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o SPRING | o 2017

Newsletter of the
Commissioning Specialists Association

PROFICIENT PROFESSIONAL COMMISSIONING



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This Edition of Index is sponsored by:

**Celebrate at the
2017 CSA Awards**

15th June 2017, Copthorne
Effingham Park Hotel,
Gatwick



The first 2-day "Introduction to Commissioning Management" Course took place on 15th and 16th March 2017 at the CSA office in Horsham. 11 delegates attended from as far as Canada and Spain. The course was presented by Glenn Hawkins of Clear Construction and the feedback from the delegates on completion of the course was extremely positive.



See Page 4 for full details of the training course content and dates for the next courses.

NEW MEMBERS We would like to welcome the following new members to the Association.

CORPORATE: SWIFT COMMISSIONING MANAGEMENT LTD, KING ENVIRONMENTAL SERVICES LTD

INDIVIDUALS: Robert Eadie, Chris Morgan, Jack Doak, Ewan Magill, Benjamin Carey, Peter Kennaway, David Hankey, Lyndon Farmer, Liam Hetherington, Samuel Burns, Jake Lindsay, Reece Burbridge, Martin Douglas, Kai Ferguson, Joel O'Connor, Declan O'Connor, Lee Jones, Ross Lingham, Josh Burgess, Billy Murray, Lee Jones, Joe McCulloch, George Dickinson

INDIVIDUAL ASSOCIATES: Rico M Seguin, Ionut Stefan Ciotau



Jules' News

Spring is on its way (thank goodness) and we now have the lighter evenings with the clocks going forward which is so nice!

I really must express my disappointment to our members, I am well aware after working for you for 17 years you tend to leave things until the last minute but I MUST NOW PUSH you guys to book your tickets for the CSA Gala Awards Evening on Thursday 15th June 2017. Until you come along and experience how professional and enjoyable the event is you can't be excused for not attending. I do expect all categories of CSA membership to come along and support the CSA—we are here for you, this is your Association.

All those who have attended this event in the last 2 years couldn't speak more highly of the whole event - from the AGM (in the afternoon) to the evening event. We try our best to organise these events for our members and hope that you will all participate as we go to great lengths to make it a fantastic evening. It is held at the Copthorne Effingham Park Hotel, right near London Gatwick Airport to make life easy for you to attend—whether you need to fly in, take public transport or drive (let's face it we all know where Gatwick Airport is and have at least flown out of there once in our lifetime).

So, please support your CSA, come along and have an enjoyable evening with us!!!! Get on the website and book your TICKETS!!!

Those of you who still have **not paid their memberships for 2017 must pay by 28th April 2017** or they will be lapsed—I will be contacting all those who still have not paid.

The first 2-day introduction to Commissioning Management Course took place at the CSA offices on 15th and 16th March 2017. We nearly had a full house (one person cancelled) of 11 attendees and they spoke to me after the course and couldn't have been more enthusiastic and complimentary about the course—please book your place early by contacting me at the CSA office.



David Antonio

Engineer for the Building Performance and Systems team at Ove Arup and Partners volunteered to take the reigns as the CSA Training Sub-Committee Chairman with immediate effect.

Tony Anderson (previous Training Sub-Committee Chairman) has gone overseas and consequently geographically has had to step down from this position, but will still continue with the Grade 5 Thesis together with Paul Brown who will continue to write and mark the Grade 4 Exam Technical and Theory questions and marking the DLC test papers.

The BPS team at Ove Arup & Partners is a multi-disciplinary team whose main focus is improving the way in which buildings perform. This includes experts in building energy performance, building services, building management systems and automatic controls, metering and monitoring systems, systems commissioning and validation, systems integration and occupant satisfaction evaluation.

We work in troubleshooting problems in buildings which can range from improving performance in terms of comfort, carbon and costs to investigating catastrophic failures.

The team works in an integrated way bringing to bear the mechanical, electrical BMS/controls and human factors expertise to provide practical solutions to these problems.



BPS is the team that bridges the gap between the design and the practical application on site, ensuring the delivery of a building that can be and is correctly commissioned by engaging with the client since the inception meeting all the way through to building occupancy.

GRADE 4 EXAM — NEXT EXAM DATE

The next Grade 4 exam has been set for Saturday 20th May 2017—if you would like to take the exam, please e-mail to confirm—office@csa.org.uk and I will then forward you the latest copy of the "Mock" Grade 4 Exam paper.

Distance Learning Courses A, B & C

Well Done to those listed below who have recently passed the DLC tests.

DLC A

Ion Raileanu, Merit

Chris Moran, Merit

Callum Hill, Pass

Dan Blair, Pass



Due to the growing demand of Commissioning Services – Airtech Premier Ltd have invested in a new regional branch to extend the reach of our brand to the North.

We are very pleased to announce the opening of our Manchester office, which is managed by our Lee Berrisford. The branch is now fully open and accepting enquiries at: Unit 3, The Old Chapel, Buildmain Business Centre, Laburnum Avenue, Atherton, Manchester, M46 9FP or email lee.berrisford@airtechpremier.co.uk.

One of my key objectives during my time as Chairman of the CSA is to try and bring through the next generation of engineers and get them involved with our Association. The training the CSA offer is second to none and is further enhanced with the recent Introduction to Commissioning Management course.

One thing we recently discussed during a committee meeting was apprentices – this is something we at Airtech Premier Ltd have recently got involved with and I have invited our own Matt Tansley to share some of his thoughts.

Andrew Watkin – Managing Director

Matt Tansley – Airtech Premier Ltd apprentice

Hi my name is Matt, I am 20 years old and live in Ware, Hertfordshire.

I recently passed my GCSES / A-levels and have started studying Engineering at Harlow College, a subject that I have always been interested in.

I also have a passion for cars and by working hard I have been able to buy cars that I've always wanted. I love being able to modify my cars myself and overcome all the problems that I have faced whilst doing this.

Airtech Premier Ltd had been in discussions with my college, which runs an apprenticeship scheme. I was interested in this because it would provide me with valuable work experience and would allow me to gain the knowledge and experience required in order to succeed.

I started working in the Harlow office which specialises in the Ventilation / Ductwork side of the business and have been working on: take-offs, estimating, site surveys and CAD.

I carried out site surveys and have got involved with the ordering of materials, initial site setup and have gained a greater understanding as to how the ductwork is installed and how the air flow through the duct is controlled. This included working closely with the commissioning division and it is interesting to learn about the importance of duct-sizing and the locations of dampers.

Recently I have started working with the Commissioning Division.

I am particularly keen to get involved with the theory side of this which will be greatly helped by my current college course. I have heard lots about the Distance Learning Courses and look forward to working my way through them.

The Airtech Premier Commissioning Engineers are very experienced and have a wide and varied knowledge and always take the time to make sure I understand the commissioning processes. I have worked on a variety of projects which I have found very interesting as they offer many different situations and scenarios.

Everyone here at Airtech Premier Ltd have been really helpful which makes working here really enjoyable and I look forward to a long future ahead with them.



Matt Tansley



COMMISSIONING SPECIALISTS ASSOCIATION

MAKING BUILDINGS WORK

Introduction to Commissioning Management 2-day Course

With an already established and renowned portfolio of training courses, the CSA has constructed the 'Introduction to Commissioning Management' course to give real life insight and guidance to the Commissioning Management Process.

This 2-day course is split into 8 sessions, providing exercises to assess and guide Delegates through specific activities.

Each session contains:

- the source material
- detailed guidance through the process
- an interactive session "exercise" to end each session

On successful completion of all 8 sessions each delegate will be awarded a CSA Introduction to Commissioning Management certificate and CSA members who are a Grade 5 and have the relevant path of development experience would then be able to apply for their Grade 6.



An Overview of the Training Course

Day One

- Project delivery in the 21st Century built environment
- Commissioning: what is it and why it is important
- The commissioning process for a construction project
- Management of the Commissioning process
- The commissioning management specialist
- Getting started on the project
 - Forming a commissioning team
 - Producing a commissioning plan
 - Commissioning team administration
- Commissioning-focused design reviews
- Programming commissioning activities

Day Two

- Factory acceptance tests
- Preparation for site-based commissioning works
 - Pre-start commissioning workshops
 - Production of pre-start documentation
- Monitoring and controlling commissioning works on site
 - Tracking Commissioning activities
 - Verifying and documenting commissioning works
- Project handover and close-out
 - Producing a final project commissioning report
 - Initial occupation support
 - Seasonal commissioning

Course Location

In keeping with its other training programmes, this course will be conducted at the CSA offices in Horsham, West Sussex.

Course Dates (TBC)

(next 2-day course dates —4th & 5th July and 5th & 6th September 2017)

Course Pricing

This unique 2-day course is priced at £600.00 + VAT for CSA Members and £700.00 +VAT for non-members.

For further information and to express interest in attending this important training course, please contact Julie Parker or Joanne Rowe at the CSA office on +44 (0) 1403 754 133 or by email at office@csa.org.uk.



NEW COMMISSIONING MANAGEMENT 2 –DAY COURSE

Around the world, commissioning is increasingly being seen as a crucial part of successful construction project delivery. Clients and their construction project teams are also recognising that commissioning is a multi-stage, quality assurance process—not just a series of hands-on activities that take place on site.

On the 15th and 16th March 2017, the CSA ran its new 2-day training course entitled “An introduction to commissioning management” the first time. This highly interactive course aims to help professionalise the commissioning management profession, educate CSA members and inform other built environment professionals about the commissioning process.

The course explains what commissioning is and why it is important, discusses commissioning management and takes a journey through the different stages of the commissioning process to look at the activities that project teams need to get right. A wide variety of practical exercises relating to

commissioning documentation are undertaken over the 2 days.

The course was led by Glenn Hawkins of Clear Construction and held in the training room of the CSA’s Horsham office. 11 delegates within a diverse range of ages, experience and backgrounds attended - with some travelling from as far afield as Scotland, Spain and Canada. The attendees rated the course a great success, with an average score for content and delivery of 92%.

CSA Grade 5 Individual members can apply for their Grade 6 after successfully completing the course and all delegates will receive a certificate to say they have successfully completed the course.

Further courses are scheduled for the 4th and 5th July and the 5th and 6th September 2017. If you would like to find out more about the course and book a place, please contact Julie – email: office@csa.org.uk, 01403 754133.

A few quotes from feedback from attendees;

All stages of the course were very useful, the 8 stage diagram makes real sense and is a good tool...

Gary Weir

All information was found to be very useful and presented well. The Group exercises were useful as they prompted thought and allowed for follow up feedback...

Matthew Murray



Clear Description of the Commissioning process with good explanation of the various stages...

Gary Whitehouse

I found very useful the various stages of the design and project lifecycle & where various commissioning activities fit into that...

Gary James



Chairman's Thoughts



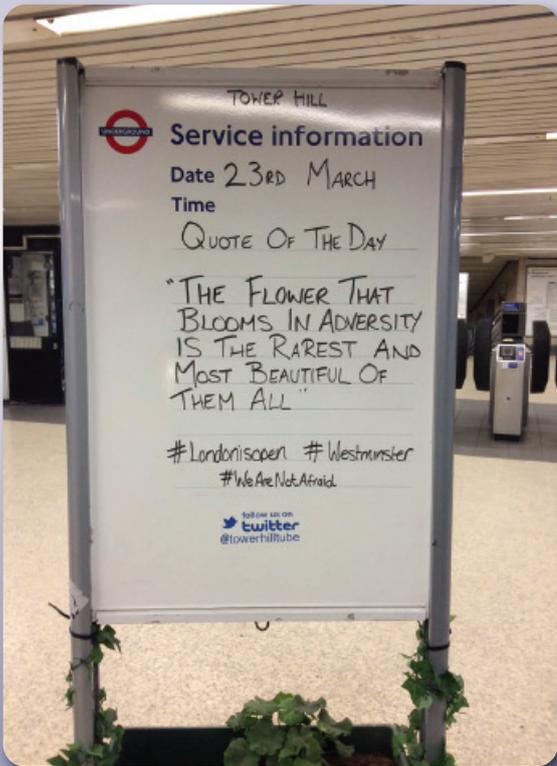
I had planned to write about the UK leaving the EU and invoking Article 50 of the Lisbon Treaty - which gives the two sides two years to agree the terms of the split. Theresa May triggered this process on 29th March, meaning the UK is scheduled to leave on 29th March 2019.

I was going to add my thoughts about what impact this may or may not have on our industry.

However this all changed after the tragic events on 22nd March where five people died, including the attacker, and at least 50 people were injured in a terror attack near the Houses of Parliament in London.

Many of us live and work in London and I think a lot of the recent newspaper headlines sum up our feelings:

#WeAreNotAfraid: Defiant Londoners return to work after attack



Defiant Londoners are heading back to work 'as normal', telling those responsible for the terror attack that the events did not succeed in crushing their spirits and making them afraid.

Even though my business is sponsoring this Edition of Index I would like to dedicate this issue to the police and the emergency services.

They work incredibly hard to keep us safe and have once again shown tremendous bravery in the face of adversity. I truly believe that our police and security services are the best in the world and work tirelessly to protect us. It is therefore heartbreaking what happened to PC Keith Palmer who was stabbed to death during the attack.

In the words of the Prime Minister, they ran towards danger, all the time encouraging others to run towards safety.

These events once again highlight the fragility of life and even though in our Industry – we are competing with one another, we can still all come together and help each other out when needed.

Tracey's Sponsored Swim Challenge



I completed a sponsored swim for Type 1 Diabetes of 21 miles or 1600 lengths equivalent to swimming the English Channel but at my local swimming pool in Horsham.

The challenge was set over 12 weeks from 9th January until 3rd April 2017 and I actually completed this in 6 weeks (a week off due to half term).

I would like to thank all of you for your donations and I raised over £500 for this very important charity.

This is a charity very close to my heart as most of you know, my son is Type 1 Diabetic and he was diagnosed at the age of 6. As he is now 16 and 10 years down the line having this condition, I felt it was a good time to raise awareness and funds for this charity. My son has met many different challenges and all of us as a family during this time, from teaching him to take regular blood glucose test every 2 hours during the day and night. He does carbohydrate count every meal and calculates the correct dose of insulin. This can also impede his sports i.e. he loves football, but this affects his blood sugar levels. From the age of just 6, he has had to self inject and since the age of 10, has been on an insulin pump which he wears 24/7 and has to change his canular every 2 days.

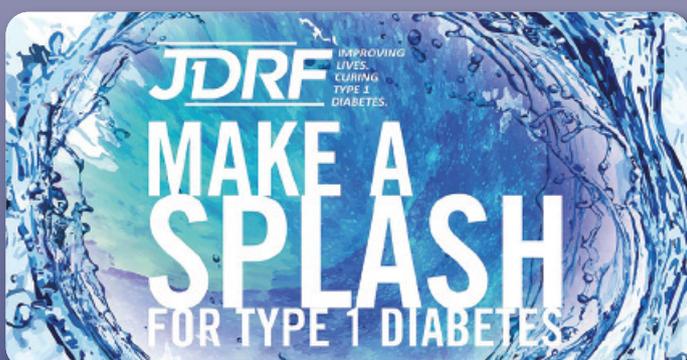
I am proud to say that he has grown into a fantastic young man and doesn't let Diabetes rule his life, he rules it!

You can still donate to this charity by going direct on JDRF website.

I promise to keep swimming ... as I won't be hanging my hat or goggles up just yet!!

Thank you again—Lots of love to all

PS. Julie & Jo—supported me from the side lines cheering me on with a cheeky glass or two!



Well Done Tracey—we're very proud of you—let's celebrate!!



CSA SOCIAL MEDIA HAS A FRESH NEW LOOK



We have been working on refreshing our social media platforms: LinkedIn, Facebook and Twitter which started around a month ago now. We have regular posts (2-3 times a week) discussing all about what is going on in the CSA with all the latest news and updates.



LinkedIn:

We have now created a Company Page, where the actual company can post updates and this gives us the opportunity to possibly have paid advertising opportunities in the future, where we target LinkedIn members by a variety of different characteristics.

However, due to having to create a CSA Company Page we are currently lacking followers on this, **so please can everyone make sure they follow the page, you can search for it on LinkedIn itself, visit our website for the link or just click on the link below/**

New linkedIn company page is: <https://www.linkedin.com/company-beta/11058669/>



Facebook:

We have been seeing really positive insights from Facebook. The engagement with our posts is up 1,308% compared to previous months with an average of 183 people viewing each post in March. In terms of page views we are up 600% from February, with more people viewing our page on a regular basis.

These are very positive insights and we are currently looking at timings of posts and when Facebook members are most engaged with our posts, in order to maximise these to have the highest engagement.



Twitter:

This is the lowest amount of engagement we have from all the social media sites due to the lack of followers we have. This is going to be improved as we are going to start following members and any other companies we work with in order to create more engagement on this social media platform.

However, LinkedIn and Facebook will remain the core focus, due to the audience on these platforms.

Content:

The content so far in March has focused on the following:

- The CSA Awards and Gala Dinner 2017
- The most recent press release
- The 2-day Introduction to Commissioning Management course
- Nominations for the CSA Awards 2017
- The Spring Index

For April we are currently planning some more exciting posts that will be sent out on all of our social media sites and will continue doing this from now on.



COMMISSIONING SPECIALISTS ASSOCIATION

MAKING BUILDINGS WORK



Thursday 15th June 2017, Copthorne Effingham Park



The CSA Awards 2017

Welcome to the commissioning industry's biggest celebration!

The Gala Dinner is the highlight of the commissioning industry's social calendar, celebrating the very best as finalists and winners are awarded certificates and trophies in the charged atmosphere of the awards ceremony.

Whether it's taking a table to host customers or booking a few seats for you and your team, don't miss this fantastic opportunity to enjoy live entertainment, great food and to celebrate with industry's best and brightest. Book your tickets here.



Ashford

BSRIA



Contact the team

If you would like to know more about the CSA Awards 2017 or have any questions, you can contact us on:

Phone: 07785 290034 or CSA office 01403 754133

Email: andrew@touchwavemedia.co.uk

Web: csa-awards.co.uk



Enter the 2017 CSA Awards!

It's your chance to prove to peers, clients and competitors that you're at the top of your game!

The CSA Awards is now regarded as one of the leading building services events. If you, or your company have something to shout about, these awards provide the perfect platform to get noticed. Entering is easy and free. By putting forward an awards entry, you are demonstrating confidence in the quality of your work, people or product.

If you're lucky enough to be shortlisted by our panel of experienced judges, you'll be promoted throughout the industry by our press partners and our own marketing team. The gala presentation dinner caps off the awards programme in style. Experience amazing entertainment, celebrate with colleagues, network with peers and be part of the commissioning industry's best celebration!

THE CATEGORIES

- Project of the Year
- Product Innovation of the Year
- Commissioning Provider of the Year
- Investment in Training Award
- Student of the Year
- Engineer of the Year
- Lifetime Contribution

2017 EVENT CALENDAR

**NOMINATIONS
ARE OPEN**

NOMINATIONS
CLOSE

24 April
2017

JUDGING
SESSION

4 May
2017

FINALISTS
ANNOUNCED

12 May
2017

WINNERS
ANNOUNCED

15 June
2017

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To keep pace with our continued growth and range of Water Treatment Products & Chemicals, Vexo are very pleased indeed to welcome on board Matthew Skinner as Business Development Manager for the London & SE region. Matt joins us from Flamco UK Limited where he was Regional Sales Manager and prior to that Technical Sales Engineer at Witt Gas Techniques. Matt has a wealth of both technical and sales experience and using these skills will continue to work closely with BSS Industrial our national distributor in addition to MEP Design Consultants & Contractors, FM Specialists, Developers and end user clients. Matt can be contacted on 07500 776073 and matthew.skinner@vexoint.com



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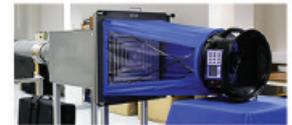
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