

Green Star Accredited Professional

Aim of the Credit

To recognise the appointment and active involvement of a Green Star Accredited Professional in order to ensure that the rating tool is applied effectively and as intended.

Credit Criteria

1	Accredited Professional	<p>1 point is available where a Green Star Accredited Professional – Design & As Built (GSAP) has been contractually engaged to:</p> <ul style="list-style-type: none"> • Provide advice, support and information related to Green Star principles, structure, timing and processes; • Provide guidance and support in all stages of the project leading to certification.
---	--------------------------------	---

Compliance Requirements

1 - Accredited Professional

The GSAP must be enrolled in the CPD program and be current with their accreditation from schematic design to practical completion.

The GSAP must provide advice and support to ensure that the project team has access to information covering Green Star principles, structure, timing and process including:

- Eligibility
- Environmental Categories
- Point allocation and scores
- Documentation and compliance requirements
- Technical Clarifications and Credit Interpretation Requests
- Certification process
- Green Star branding and marketing rules

The GSAP must deliver at least one workshop to the project team covering the topics above. It is expected that this workshop will be of most benefit at project inception.

The GSAP must also provide guidance and support in all stages of the project, as follows:

- Participate in meetings and workshops.
- Review all documentation for compliance with Green Star.
- Be responsible for the preparation and execution of the Green Star submission(s) for certification.

The GSAP must be the 'primary contact' for the project.

Multiple GSAPs

In some cases, the role of the GSAP can be fulfilled by different individuals throughout the project. This is acceptable as long as each GSAP individually meets the requirements of this credit (apart from the workshop requirement) and this role has been fulfilled continually from schematic design to practical completion.

It also needs to be demonstrated that there has been a process in place to capture and transfer knowledge from one GSAP to another.

Guidance

Multiple Buildings Single Rating Guidance

The GSAP duties as described above must have been performed in relation to all buildings in the project scope.

Definitions

Schematic Design - First phase in the design of a project where an architect, interior designer or engineer prepares drawings providing a general view of the components and the scale of the project based on the client brief.

Practical Completion – practical completion is achieved when all the necessary construction work is completed. The timing is determined on the occupancy certificate date of issue.

Documentation Requirements

'Design Review' Submission (Optional)

Projects teams are to submit documentation / information marked with an asterisk* for 'Design Review'.

As Built Submission

All project teams are to submit the following documentation:

Submission template*

- GSAP name(s), contact details and dates of appointment.
- Summary of the involvement of the GSAP in the project.

Project teams are required to provide documentation supporting credit compliance. The following documents may be used to demonstrate compliance:

- **Certificate of accreditation for the nominated GSAP.** The nominated GSAP CPD enrolment must be valid from the time of schematic design to practical completion.
- **Letter of appointment from the client or head contractor** confirming the appointment of the GSAP in the project. The letter must include a scope of works as per the Compliance Requirements section of the credit. The contract or letter should confirm that the GSAP is appointed from schematic design until practical completion.

If multiple GSAPs have been engaged the Letter of Appointment should list all GSAPs and the period of their engagement.

- **Meeting minutes** demonstrating input from the GSAP.

Please provide feedback on the technical content of this credit:

DRAFT CONTENT