

DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION

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www.red.state.nv.us

ENERGY AUDITOR LICENSING
NRS Chapter 645D
Effective July 1, 2011

Licensure as an *Energy Auditor* is required in Nevada to perform an *Energy Audit*, an *Energy Assessment* and a *Limited Energy Audit*.

Any procedure performed which is listed under subsection 1 of [NRS 645D.300](#) requires personal licensure by the Nevada Real Estate Division.

Energy auditor means a person who is licensed pursuant to [NRS 645D](#) to conduct energy audits of homes. The energy auditor must adhere to the standards set forth and the aspects in Assembly Bill 432 (2011 Legislative Session) – now codified into [NRS 645D](#). A written report based upon the energy audit must be provided to the homeowner.

Energy audit means a consultation to improve the energy efficiency of a home conducted pursuant to [NRS 645D.300](#).

Energy Assessment means an evaluation of one or more of the appliances or systems listed in paragraph (f) of subsection 1 in [NRS 645D.300](#).

Limited Energy Audit means an evaluation of a home which includes less than the entire home, but includes the provision of at least one of the services in paragraphs (a) to (e), inclusive, (g), or (h) of subsection 1 in [NRS 645D.300](#).

To apply for Licensure

Application for licensure is available on the Division's website at www.red.state.nv.us by clicking on the Forms tab - **Form 663 Energy Auditor Checklist and Application**.

The application must include the following:

- Completed Form 663 – Energy Auditor Original Licensing Application
- Appropriate Fees
- Fingerprint Cards and fees as applicable
- Form 664 – Location of Records
- Proof of Training and Experience
 - ✓ Certification from approved Certification Program and
 - ✓ Certificate of Completion from approved Training Course Provider
- Proof of General Liability and Errors & Omissions Insurance

Approved Training Course Providers

Administrator approved Pre-Licensing Training Courses which consist of a minimum of 40 hours of training and practice in areas specified in paragraphs (1) to (21) of subsection 1 in [NRS 645D.205](#) may be found on the Division's website at www.red.state.nv.us by clicking on the Forms tab - **Form 700 Energy Auditors Approved Pre-Licensing Training Course Providers & Certification Programs**.

INFORMATIONAL BULLETIN #21

Background Investigation

Applicants are required to submit to criminal background investigations. The Division must receive reports from both the State Repository and the Federal Bureau of Investigation before a determination can be made to issue a license.

Applicants have two options by which to have their fingerprints taken however, **the Real Estate Division recommends using one of the approved electronic fingerprinting vendors** (Form 619) for the fastest processing. Fingerprints electronically submitted generally take 4 to 6 weeks for the Division to receive back reports from both State and Federal agencies. Hard copy fingerprints submitted with the processing fee to the Division with the application take longer.

- 1) Nevada authorized digital (electronic) vendor. The list of authorized electronic vendors may be found on our web site on Form 619: <http://red.state.nv.us/forms/619.pdf>. Fees for processing are paid to the authorized vendor. Verification that fingerprints have been submitted will be provided by the vendor and must be submitted with the application.
- 2) Law enforcement agency. Two hard copy fingerprint cards per person must be submitted along with a **money order in the amount listed on application form 663 made payable to the Department of Public Safety**. Prints may be taken by a law enforcement agency in any State. The two hard copy fingerprint cards must be submitted with the application. We do not accept hard copy fingerprint cards “early” before the application is submitted.

Approved Certification Programs

The Administrator has approved the following Certification Programs:

- **Building Professional Institute (BPI) *Building Analyst Professional***: Pass the 2-hour 100-question multiple choice Online Building Analyst Professional Certification Exam with a score of 70% or higher. Successfully pass a 2-hour field evaluation with a score of 70% or higher and 85% or higher in the Combustion Appliance Zone (CAZ) and CO sections. Maintain certification every 3 years by taking a combination of continuing education courses and a renewal field evaluation.
- **Building Professional Institute (BPI) *Energy Auditor***: Meet Prerequisites for Energy Auditor Certification. Pass the multiple choice test. Pass a practical evaluation. Maintain certification.
- **Residential Energy Services Network (RESNET) *Home Energy Rater***: Pass the national HERS Rater test with a minimum score of 80%. Complete 2 training ratings with a Certified Trainer. Complete 3 probationary ratings with a Rating Provider. Maintain certification every three years by passing the national test for certification or document 18 hours of attendance at approved conferences or professional development courses.

For more information on the Energy Auditor Program go to:
<http://red.state.nv.us/inspectandaudit/ios.htm>

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