



This project has received funding from the European Union’s Horizon 2020 programme under Grant Agreement No 649810.

Minutes from the Train-to-NZEB Third Project Meeting

Date: 25.04.2016

Location: Passive House Institute, Darmstadt, Germany

Timing: 09:00 – 18:00

Steering Committee meeting	
9:00 – 9:15	<p>Opening address</p> <p>Wolfgang Hasper of PHI presented his impressions from the proceedings at the PH conference, focusing on the impact of the demonstration PH model designed and constructed by PHI and presented at the international exhibition. A number of practical demonstrations in German and English were delivered with the support of Art McCormack of PHA, attracting a significant number of participants from all over the world. A TV report was made and broadcasted by a local TV channel. The project was further explained by means of the project poster and project flyers in German and English language. Moreover, Additionally, a T2NZEB poster and presentation were presented during the conference by Dragomir Tzanev of EnEffect.</p>
9.15 – 10.00	<p>Reporting, progress to deliverables, internal and external communication</p> <p>Dragomir Tzanev presented an overview of the progress so far, focusing on the progress report submitted to EASME and the due deliverables until the next reporting period. A delay is evidenced in deliverables 3.1 and 3.2, which is explained with the continuous development of training programmes and the multiple new sources of information identified by the project partners. It was declared that content-wise, deliverables are ready for submitting, but they still need some additional input from the local BKHs and formatting in a unified style. It was agreed that the 5 centers will submit complete information on the programmes which would be used in the national language or in English to EnEffect by 20th May, after which EnEffect and PHI/PHA will work on the final composition of the deliverables (3.1. and 3.2 respectively).</p> <p>The second part of the presentation was dedicated to the deliverables which have to be completed by June, as follows:</p>



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	<p>D 2.3 Networking platform: T2NZEB website and local pages, LinkedIn, Twitter, and Facebook profiles are operational and well-maintained. Dropbox project repository is operational but intensive maintenance due to unregulated usage is necessary, as corrective measures in terms of restricting usage rights will be taken. A Training App is to be provided by PHA, as input will be delivered by EnEffect through the expected developments during the BUS international exchange meetings. PHA will propose a list of headings (components) of the app for comments and approval by the team.</p> <p>D 2.4 Six new MoUs – all in place, even more will be signed by June and beyond. A number of MoU have been signed by Ukrainian and Turkish partners with industry partners.</p> <p>D 2.5 Business plans for each BKH: marketing research is completed and business plans are in draft according to the plan. First versions to be ready in May.</p> <p>D 3.3 Presentation with participants’ lists from TTT courses and D 4.5 List of trained professionals: both lists will be organized as separate pages in the project website for the hosting countries. The progress differs from one country to another but the lists will be set up with the information available at this moment and will be updated continuously.</p> <p>As a conclusion, it was agreed that for the moment, these deadlines seem reasonable and achievable. If anyone has problems to complete them, need to notify partners within two weeks from now (by 10th of May).</p> <p>The third part of the presentation was focused on communication issues. The communication strategy is well executed and there are a number of local initiatives, as all teams are very active. At international level, except for the PH conference, the project will be presented at the C4E forum to be held in Balchik, Bulgaria in June. The first edition of the newsletter involves dissemination to more than 1200 contacts, and the next one should be done in May. The work on the press releases should start as most BKHs have already firm arrangements and plans for their opening. The press releases should contain something tangible with pictures/videos, useful and interesting info pertaining to actual trainings or media events. A template will be prepared to be used by each partner whenever there is useful info to share.</p>
10:00 – 11:00	Setting up of BKHs: concluded agreements, partnerships and ongoing activities



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	<p>The 5 BKHs consecutively presented their approach to the setting up of the training centers. The presentations contained drawings of the premises, description of the concluded agreements with BKH hosts and supporters, and approaches for attracting qualified trainers. In all 5 countries, there is a clear vision for the setting up of the Hubs, although at a different state of progress. In Czech Republic, the BKH will be situated in the premises of an existing training center in Prague city centre, which will execute the trainings, as the agreement is already concluded. In Romania, the BKH will be set up in URBAN-INCERC premises, as a second branch would be organized in Brasov with the support of FPIP. In Turkey, the BKH will be situated in the premises of Ege University, as most of the preliminary work is completed and the demo models are now in preparations (ideas and initial drawings available). In Bulgaria, the BKH will be set up in the premises of “Henry Ford” professional high school as the agreement is expected to be concluded in May and some renovation work are planned for the summer and the opening for September. In Ukraine, the BKH is already set up in the Kyiv National University of Construction and Architecture; practical trainings will be done in several existing laboratories and training centers of industry partners with which there are already concluded agreements. Pictures and drawings from the new centers are available in the presentations from this session.</p>
11:00 – 11:30	Coffee break
11:30 – 12:30	<p>Business Plans</p> <p>The results from the conducted marketing surveys and the overall approach and progress with the local BKH business plans was presented by each of the teams. Despite the different approaches to the research, the results were comparable, as BG, TR and RO seem to have similar problems with low awareness, unwillingness to pay for the trainings, insufficient market drivers, few market players leading to higher market prices and wrong signals to investors. The markets are still in their early development stages, which, despite the opportunity to enter the market as an innovator, possesses serious threats for the sustainability of the action, especially in the first years of operation. Specific analyses were presented for the possible sources and volumes of income (RO) and market-acceptable price of the trainings (BG, CZ). In TK there is a major issue with the market realization of the concept, as the University is not legally able to charge any fee for the trainings. Thus, the training will be delivered for free in the current situation. Personal communications with people from</p>



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	<p>sector revealed that requesting a fee for trainings would cause a low level of attendance, which makes free-trainings compulsory . However, this unfavourable position is compensated with the support by the University management, local professional and industrial association and external supporters. UA presented an ambitious plan, according to which trainings will be supported by the university, private partners and, when possible by the government and local authorities and agencies, as the training will be delivered either for free or at very low price for the moment. In CZ, the issue with the constantly changing EE legislation was presented as a main barrier, but also in some cases driver for the trainings. It was emphasized that the quality and qualification of the trainers is very important, in a situation where there are still very few courses specialized in energy efficiency or passive house building/design. It was reaffirmed that 20% of the project budget is allocated to communication activities and it should be used wisely to attract trainees, to increase the demand for trainings and to change the attitudes not only of the potential users of the training service but also of all parties involved in the investment process and public recognition of energy and environmental issues.</p> <p>On a separate note, it was discussed that we should try to establish T2nZEB as a label, but we should accept identical or very close procedures in order to provide for quality assurance and general recognition. Identical standards and similar training schemes should be applied, which is hard to implement in practice given the fact that the situation in countries is different and the construction methods are different. We should be very careful to adhere to one and the same standards, so as to have equal quality, otherwise we might waste time to re-harmonize different approaches later on. National brands should be developed rigourously, based on the marketing research results.</p>
12:30 – 13:30	Lunch
13:30 – 15:30	<p>Product, price, place, promotion: what do we put on the market?</p> <p>The complete marketing offers of the 5 BKHs were presented during this session. They included issues as available training programmes, trained trainers, available facilities, different target groups as potential users of the training services, coordination with the legal requirements in terms of both certification process and applicability of the PH standard.</p> <p>It was recognized that in most of the participating countries nZEB and PH legislation is very weak. PH standards and anything close to them are not likely to be adopted in the near future. It was commented by the</p>



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	<p>Romanian team that in order to deliver trainings compatible (?) with the national energy regulation and the PH standard at the same time, lots of efforts and full access to information are needed to synchronize the different analytic and calculation approaches. On the other side, however, it was argued that the PH standards are not necessarily to be fully synchronized with national methodologies – this absence of coordinated standards is the situation in both DE and IRE. PH is based on physical laws and in very few regions are these set as national standards, so they constitute a different market for investors, and hence, for trainings. The approach of BG was presented as a possibility to integrate training according to the national requirements and legislation, including training on the PH standard and certification scheme. It was recognized that the BG team is in a somewhat privileged position as they started with the BUS projects – 10 training courses based on PHI model. A network along with a lecturers and trainee network is already established. TTT was also conducted with the support of BUS EnerPro PHI. They already have 100 trainers – a pool of trainers who are trained to ensure training provision any time. The market research was also conducted – gaps were already identified, on which BKH idea developed...Modules are almost complete, with an emphasis on RES as a regulated profession – the certificate is compulsory. The module based offer is prepared in such a way that one can upgrade their skills at any time. State-regulated certification on part of profession (short courses) or full professional qualification is possible and will be offered. Together with that, the objective is to provide PH trainings as the market is growing and there are no practical courses. The BKH will, thus, be well positioned. Managers of homeowners associations are a very important target due to the massive retrofit programme. The BKH aims to provide complex consultancy; consultation to non-specialists should be also provided, starting from design, implementation, monitoring, etc., as investors and project owners will be also targeted. They will continue providing demand-based trainings, as this will be easier to fund – from the budget, projects, private financing etc.</p> <p>In Romania a new established association ‘Cluster for promotion of nZEB (Pro-nZEB)’ is intended to be connected to the RO-BKH in order to support the operation of the hub and to facilitate the involvement of key market stakeholders (producers and builders) in the development of the practical trainings facility.</p> <p>A temporary schedule for trainings of BKH-TR was presented. It integrates trainings based on the local requirements and legislation. Modules are</p>
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	<p>almost accomplished, which are based on well-recognized and successful professional development courses and special emphasis will be given to the construction traditions of the country. Issuing certificates is also compulsory. The BKH-TR aims at filling –up the gap that currently exists regarding the know-how of the professionals and non-professionals in the design and construction of nZEBs.</p> <p>In Ukraine, training curriculum is based on the findings of the survey conducted in 2015 for assessing training needs of the target audiences and on relevant technical experience of MDI and National University of Construction and Architecture in architectural constructions and space-planning solutions regarding buildings and facilities; building physics; heat engineering; engineering networks; alternative energy sources. The training program for construction workers will consist of ten modules (40 hours of trainings, including 24 hours of practice) with focus on practical aspects regarding construction of the nearly-zero energy buildings; regulatory requirements to insulation of building envelopes; EE materials; modern structural solutions; and selection of efficient heat energy sources and internal ventilation in buildings. The training program for highly-qualified building specialists will consist of ten modules (40 hours of trainings, including 15 hours of practice) with focus on the fundamentals of design and estimation of EE technical solutions in construction and architecture; methodological aspects of design of EE buildings; engineering calculation of efficient constructions with the use of modern software; principles of integrated application of energy saving ventilation and heating combined with alternative energy sources. The training program for non-specialists decision-makers will consist of 11 modules (20 hours of trainings, including 4 hours of practice) with focus on technical, economic and legal aspects of the comprehensive implementation of EE measures; technologies and materials used in the construction industry; regulatory requirements to EE in construction, installation of EE heating systems, water supply, electricity supply and ventilation in the newly constructed and existing buildings; certification and energy audits; comprehensive EE improvements in residential buildings.</p> <p>It was generally agreed that the BKH training providers should generate the demand by offering an attractive, consistent and practical modules and demand-based trainings. The question still exists whether to establish a new label to support recognition by the market or to use the existing, tested and successful one (PH standard and labeling), or to integrate both approaches. The principles of the evaluation of the acquired PH knowledge</p>
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	<p>were discussed. Partners are free to apply the PH testing methods, and generally the PH approach for training, knowledge recognition and certification. PHI declared its continuing engagement to provide consultancy and advice to project partners on any arising technical issue. It was decided that it will be useful if Art McCormack and/or Wolfgang Hasper participate during the first batch of trainings to ensure quality and for advisory purposes (there is budget to cover logistics costs)</p> <p>At the end of the session, participants were asked to write down which BKH would they like to visit (all besides Bulgaria), based on the partners’ presentations – The winner is Czech Rep., followed by Turkey, Romania and Ukraine.</p>
15:30 – 16:00	Coffee break
16.00 – 17:00	<p>Training programs: discussion</p> <p>The intensive discussions continued in relation to the availability of the training programmes and the design of the training courses to be conducted in the BKHs. It is still considered an issue that different countries have different requirements for acquiring of professional qualification and certification according to their national qualification frameworks, which are impossible to meet with short training courses. Additionally, the requirements for energy efficiency in buildings are different so an attempt at unification of the training contents might not be applicable. It was confirmed that through specific agreements, the BKHs could use the training programmes and certification schemes of PHI, which, although not directed to cover the national regulations explicitly, could serve as a marketing tool to attract trainees. It was explicitly stated by the BG team that the training offer could be diversified and targeted to the local stakeholders’ needs, while at the same time with strict standards for delivering of quality training targeted toward ambitious energy efficiency targets. The Romanian team also expressed the intention to include PH courses among the programs to be developed and implemented within T2nZEB in RO-BKH.</p>
17:00 – 18:00	<p>Conclusion: planning, partnerships and networking activities:</p> <p>The deadlines for submitting of partners’ contribution to deliverables and the deliverables themselves agreed in the first session of the meeting were once again repeated and confirmed. It was agreed that a series of Skype topic-specific conference calls will be initiated, involving the concerned partners in the activities on D.3.1 and D.3.2.</p>



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	<p>It was proposed by the project coordinator and generally accepted that the project team should approach global producers of suitable equipment to support the entire network of BKH. A list of potential sponsors would be prepared and negotiations with them will start based on the existing relations. It was conferred that for any company it is to their advantage to provide materials during trainings, because the tradespeople recognize their products and are familiar with their use in actual practice, which, therefore, represents a good advertising strategy and up to now, all preliminary consultations have been positive.</p> <p>It was proposed and principally agreed with the respective partners that the next meetings will take place in Prague (peer review meeting, June or July 2016) and Sofia (StC meeting, September-October 2016) The communication strategy should be updated regularly with the popularization activities immediately reported.</p> <p>It was agreed that the teams of Ukraine and Turkey could make up for the missed TTT course by inviting Art McCormack or Wolfgang Hasper to attend a peer review meeting and/or a training at a newly opened BKH in the countries, given the availability of resources and approval by PO. It was agreed that this will strengthen the quality assurance and coherence of the project activities.</p>
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