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TRAINING COURSE

MODULE 4

Managing and Documenting LEED Testing, Commissioning and Project Handover Processes

 **2 X 4 HOURS**
two sessions

 **LAUNCH DATE**
7 - 8 Sept 2026

 **HRDC**
refundable

 **To Be MQA**
approved

 **MUR 12,000**
per participant



ALL FEES INCLUDE

- Participant guidance notes
- Sample LEED compliance templates
- Practical workshop exercises
- Certificate of participation

100% DEPOSIT

required on booking confirmation

Duration	Topics	Duration	Topics
45	Contractor responsibilities during commissioning	40	Pre-functional checklists
55	Functional performance testing	55	Testing, Adjusting and Balancing (TAB)
50	Commissioning documentation	55	O&M manuals
35	Training records	30	Warranties
45	As-built documentation	35	Water and energy meter records
35	Practical commissioning exercises		

OBJECTIVES

- Understand the purpose and benefits of commissioning.
- Prepare documentation required for testing and commissioning.
- Compile project close-out documentation including O&M manuals, warranties and as-built drawings.
- Identify contractor responsibilities during commissioning activities.
- Understand the relationship between commissioning, TAB and building performance.
- Support successful project handover and occupancy.

WHO SHOULD ATTEND

- Main & MEP Contractors
- Site Managers & Supervisors
- Project Engineers & QA/QC Staff
- Client-side project staff

WHAT IS INCLUDED

- Training presentation materials
- Participant guidance notes
- Sample LEED compliance templates
- Practical workshop exercises
- Certificate of participation

TRAINERS

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Enquiries & Registration:

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