



An Orientation to the **BUILT GREEN**® Program

Built Green Canada

www.builtgreencanada.ca



- What is the BUILT GREEN® Program
- Roles and Responsibilities
 - Built Green Canada
 - Delivery Agents
 - Service Organizations
 - Certified Energy Advisors
- The BUILT GREEN® Process
- The Enrollment Process
- The BUILT GREEN® Checklist
- Many Roads to the BUILT GREEN® Program (Program Choices)

The BUILT GREEN® Program



The BUILT GREEN® program promotes and recognizes environmentally responsible home construction practices. It offers building standards, builder training and 3rd party testing, inspections and audits. Built Green Canada encourages the use of technologies, products and practices that will provide greater energy efficiency and reduce pollution; provide healthier indoor air; reduce water usage; preserve natural resources; and improve durability and reduce maintenance.

It is governed by a Board of Directors and an Executive Officer.

All technical aspects of the BUILT GREEN® Program are handled by:

- Delivery Agents;
- Service Organizations and;
- Certified Energy Advisors
- In partnership with the Builders



ROLES AND RESPONSIBILITIES

BUILT GREEN CANADA

- Governance of Built Green Canada as a non-profit association
- BUILT GREEN® Memberships (BC memberships managed by CHBA BC)
- BUILT GREEN® Sponsorships
- BUILT GREEN® Checklists and Guides
- BUILT GREEN® Product Catalogue

DELIVERY AGENTS

- Day to day delivery of the BUILT GREEN® Programs and Home Certifications
- Quality assurance to ensure program and performance standards
- Issue BUILT GREEN® Seals
- Point of contact for users of the BUILT GREEN® Program
- Deliver training for the BUILT GREEN® Program
 - Alberta: Pals Enviromatics
 - British Columbia: CHBA -BC
 - Ontario: Mindscape Innovations



ROLES AND RESPONSIBILITIES

SERVICE ORGANIZATIONS

- Licensed by Natural Resources Canada (NR Can) to issue “EnerGuide for New Home” labels
- Quality assurance for data provided to NR Can from Certified Energy Advisors
- Energy model data submission to NR Can for EnerGuide label
- Training of Certified Energy Advisors (some have CEAs on staff)
- Visit <http://www2.nrcan.gc.ca/oe/nh-mn/f-t/index.cfm?fuseaction=s.ssf&lang=eng> for a list of Service Organizations
- In BC the recognized Service Organization is CHBA BC
- In Ontario the recognized Service Organization is Mindscape Innovations

CERTIFIED ENERGY ADVISORS (CEAs)

- Consult on home energy performance for single and multi-family homes, multi-storey residential towers, and renovations
- Energy modelling based on plans, specifications and BUILT GREEN® Checklist
- Blower Door Tests
- Submit energy models to Service Organizations for NR Can Labeling
- Visit <http://www.builtgreencanada.ca/directories-for-members> for list of CEAs



BUILT GREEN® Process for Alberta Builders Using Enervision and All Builders in B.C.

1. Builder chooses a Service Organization (SO)
2. Builder chooses a Certified Energy Advisor (CEA)
3. Builder provides plot plans, home plans, home specifications and BUILT GREEN® Checklist to CEA
4. Builder, CEA or Service Organization Enrols the home(s)/project(s) into Database *
5. CEA completes preliminary energy modeling, based on all plans and specifications
6. Builder constructs home or project
7. Builder schedules the Blower Door Test with the CEA
8. CEA completes the final energy modeling based on Blower Door Test Results
9. Builder signs off on the results of the final energy modeling
10. CEA submits the final energy models, builder sign off and BUILT GREEN® Checklist to the SO
11. SO submits the preliminary and final energy modeling files to NR Can
12. NR Can approves or rejects the energy models based on the data received (rejected models are corrected by CEA)
13. SO prints the EnerGuide for New Homes Label
14. Builder, CEA or Service Organization Enrols the home(s)/project(s) into Database *
15. BUILT GREEN® Seal is printed and issued to Builder by Delivery Agent
16. BUILT GREEN® Seal is affixed in the home

*PROJECT(s) MAY BE ENROLLED AT STEP 4 OR 14.



BUILT GREEN® Process for Builders in Alberta Not Using Enervision

1. Builder chooses a Service Organization (SO), who will recommend a Certified Energy Advisor (CEA). The following steps may vary, dependent upon who you choose for a SO
2. Builder provides plot plans, home plans, home specifications and BUILT GREEN® Checklist to SO or CEA
3. SO or Builder enrolls the home(s)/project(s) into Member Portal*
4. CEA completes preliminary energy modeling, based on all plans and specifications
5. Builder constructs home or project
6. Builder schedules the Blower Door Test with the CEA
7. CEA completes the final energy modeling based on Blower Door Test Results
8. Builder signs off on the results of the final energy modeling
9. CEA submits the final energy models, builder sign off and BUILT GREEN® Checklist to the SO
10. SO submits the preliminary and final energy modeling files to NR Can
11. NR Can approves or rejects the energy models based on the data received (rejected models are corrected by CEA)
12. SO prints the EnerGuide for New Homes Label
13. SO or Builder enrolls the home(s)/project(s) into Member Portal *
14. BUILT GREEN® Seal is printed and issued to Builder by Delivery Agent
15. BUILT GREEN® Seal is affixed in the home

*PROJECT(S) MAY BE ENROLLED AT STEP 3 OR 13



The Enrollment Process

The BUILT GREEN® Enrollment Process tracks all BUILT GREEN® Homes and Projects in Canada. Builders have access to their projects and project data through the Canada Green Homes Database or the Member Portal.

The Home Enrollment Process ensures that homes and projects are issued BUILT GREEN® Seals in a timely and effective manner.

The Canada Green Homes Database or the Member Portal can be accessed through the Built Green Canada Website or through their direct URLs:

The Canada Green Homes Database for Alberta Builders using Enervision and All B.C. Builders:
<http://www.canadagreenhomes.ca>

The Member Portal for Alberta Builders not using Enervision:
<http://members.builtgreencanada.ca>

The Built Green Canada website provides access for all members in all provinces:
<http://www.builtgreencanada.ca>



Advanced Building Technologies

► BuiltGreen™ certification is a component approach to green building. Integration of these specific elements can help your home to work as a system, in effect, lowering your footprint and cost of living.

[▶ READ MORE](#)

Save up to 10% on a CMHC Mortgage

Buying energy-efficient homes or making energy-saving renovations offers big savings.

[Find Out How!](#)

Modern, Desirable Living Spaces

Over 15,000 beautiful homes built by over 150 top tier home builders across Canada.

[See Examples](#)

An Environmental & Durable Solution

BuiltGreen™ certified home is guaranteed to last with minimal impact on the environment.

[Learn More](#)

New Member Portal

Members view your BUILT GREEN® Projects here.

[Alberta Portal](#)[BC Portal](#)

Canada Green Homes.ca 

[Log In](#)

Log In to CanadaGreenHomes.ca

Latest News

CanadaGreenHomes.ca Upgraded (Effective April 29, 2010)

Information for Builders

The home enrollment form has been streamlined with this update. All the same information is collected, but it's been split across several screens for your convenience.

For Built Green builders, you can now simply enroll your home with a checklist and a project name. In most cases, you won't have to enter your address again, simply upload your plans and specs at the appropriate step.

Another major improvement with this update is to the search projects box, which now functions much more intelligently, giving you live results as you type. Give it a try!

If you have any questions or feedback, we'd love to hear from you. Please use the "Send us Your Feedback" link below. Thank you.

Your Login Information

User name (email address)

Password

Remember Me

[Forgot your password?](#)

Log in with User
name and Password

Canada Green Homes.ca 

[Log In](#)

Log In to CanadaGreenHomes.ca

Latest News

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If you have any questions or feedback, we'd love to hear from you. Please use the "Send us Your Feedback" link below. Thank you.

Your Login Information

User name (email address)

Password

Remember Me


[Forgot your password?](#)


Forget your password? Hit this link and a new one will be sent to your e-mail.


Canada Green Homes Database

Select Enroll Projects

[TO DO List](#) | [Enroll Projects](#) | [View Projects](#) | [Invoices](#) | [My Settings](#)

[Enroll Single Project](#)

[Enroll Multiple](#)

[Add/Edit Types](#)

About Certification Types
The CanadaGreenHomes.ca can help you enroll and manage all of your eco-labelled homes, with support for Built Green™, EnerGuide, ENERGY STAR, R-2000 and more.

Recent Pages: [Enroll New Project](#)


Enroll New Built Green Project - [Unnamed Project \(520000000\)](#) [Help](#)

123 Any Street, Anytown AB | Waiting to be enrolled

[<<< Tag This Project](#)

Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



Built Green™ Checklist | [Enter Address](#) | [Upload Project Files](#) | [Confirm Enrollment](#) | Done

Upload Built Green™ Checklist

Project Name / Job #

Built Green™ Checklist [Browse...](#)

[Proceed to Address Confirmation >>>](#)


Enter Project Name
Upload BUILT GREEN® Checklist

Recent Pages: [Enroll New Project](#)

Enroll New Built Green Project - [Unnamed Project \(520000000\)](#) Help


123 Any Street, Anytown AB | Waiting to be enrolled

[<<< Tag This Project](#)



Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



[Built Green™ Checklist](#)
 Enter Address
 [Upload Project Files](#)
 [Confirm Enrollment](#)
 Done

Enter / Confirm Address

Project Name / Job #	Unnamed Project
Address	123 Any Street
City	Anytown
Postal Code	T3G 7B1
Province	Alberta




Enter Correct Address with Postal Code

Estimated Construction Timeline

If possible, please provide a rough estimate for these dates; no firm scheduling will be done on the basis of these.

Estimated Construction Start Date	mm	dd	yyyy
Estimated Construction Completion Date	mm	dd	yyyy
Estimated Possession Date	mm	dd	yyyy

This information is optional

 [Enroll Single Project](#)  [Enroll Multiple](#)  [Add/Edit Types](#)

Enroll Projects Certification Types

Recent Pages: [Enroll New Project](#)

Enroll New Built Green Project - [Unnamed Project \(52000000\)](#) [Help](#)

123 Any Street, Anytown AB | Waiting to be enrolled

[<<< Tag This Project](#)

Enrollment Progress

- <<< Please select file type
- House plans (pdf, dwg, dwf)
- House specs (pdf, dwg, dwf)
- Plot plan (pdf, dwg, dwf)
- General purpose file attachment
- ENERGY STAR checklist
- EnerGuide label scan (jpg, pdf)
- CEA notes
- Geometry Calculations (xls, txt, jpg, pdf)
- Energy specification sheet
- Optimization and reports
- Other communication
- Revised Built Green™ checklist
- EE4 engineering report
- Audit Checklist
- Site Photo (jpg, pdf)
- NRCan confirmation email (txt, eml, doc, pdf)
- <<< Please select file type

[Upload Extra File Attachment...](#)

[Confirm Enrollment](#) Done

Select and Upload the correct files such as House Plans & House Specifications

[Upload](#)

[Proceed >>>](#)

Recent Pages: [Enroll New Project](#)

Enroll New Built Green Project - [Unnamed Project \(520000000\)](#)

[Help](#)



123 Any Street, Anytown AB | Waiting to be enrolled

[<<< Tag This Project](#)

Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



Confirm Enrollment

Please take a moment to review any error messages below (shown in red) below before clicking Enroll.

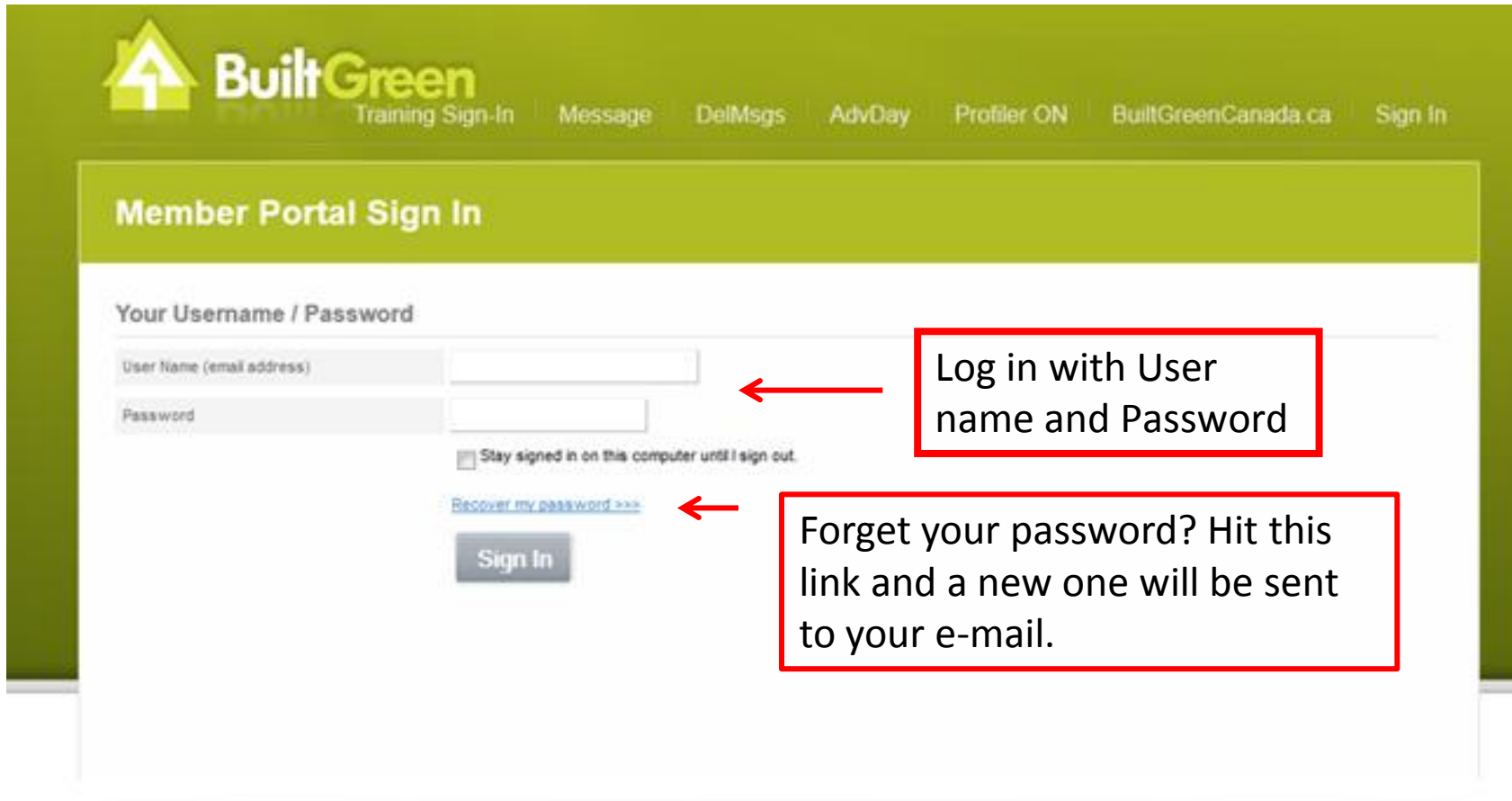
Project Name / Job #	Unnamed Project
Address	123 Any Street
City	Anytown
Postal Code	T3G 7B1
Province	AB

[Enroll This Project Now >>>](#)

[Cancel Enrollment](#)

When all information is correct hit Enroll This Project Now

Member Portal



The screenshot shows the BuiltGreen Member Portal Sign In page. At the top, there is a navigation bar with the BuiltGreen logo and links for Training Sign-In, Message, DelMsgs, AdvDay, Profiler ON, BuiltGreenCanada.ca, and Sign In. Below the navigation bar is a green header with the text "Member Portal Sign In". The main content area is white and contains a sign-in form. The form has two input fields: "User Name (email address)" and "Password". Below these fields is a checkbox labeled "Stay signed in on this computer until I sign out." and a link labeled "Recover my password >>>". A "Sign In" button is located at the bottom of the form. Two red arrows point from text boxes to the form: one points to the User Name and Password fields, and the other points to the "Recover my password >>>" link.

Log in with User name and Password

Forget your password? Hit this link and a new one will be sent to your e-mail.



Member Portal

More Search Options >>>

BuiltGreen

Training Sign-In | Message | DelMsgs | AdvDay | Profiler ON | BuiltGreenCanada.ca | Sign Out (alberta@abcbuildersltd.ca)

Welcome | TO DO List | **Enroll New Projects** | View Projects | Company Profile | User Profile

Hit Enroll New Projects

BuiltGreen Member Portal

Welcome AI Berta (alberta@abcbuildersltd.ca - ABC Builders Ltd.)

[Click here to see your TO DO list >>>](#)

[Click here to see your Recent Activity report >>>](#)

Enroll New Built Green Project - Test 5

1234 Same Street, Edmonton Alberta AB | Waiting to be enrolled



Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



Upload Built Green™ Checklist

Project Name / Job #

Built Green™ Checklist

Enter Project Name

Upload BUILT GREEN® Checklist

Enroll New Built Green Project - Test 5

1234 Same Street, Edmonton Alberta AB | Waiting to be enrolled



Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



Enter / Confirm Address

Project Name / Job #	<input type="text" value="Test 5"/>
Address	<input type="text" value="1234 Same Street"/>
City	<input type="text" value="Edmonton Alberta"/>
Postal Code	<input type="text" value="T5J 2E4"/>
Province	<input type="text" value="Alberta"/>

Enter Correct Address with Postal Code

Proceed to Project File Upload >>>

Enroll New Built Green Project - Test 5

1234 Same Street, Edmonton Alberta AB | Waiting to be enrolled



Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



Upload Required Project Files

Click and browse to each of the following files on your computer, then click Proceed. To remove or change files, use the [Manage Files Tab](#).

EnerGuide label scan (jpg, pdf)	<input type="text"/>	<input type="button" value="Browse..."/>
ERS data collection form	<input type="text"/>	<input type="button" value="Browse..."/>
NRCan confirmation email (txt, eml, doc, pdf)	<input type="text"/>	<input type="button" value="Browse..."/>
HOT2000 N.TSV file	<input type="text"/>	<input type="button" value="Browse..."/>

UPLOAD

- EnerGuide Label Scan (jpg, or pdf)
- ERS Data Collection Form
- NR Can Confirmation e-mail
- HOT 2000 TSV N File** (This file contains the Blower Door Test Results)

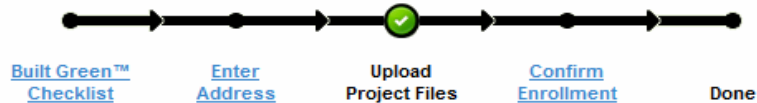
Enroll New Built Green Project - Test 5

1234 Same Street, Edmonton Alberta AB | Waiting to be enrolled



Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.



Upload Required Project Files

Click and browse to each of the following files on your computer, then click Proceed. To remove or change files, use the [Manage Files Tab](#).

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ERS data collection form	<input type="text"/>	<input type="button" value="Browse..."/>
NRCan confirmation email (txt, eml, doc, pdf)	<input type="text"/>	<input type="button" value="Browse..."/>
HOT2000 N.TSV file	<input type="text"/>	<input type="button" value="Browse..."/>

Purpose in Uploading Documents:

The data base scans the information contained in the documents which enables the Service Organization & Delivery Agent to conduct Quality Assurance Assessments AND:

- Submit to NRCan for EnerGuide labeling (Service Organization);
- Issue BUILT GREEN® Seal (Delivery Agent).



Member Portal

Enrollment Progress

You can click on the timeline to skip ahead or back to change enrollment details as required.

[Built Green™ Checklist](#) [Enter Address](#) [Upload Project Files](#) **Confirm Enrollment** Done

Confirm Enrollment

*Please take a moment to review any error messages below (shown in red) below before clicking **Enroll**.*

The Address Shown Below Will Appear on your Built Green Label

Please take a moment to double-check the address below. If a Built Green seal type is not shown, it just means that the system could not automatically determine it from the checklist and so it will be determined manually by having someone look at the uploaded checklist.

Project Name / Job #	Test 5
Address	1234 Same Street
City	Edmonton Alberta
Postal Code	T5J 2E4
Province	AB
Proposed Built Green Seal	

[Enroll This Project Now >>>](#)

[Cancel Enrollment](#)

Built Green™ Checklist

IF you need to change any information click on timeline (Enter Address) to make changes required.

When all information is correct hit Enroll This Project Now.



The BUILT GREEN[®] Checklist & Your BUILT GREEN[®] Program Choices

- The BUILT GREEN[®] Checklist
- Many Roads to the BUILT GREEN[®] Program



The BUILT GREEN® Checklist

- The BUILT GREEN® Program has four levels of achievement, shown below as Bronze, Silver, Gold and Platinum.
- Points are awarded in several categories as summarized below and are summed to give a cumulative total.
- Each separate category has minimum point totals that must be achieved. The Single Family Checklist is accompanied by a BUILT GREEN® Guide.

Built Green® Level (For Detached, Semi- Detached & Row House Units)

Checklist Categories

I. Envelope and Energy Systems	<i>Min. 25*/141</i>
II. Materials and Methods	<i>Min. 20/105</i>
III. Indoor Air Quality	<i>Min. 15/42</i>
IV. Ventilation	<i>Min. 5/15</i>
V. Waste Management	<i>Min. 7/25</i>
VI. Water Conservation	<i>Min. 10/61</i>
VII. Business Practices	<i>Min. 8/47</i>

Bronze	Silver	Gold	Platinum
90 Points	100 Points	115 Points	140 Points

***Note: the minimum point requirement for the EE category increases to 30 points for Silver, 35 for Gold, and 40 for Platinum.**



The BUILT GREEN[®] Checklist

CHECKLIST CRITERIA

- Five fundamental pillars serve as a basis for each item to be considered in the checklist
 - Each line item must meet at least one of the criteria listed in the left hand column AND
 - Two or more of the subsidiary points listed in the two right hand columns
- | | | |
|----------------------|--------------------------|--------------------------|
| ▪ Resource Use | Durability | Measurable or Validated |
| ▪ Energy Efficiency | Innovation | Promotion of greater use |
| ▪ Recycled Content | Alternative Construction | Environmental Impact |
| ▪ Indoor Air Quality | | |

ENERGUIDE RATING

- Older versions of Built Green Canada's programs required minimum performance of the EnerGuide Rating System (ERS) administered by Natural Resources Canada (NRCan).
- Minimum performance requirements have now been integrated into the BUILT GREEN[®] checklist and there is no longer a minimum EnerGuide score required for BUILT GREEN[®] Certification.
- It is still required that any home seeking BUILT GREEN[®] Certification must have an ERS Rating
- This standard applies to low-rise detached, semi-detached and row houses and small multi-family buildings under four stories. Other energy modelling practices apply to other BUILT GREEN[®] eligible homes (eg: renovated homes or towers.)



Many Roads to the BUILT GREEN® Program

To earn BUILT GREEN® Certification consider using one of the predefined packages:

Bronze 1	}	Pre-approved sample packages that are ready to be used as-is.
Bronze 2		
Bronze 3		
Silver 1	}	Pre-approved sample packages that are ready to be used as-is.
Silver 2		
Silver 3		
Gold 1	}	Pre-approved sample packages that are ready to be used as-is.
Gold 2		
Gold 3		

Note that the pre-approved packages can be mixed. For example, if you prefer to use the “Operational Systems” points selected in Silver Package 1, but do not prefer the “Building Materials” items selected, and would prefer to use the “Building Materials” items from Silver Package 2, then treat the pre-approved packages as reference materials and select the points you want from the full expanded checklist.

Built Green Canada appreciates that builders all have different methods and practices, and has made every reasonable effort to make the program as flexible as possible.

If you are struggling to design a compliance package that suits your build strategy, then contact a Service Organization or Certified Energy Advisor who can help you.



Many Roads to the BUILT GREEN® Program

OR, use the full checklist and select whichever Action Items you wish.

		Relative cost	Points per item
BUILT GREEN® CHECKLIST 2012 Effective Jan 1, 2012 To select points, click on boxes and select point value from drop-down list			
BuiltGreen Builder: House Address:			
Section 1: 0 pts (below minimum for section); Section 2: 0 pts (below minimum for section); Section 3: 0 pts (below minimum for section); Section 4: 0 pts (below minimum for section); Section 5: 0 pts (below minimum for section); Section 6: 0 pts (below minimum for section); Section 7: 0 pts (below minimum for section); TOTAL POINTS: 0 pts (Does not meet minimum Built Green™ criteria)			
I. ENVELOPE AND ENERGY SYSTEMS This section awards points for construction methods and types of products that contribute toward lower energy consumption, as well as alternative heating and electrical systems. Minimum 25 Points Required for Bronze, 30 points for Silver, 35 for Gold, and 40 for Platinum.			
I.0: OPTIONAL Energy Modelling (Performance Path)		Input EnerGuide Score here:	
1-1	EnerGuide modelling: As an alternate to using the remaining Action Items and Points noted hereafter in section I (ENVELOPE AND ENERGY SYSTEMS), you may model the performance of your home with the EnerGuide Rating System. Points scored are based on your EnerGuide score: 5 points for each EnerGuide number above 75. (eg. EnerGuide 80 earns 20 points and meets the minimum requirement for this category, EnerGuide 85 would earn 50 points, etc), up to a maximum of 125 points for an EnerGuide score of 100. NOTE: This item is exclusive to the rest of this category; points may be earned here only if no points are earned in any other items in the rest of the ENVELOPE AND ENERGY SYSTEMS sections.	0	0 to 125
I.1: Building Envelope			
1-2	Install additional rigid insulation on exterior of above grade walls, above code required framing cavity insulation. 1.5" (1 point) or 2" (3 points).	\$ - \$\$\$	1 or 3
1-3	Replace exterior wood sheathing with insulating sheathing and structurally required metal bracing.	NC - \$\$	2
1-4	Insulated Concrete Form (ICF) system used for foundation walls.	\$\$\$\$	2
1-5	Insulated Concrete Form (ICF) system used for 75% of above grade house walls.	\$\$\$\$	3
1-6	Structural insulated panel system used for at least 75% of roof/ceiling (4 points), 75% of walls (6 points), exposed floors (2		

Page 1