



# Installer Badges Toolkit

**The Installer Badges Toolkit provides a flexible, customizable model for a competency-based apprenticeship approach to training and skills recognition across the home energy retrofit industry.**

The National Renewable Energy Lab (NREL) and the U.S. Department of Energy (DOE) Weatherization Assistance Program (WAP) are collaborating with the home energy retrofit industry to support the development of skilled workers. The Installer Badges Toolkit provides a flexible, customizable, and voluntary approach to training and skills recognition for WAP implementers, utility programs, private sector workers, and contractors. It can be the basis of a competency-based Registered Apprenticeship, which offers greater flexibility and options for addressing talent development needs through apprenticeship, detailed here: <https://www.apprenticeship.gov/>.

The Toolkit is based on a Job Task Analysis (JTA) and Standard Work Specifications (SWS), which both provide the foundation for certification schemes, accredited training programs, and stackable credentials, or the sequence of credentials a worker can accumulate to move up a career ladder. The JTA describes the various tasks one must be able to competently perform to fulfill a certain job, as well as the necessary knowledge, skills, and abilities. The SWS industry guidelines ensure effective, durable, and safe home energy upgrade work. WAP and the 2018 Crew Leader certification scheme committee developed the Badges Toolkit with funding from WAP and facilitation by NREL.

## A Flexible, Customizable Skills Verification Toolkit

The Installer Badges Toolkit consists of 25 Badges, each representing different energy efficiency tasks that an installer could perform on a home. Each Badge defines the desired outcome, criteria to verify, applicable material requirements, and references to SWS or other relevant standards. Workers earn Badges by completing each task and receiving approval from a qualified supervisor. To track progress, trainers or sponsors can provide workers with a physical Badges Passport or a digital badging platform.

The Badges provide a consistent approach to training by ensuring that installers in different regions are learning the same skills nationwide. Organizations can also customize the Toolkit by choosing only those Badges that are relevant to their program.

Whether workers earn Badges on the job with supervisor approval or at a training center, the work quality requirements are consistent. This allows workers to transfer applicable skills to other areas or programs without needing repetitive training, as well as provide a baseline for testing the competency of existing workers without necessarily pulling them out of the field. The Badges can also help entry-level workers gain independence on the job site, and the on-the-job training approach provides workers with a chance to start earning a wage more quickly.

**Download the Installer Badges Toolkit:**  
<https://sws.nrel.gov/installerbadges>



## How to Implement the Installer Badges

The Badges Toolkit is free, voluntary, and available for download at: <https://sws.nrel.gov/installerbadges>. The Toolkit includes:

- **How to Use the Badges Toolkit:** a brief overview of how an organization can use the Toolkit.
- **Badges Toolkit Worksheet:** what to consider when determining how to incorporate the Badges.
- **Crew Leader Job Task Analysis Spreadsheet:** indicates how the Badges align with specific areas of the JTA.
- **Installer Badges Passport:** pages for each Badge, as well as places for the installer and the supervisor/trainer to record the number of times a worker successfully completes a task.
- **Installer Badges Verification Criteria:** includes sample inspection checklists for each Badge. These can be modified as needed based on approved variance requests or more stringent requirements. They also provide a basis for consistent inspections and awarding of Badges.

These materials provide guidance on how to evaluate and adapt the Toolkit for an organization's unique needs, such as determining which Badges are most relevant, revising the customizable sections of the documents, and working with stakeholders to implement documentation and training.

## For More Information

To download the Badges Toolkit, visit: <https://sws.nrel.gov/installerbadges>. For questions, contact: [workforce.guidelines@nrel.gov](mailto:workforce.guidelines@nrel.gov).

For more information about the DOE WAP: <https://www.energy.gov/eere/wap/weatherization-assistance-program>.

*Photos by Dennis Schroeder / NREL 28764, 28731, 28577*

## Installer Badges



JTA and SWS are the underlying foundation for certification

schemes and accredited training programs. The Retrofit Installer Technician tasks are the basis of the 25 Installer Badges.

Examples include:

- Work Lead-Safe
- Air Seal Attic Floor
- Seal and Dam High-Temperature Heat Sources in Attic
- Prep Attic Floor for Insulation
- Treat Attic Hatch
- Insulate Attic Floor and Pass Inspection First Time.