

# The European Commission's science and knowledge service

Joint Research Centre

## Webinar: Getting started with Level(s)

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**11<sup>th</sup> October 2018**



# Getting started with Level(s)

## Agenda

1. The [helpdesk](#) and the types of queries that you may have,
2. The [Level\(s\) documentation](#) and how it can be used,
3. The [common reporting format](#) and how it works,
4. The [EU survey](#) and how to use it,
5. Future [webinars](#) that are planned and views on possible topics,
6. The [CIRCA discussion platform](#) and how you can take part,
7. The [1<sup>st</sup> Level\(s\) conference](#) planned for December 2018

# Profile of the Level(s) testers

More than 120 registrations at close of registration

- 62 residential building tests
  - 45 new build, 17 major renovations
- 57 Office building tests, 16 major renovations
  - 41 new build, 16 major renovations

EU area	Residential	Office
North	18	18
East	5	4
West	23	19
South	16	16

# Technical support package provided by JRC

Working with DG Environment to **support** test users of Level(s)

- ✓ **Common reporting** format
- ✓ **Technical support** service
- ✓ **Sharing and learning** from experience

Comprehensive programme of high quality support during **2018** and **2019**

# 1. Technical helpdesk service

Helpdesk service responding to technical queries from testers  
[jrc-b5-levels@ec.europa.eu](mailto:jrc-b5-levels@ec.europa.eu)

- ✓ Email service with timely response
- ✓ Queries relating to technical content:
  - Interpretation of Level(s) documentation
  - Where to find tools and data
  - Use of reference standards
  - Point out any errors or inconsistencies
- ✓ Substantial similar queries -> webinar topic

Does not provide individual technical and project specific solutions

Please try and group together your queries!

## 2. Level(s) documentation

The main documentation **will not be directly updated** during the Beta testing phase

Instead, separate updates will be provided on a **transparent** and **ad hoc** basis:

What happens if there is a **correction needed** or **updated reference**?

✓ **Technical note** will be issued

What happens if there is a **new software tool** or **database identified**?

✓ **Dynamic list** available on JRC website will be updated

Updates will be posted **here**:

[http://susproc.jrc.ec.europa.eu/Efficient\\_Buildings/documents.html](http://susproc.jrc.ec.europa.eu/Efficient_Buildings/documents.html)

# 3. Common reporting format

Excel spreadsheet version of the suggested reporting formats you can find in the Level(s) part 3 documentation

What it does

- ✓ Provides ready-made reporting of results according to the suggested format
- ✓ Calculation of indicator 6.2 ratings

What it doesn't do

- ✓ Makes the calculations required to generate a result

Updates may be made based on errors or problems identified by Level(s) testers

## 4. Level(s) EU Survey

**Aim:** to obtain feedback on three key aspects of your project 's test of Level(s):

- How useful was Level(s) for assessing the buildings performance?
- How did the design of Level(s) support the process of making the assessment?
- How user friendly were the selected indicators and life cycle tools, together with their supporting guidance?

**Before completing the survey:** we recommend reviewing the questions with the project team in order to gather the experience and feedback of the whole team.

You will shortly receive the [official link and password](#). Testers must submit via EU Survey by **30<sup>th</sup> September 2019**.



# 5. Webinar programme

Topics that **generate a lot of enquiries** will be the subject of targeted webinars for testers

- ✓ Content designed to provide **practical** support
- ✓ Driven by **implementation issues**
- ✓ **Webinar notes** will report the outcomes of discussions

3-4 webinars/year planned in **2018** and **2019**, depending on demand

# Forthcoming webinars

## Indicator 1.2 Life cycle Global Warming Potential (GWP)

Tuesday 6<sup>th</sup> November 2018, 11:00 – 12:30 CET

Topics:

- **The Level(s) guidance:** the different levels users can work at, and also the simplified calculation options for people getting started (JRC)
- **The basic steps in making a life cycle GWP calculation,** starting with the BoQ or BIM dataset, selection of boundary/scope and then how to link up the building data with CO<sub>2</sub> factors
- **The options available for data, CO<sub>2</sub> factors and calculators** in example Member States – suggested as Finland, Spain, Italy, Slovenia, Poland.
- **Advanced options for modelling life cycle GWP,** including the Level(s) 2.2 life cycle scenarios - design for deconstruction and adaptability

# 6. CIRCABC Test phase web forum

An EU platform for participants to **share experiences and information** in relation to specific topics

Discussion forums may be **initiated**:

- ✓ by **JRC** following survey, helpdesk and webinar feedback
- ✓ **at the request of participants** to JRC or DG ENV in order to tackle specific topics

## Level(s) Test Phase Forum

- Information
- Library
- Members
- Agenda
- Forums
- Admin

WELCOME TO THE INTEREST GROUP LEVEL(S) TEST PHASE FORUM



JOIN THE GROUP

Share

Contact leader(s)

The Level(s) Test Phase Forum has been created as a platform to allow testers to share experiences and information arising from their testing of Level(s) on different building projects. The forum will host themed discussions set up in response to needs identified by testers, the JRC and DG Environment.

## WHAT'S NEW?

Nothing new in the last 30 days.

## CONTACT INFORMATION

For any queries related to this Forum please contact Interest Group leaders or the Level(s) helpdesk: jrc-b5-levels@ec.europa.eu

## MEMBERS

3 members in the group

0 membership requests in the group

## NEXT EVENTS

Not any upcoming events

## RECENT FORUM DISCUSSIONS


Property schedule: We have some doubts regarding the calculation method IPMS measurement sta...  
in **Floor area measurement** by Nicholas DODD on 2018 Oct 10, 17:46

Level(s) helpdesk note: From the point of view of indicator 1.1, which requires an energy simulation, the...  
in **Climate zone** by Nicholas DODD on 2018 Oct 10, 17:45

Full time person equivalent: Should we count the external staff (cleaning staff subcontracted, ICT s...

Select **Forums** in order see what is being discussed

EXCHANGE YOUR VIEWS WITH OTHER MEMBERS

[Permissions](#) [Notifications](#) [Configuration](#) [ADD](#) 

### FORUM STRUCTURE

#### Newsgroups

[Building description](#)

Indicator 1.1 Use stage energy consumption

Indicator 1.2 Life cycle Global Warming Potential (GWP)

Indicator 2.3 Construction and demolition waste and materials

Indicator 3.1 Use stage water consumption



Indicator 4.1 Indoor air quality (at Level 1)

Indicator 4.2 Time out of thermal comfort range (at Level 1)

Life cycle tools



Property value creation and risk factors

[Newsgroups](#) > [Building description](#)



[Edit](#) [Delete](#) [Moderation](#) |  

### TOPICS



Staff working in a building

by [Nicholas DODD](#)  on 2018 Oct 10, 18:12 

Climate zone

by [Nicholas DODD](#)  on 2018 Oct 10, 17:41 

Floor area measurement

by [Nicholas DODD](#)  on 2018 Oct 10, 17:34 

The **Forums** are listed here. Testers can also propose to start new Forum topics

BACK

Permissions Notifications POST +

TOPIC: STAFF WORKING IN A BUILDING



Nicholas DODD on 2018 Oct 10, 17:47

**Full time person equivalent:** Should we count the external staff (cleaning staff subcontracted, ICT subcontracted, etc.) for this calculation? The problem is that it is very difficult to have the data about their type of contract.

Level(s) helpdesk response:

Our understanding is that the full time person equivalent estimate should relate to staff engaged in the main function of the building and who occupy workstations (desks) during the day for the purpose of carrying out that function. Taking the two examples you gave we would make a distinction between cleaning staff who may only enter the spaces for a limited periods of time during the day, and ICT staff who although being subcontracted may occupy a dedicated workstations in an area of the building during the day.

Reply Edit Delete



Nicholas DODD on 2018 Oct 10, 18:12

Level(s) helpdesk response:

**Projected occupancy density:** There are a number of impacts that can be reported as a function of the entire building or, if the number of people using that building is known, impacts can be reported as a function of the average person using that building. In order to more accurately estimate the use intensity of the building, the concept of "full time person equivalent" is used. To expand upon the definition provided on page 12 of Part 3 of the Level(s) guidance, the unit of 1 "full time person equivalent" this equates to one full time employee working a standard (e.g.) 8 hours per day or 40 hours per week. If an employee is working part-time (e.g.) 4 hours per day or 20 hours per week, then that employee would be counted a 0.5 full time person equivalents. So for your example in the email below, the number of full time equivalents would be  $(305 \times 1) + (18 \times 0.5) + (11 \times Y) = 314 + (11 \times Y)$ . The Y term should be a decimal that defines what is the percentage reduction applicable to "reduced time" (e.g. for a reduced time working week of 32 hours per week,  $Y = 32/40 = 0.80$ ).

Reply Edit Delete

Individual **Topics** are where the discussions can take place within a Forum

# Accessing CIRCABC

You will need to create a [user account](#) and then request to join the [CIRCABC Level\(s\) Test Phase Forum Interest Group](#)

[You will need to create an ECAS user account](#)

Click on <https://circabc.europa.eu> (Link to CIRCABC)

Select **Connect using EU Login**

You will automatically be redirected to the EU Login page

On the EU Login page, click on **Create an account** and fill in the form fields

# Next steps

## Key deadlines for testers

- Submission of assessment results  
30<sup>th</sup> June 2019
- Submission of test survey response  
30<sup>th</sup> September 2019



# More information

**Download** the Level(s) Beta v1.0 documentation

[http://susproc.jrc.ec.europa.eu/Efficient\\_Buildings/documents.html](http://susproc.jrc.ec.europa.eu/Efficient_Buildings/documents.html)

**Helpdesk** for technical queries

[jrc-b5-levels@ec.europa.eu](mailto:jrc-b5-levels@ec.europa.eu)