



Specifications and References for the LEED Professional Accreditation Exam LEED for Existing Buildings Track

The LEED for Existing Buildings v2.0 Rating System provides a set of performance standards for owners and operators of existing buildings to implement sustainable operations and maintenance practices and reduce the environmental impact of a building over its functional life cycle.

The specific credits in the rating system address exterior site maintenance programs; water and energy use; environmentally preferred products for cleaning and alterations; waste stream management; and ongoing indoor environmental quality. LEED for Existing Buildings provides buildings with an entry point into the LEED certification process and is intended for buildings new to the LEED certification process as well as those buildings previously certified under the LEED for New Construction Rating System.

The LEED Professional Accreditation exam, LEED for Existing Buildings track provides a standard for professionals participating in the operation and maintenance of existing buildings. LEED Professional Accreditation provides verification of individual expertise in the principals of green building maintenance practices and provides professionals a path to establish credibility in the marketplace. In addition, LEED Accredited Professionals help building and property owners to achieve performance goals and facilitate the LEED certification process. LEED Professional Accreditation establishes a critical link between LEED standards and professional practice.

References

The primary source for the development of the LEED for Existing Buildings exam track is the LEED for Existing Buildings v2.0 Rating System. This as well as other sources listed below are helpful in learning more about the LEED for Existing Buildings process.

- LEED for Existing Buildings Reference Guide, Version 2.0
- USGBC Web site at www.usgbc.org
 - LEED Certification Process
 - LEED Project Registration
 - LEED Submittal Templates
 - LEED Online

Test Specifications

The specifications for each section of the LEED Professional Accreditation exam are organized to include a statement of intent and a list of various content areas. This structure provides the volunteer Subject Matter Experts with a framework to guide the development of exam items to assess whether a candidate is capable of performing specific tasks and services. The following outline provides a general description of exam content areas.

1. Knowledge of LEED for Existing Buildings Credit Intents and Requirements
 - 1.1 Apply LEED for Existing Buildings definitions consistently across all credits.
 - 1.2 Establish level of knowledge of LEED for Existing Buildings credit intents requirements, submittals, technologies, and strategies for site credit category.
 - 1.3 Establish level of knowledge of LEED for Existing Buildings credit intents requirements, submittals, technologies, and strategies for water credit category.

- 1.4 Establish level of knowledge of LEED for Existing Buildings credit intents requirements, submittals, technologies, and strategies for energy credit category.
 - 1.5 Establish level of knowledge of LEED for Existing Buildings credit intents requirements, submittals, technologies, and strategies for materials credit category.
 - 1.6 Establish level of knowledge of LEED for Existing Buildings credit intents requirements, submittals, technologies, and strategies for Indoor Environmental Quality (IEQ) credit category.
 - 1.7 Describe format and process for achieving innovation in upgrades, operations and maintenance credits.
2. Coordinate Project and Team
 - 2.1 Gather all project information and requirements to support the LEED for Existing Buildings process.
 - 2.2 Manage coordination of multiple job functions to achieve LEED for Existing Buildings certification
 - 2.3 Identify standards that support LEED for Existing Buildings credits.
 - 2.4 Identify opportunities for integrated design and credit synergies to support LEED for Existing Buildings certification.
 - 2.5 Identify and schedule initial and ongoing activities to implement LEED for Existing Buildings process
3. Section Three: Implement LEED for Existing Buildings Process
 - 3.1 Select appropriate LEED product for project scope
 - 3.2 Register project for LEED for Existing Buildings certification on-line.
 - 3.3 Demonstrate knowledge of CIR process and resources.
 - 3.4 Manage LEED for Existing Buildings documentation/certification process.
 - 3.5 Manage and complete letter templates.
 - 3.6 Draft and review innovation credits.
4. Section Four: Verify, Participate In, and Perform Technical Analyses Required for LEED for Existing Buildings Credits
 - 4.1 Verify compliance of technical work products, policies, and procedures created by other team members.
 - 4.2 Participate in and guide the development of technical analyses with design professionals.
 - 4.3 Perform technical analyses to verify compliance with LEED for Existing Buildings requirements

LEED for Existing Buildings v2.0 Sample Exam Questions

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Note: These sample questions are intended to provide examples of the style and content of the LEED Professional Accreditation Exam developed and administered by the Green Building Certification Institute (GBCI). They are not actual test questions, nor do they attempt to address all of the content areas covered on the actual exam. Success on these questions is not indicative of success on the LEED Professional Accreditation examination.

Section One: Knowledge of LEED for Existing Buildings Credit Intents and Requirements

1. Which two safety factors does the Uniform Building Code regulate for building renovations? (Choose two.)

- A. structural safety
- B. fire and life safety
- C. potable water safety
- D. indoor air quality safety

2. What is the purpose of a waste stream audit under MR Prerequisite 1.1, Source Reduction and Waste Management?

- A. to conform to the U.S. EPA Waste Wise Program
- B. to monitor the building operating costs regarding waste disposal
- C. to train and monitor maintenance personnel handling the waste stream
- D. to establish the types of waste in the stream and the amount of each type

3. When recertifying a building, EQ Prerequisite 1, Outside Air Introduction & Exhaust Systems, what is a required submittal?

- A. document the placement of CO₂ sensors in the outside air intake
- B. document quarterly inspections of the outside air/exhaust systems
- C. document that the outside air sensor has been calibrated according to ASTM standards
- D. document that the filters (MERV 13) have been in place over the performance period

Section Two: Coordinate Project and Team

1. What are three objectives of a LEED-EB kickoff meeting? (Choose three.)

- A. to write environmental policies
- B. to review materials invoices from purchasing
- C. to convene the project team to discuss goals
- D. to explore existing practices and identify additional needs
- E. to determine if there is a need for additional team members

2. Just prior to beginning the performance period, a building owner wants to pursue higher delivery rates for outdoor air than is required by ASHRAE 62.1-2004.

Which two statements are true, assuming the owner is pursuing all credits shown? (Choose two.)

- A. The mechanical engineer must calculate impact on EA Credit 1, Optimize Energy Performance.
- B. The electrical engineer must recalculate the required kWh for EA Credit 2, On-Site and Off-Site Renewable Energy.
- C. The mechanical engineer must modify breathing zone rate calculations to determine whether EQ Credit 2, Increased Ventilation can be achieved.
- D. The mechanical engineer must review the number of CO₂ monitors to determine if the project still achieves EQ Credit 1, Outdoor Air Delivery Monitoring.

3. Which action would help you earn both WE Credit 3, Water Use Reduction and EA Credit 1, Optimize Energy Performance?

- A. replace all 2.5 GPM showerheads with 1.6 GPM showerheads
- B. lower the setpoint on the domestic water heater from 160° F to 140° F
- C. replace the electric boiler with a gas-fired boiler of the same capacity
- D. install a heat recovery system to capture the waste heat from the steam condensate

Section Three: Implement LEED for Existing Buildings Process

1. Which two statements about project registration are true? (Choose two.)

- A. Each LEED for Existing Buildings project has a project access ID.
- B. Information provided about your facility can be marked "Confidential."
- C. Your project team members' names will be posted to the USGBC website.
- D. Upon registration, each project team member is sent a Welcome Package.

2. Ideally, when should submittal documentation be gathered?

- A. throughout the process
- B. prior to project registration
- C. after the performance period
- D. upon request from the USGBC review team

3. For WE Credit 3, Water Use Reduction, what is the minimum percentage of potable water reduction from the baseline required to earn a point under IU Credit 1, Innovation in Upgrades, Operations and Maintenance?

- A. 10%
- B. 20%
- C. 30%
- D. 40%

Section Four: Verify, Participate In, and Perform Technical Analyses Required for LEED for Existing Buildings Credits

1. A five-year-old lab building that is pursuing LEED for Existing Buildings certification cannot be benchmarked using the Energy Star tool.

What is the minimum number of consecutive years of historical utility data that must be collected to show compliance with EA Prerequisite 2, Minimum Energy Performance?

- A. 2
- B. 3
- C. 4
- D. 5

2. Implementing an effective Existing Building Commissioning Program can help meet the requirements of which three credits? (Choose three.)

- A. EQ Credit 7.1-7.2, Thermal Comfort
- B. EA Credit 4, Additional Ozone Protection
- C. EQ Credit 1, Outdoor Air Delivery Monitoring
- D. EA Credit 5.1-5.3, Performance Measurement
- E. MR Credit 6, Additional Toxic Material Source Reduction: Reduced Mercury in Light Bulbs

3. Light meter readings during night time hours are 20% higher at the property perimeter when exterior lights are on, than when they are turned off.

Which two actions reduce exterior light trespass? (Choose two.)

- A. install solar shades on building exterior
- B. install exterior light fixtures that are shielded
- C. install reduced wattage lamps in exterior light fixtures
- D. replace incandescent lamps in exterior light fixtures with compact fluorescent lamps

Answers: Section One (1 - AB, 2 - D, 3 - B), Section Two (1 - CDE, 2 - AB, 3 - A), Section Three (1 - AB, 2 - A, 3 - C), Section Four (1- B, 2 - ACD, 3 - BC)