

Building Performance Institute, Inc.

SITE SUPERVISOR CERTIFICATE

Comprehensive Program Guide



What is the SSC?

The Site Supervisor Certificate (SSC) is designed for professionals who supervise and assist in home performance and retrofitting activities. This certificate ensures quality workmanship, safety, and customer satisfaction by equipping worksite supervisors with the necessary knowledge, skills, and abilities to lead projects effectively.

Program Overview

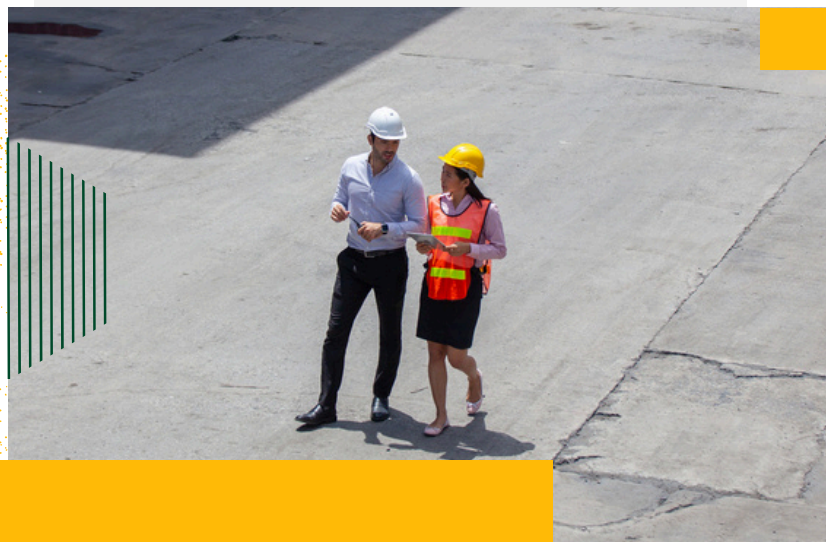
The SSC is ideal for professionals who:

- Supervise job site activities and personnel
- Ensure adherence to industry standards and worksite safety
- Maintain quality control and worksite documentation
- Policy makers and energy program managers
- Lead client interactions and manage personnel

What You'll Learn

- Best practices in managing retrofit work
- How to ensure safety and compliance on job sites
- Oversight on quality control and documentation
- How to meet industry standards and specifications

**Elevate Your Role on
the Job Site**



Where Leadership Meets Quality in Home Performance



How to Earn Your SSC

Step 1: Review the Site Supervisor Scheme Handbook

The Site Supervisor Scheme Handbook outlines the certificate process, prerequisites, and required skills.

- It is recommended that all applicants read the handbook thoroughly before applying

Step 2: Submit Your Application

- Access the application through the [BPI Certificate Portal](#)
- Document your prerequisites (knowledge and experience) as detailed in the handbook
- If additional experience is needed, consult your employer or a BPI Test Center for training opportunities.

Step 3: Pay for the Exam & Optional Training Module

- SSC Exam Fee: \$200 if paid by ACH/Check/Debit or \$206 if paid by Credit
- Optional Training Module: \$150 if paid by ACH/Check/Debit or \$154.50 if paid by Credit (*not required but recommended*)

Step 4: Take the Exam

- Once your application is approved, you can schedule your exam
- The exam tests your knowledge of site supervision, leadership, and worksite safety.

Step 5: Check Your Score & Receive Your Certificate

- After completing the exam, your score will be available immediately on-screen
- Scores and certificates can also be accessed in the BPI Certificate Portal.

➤ **BPI Certified Professionals:** Earn 6 CEU credits by passing the SSC and uploading it to BPI's CEU Account!



Who Should Earn the SSC?

Contractors & Worksite Supervisors

Ensure job site leadership and accountability. Ideal for:

- Worksite supervisors & crew leads
- Contractors looking to identify leaders on their team
- Field technicians with leadership responsibilities

Home Performance & Retrofit Professionals

Maintain quality control and customer satisfaction.

Perfect for:

- Energy efficiency & weatherization professionals
- Insulation, HVAC, and retrofit specialists



Construction & Workforce Development Leaders

Develop a skilled, accountable workforce. Great for:

- Program managers overseeing retrofit projects
- Employers seeking structured leadership training for employees

Frequently Asked Questions

1	What are the prerequisites for the SSC?	Candidates must document experience and baseline knowledge as outlined in the Site Supervisor Scheme Handbook. If additional experience is required, work with your employer or a BPI Test Center.
2	Is training required before taking the exam?	No, but an optional Training Module is available for \$150.
3	How do I apply for the SSC?	Applications are submitted via the BPI Certificate Portal .
4	What is the cost of the SSC exam?	The exam fee is \$200. Optional training module: \$150 (<i>not required but recommended</i>).
5	When will I receive my exam results?	Scores are available immediately after the exam. Certificates can be accessed through the BPI Certificate Portal.
6	How do I earn BPI CEUs?	BPI Certified Professionals can earn 6 CEU credits by: <ul style="list-style-type: none">• Passing the SSC Exam• Uploading their SSC Certificate to BPI's CEU Account

Ready to Get Started?

- [Download the Site Supervisor Scheme Handbook](#)
- [Apply for the SSC](#)
- Have Questions? [Contact Us!](#)

Visit Our [Website](#) to Explore Further!

This document serves as a reference guide for individuals interested in earning the Site Supervisor Certificate.

