EBCx)	23%	28
A. Analyze facility documents (e.g., utility bills, current facility requirements)	2%	2
B. Establish the scope of project	2%	3
C. Facilitate current facility requirements	2%	2
D. Prepare EBCx Plan	2%	2
E. Conduct site investigation activities	2%	3
F. Conduct system testing	3%	4

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G. Recommend corrective measures and improvements	3%	3
H. Oversee implementation of corrective measures and improvements	2%	2
I. Conduct performance verification	2%	3
J. Prepare EBCx reports	2%	2
K. Conduct training	1%	2
7. Conducting Ongoing Commissioning	7%	8
A. Develop ongoing commissioning plan	1%	1
B. Evaluate building performance	2%	2
C. Develop recommended corrective actions or improvements	2%	2
D. Oversee implementation of corrective actions or improvements	1%	1
E. Provide ongoing commissioning report(s)	1%	2