



# CBD Assessor Re-Accreditation

## CBD Re-accreditation process

### Stream A - CBD Assessors who have previously completed assessments





If you are an assessor who has previously submitted a Tenancy Light Assessment (TLA) you will be required to complete a re-accreditation application form on the CBD website confirming all your details are correct and pay the 3 year accreditation fee of \$415.

-  Re-Accreditation Application Form
-  Accreditation payment of \$415

You will also need to maintain your NABERS accreditation and insurances. To refresh your knowledge, we encourage all assessors and any staff members who may assist them to complete the CBD Online Learning module and the CBD TLA training exam. These tools have been updated and cover Version 3 of the TLA rules.

### Stream B CBD Assessors who have not previously submitted an assessment

If you are a CBD assessor who has not previously submitted a Tenancy Light Assessment (TLA) you will additionally be required to complete the CBD Online training manual and the CBD Tenancy Lighting Assessment training Exam within 3 months of accreditation. This requirement aims to demonstrate and refresh your knowledge of current CBD program requirements and the TLA Rules (Version 3).

-  Re-Accreditation Form
-  Accreditation payment of \$415
-  CBD Online learning module (complete within 3 months)
-  CBD TLA training Exam (pass within 3 months)

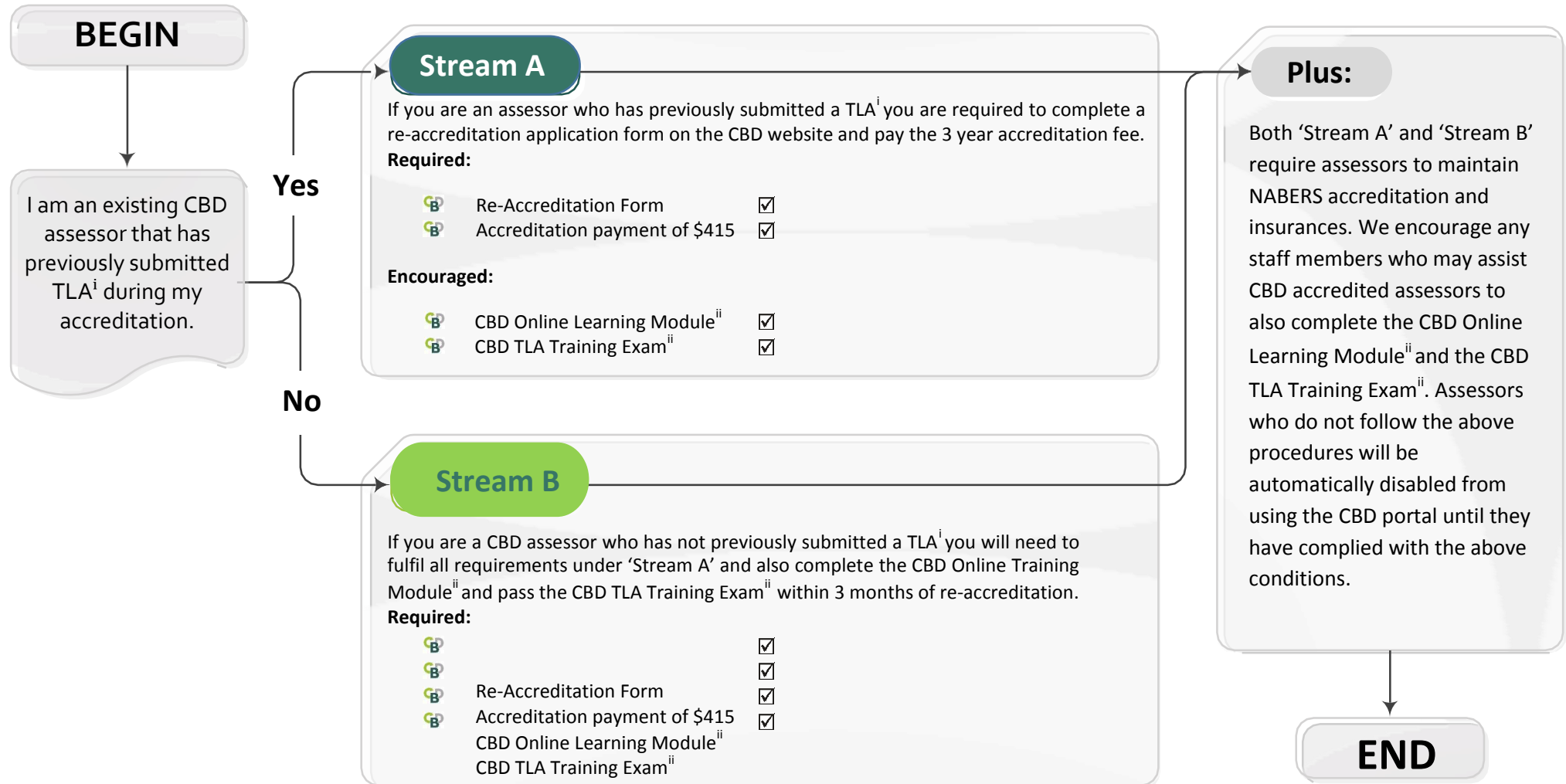
You will also need to maintain your NABERS accreditation and insurances. We encourage any staff members who may assist accredited assessors to complete the CBD Online Learning module and the CBD TLA training exam. These tools have been updated and cover Version 3 of the TLA rules.

## What happens if I do not complete this process?

CBD Assessors who do not follow the above procedures will be automatically disabled from using the CBD portal until they have complied with the above conditions.



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<sup>i</sup> Tenancy Lighting Assessments (TLA) apply to assessments submitted under both 'Version 1', 'Version 2' and 'Version 3' of the 'CBD Tenancy Lighting Assessment for Offices Rules'.

<sup>ii</sup> The CBD Online Learning Module and CBD TLA Training Exam have been updated to cover current processes and Version 3 of the TLA Rules.