

# Information bulletin – project-based activities – measurement and verification – document release December 2017

Version 1.0 – 14 December 2017

## Overview

We have released new and updated documentation for parties interested in participating in project-based activities (PBA) under the VEET scheme using the measurement and verification method. With this release, our PBA administrative processes and guidance are now considered complete.

This information bulletin also provides interested parties with an update on the response of the market to this new method of creating Victorian energy efficiency certificates.

## Who is impacted by these changes

The following stakeholders may be impacted:

- Accredited persons (APs) that intend to participate in project-based activities using the measurement and verification method.
- Current and prospective approved measurement and verification professionals.

Interested stakeholders should be aware of the below changes when considering undertaking PBAs using the measurement and verification method.

## Changes to documentation

### New documents released

The following new documents have been released:

- *Application for impact report approval – project-based activities – measurement and verification*

### Updated documents

The following existing documents have been updated:

- *Explanatory note – project-based activities – measurement and verification – part 1: activity guidance* (updated to include new impact report applications and how to create VEECs)
- *Explanatory note – project-based activities – measurement and verification – part 2: compliance requirements* (updated to include new impact report applications and how to create VEECs)
- *Application for approved measurement and verification professionals* (updated to include separate undertaking)
- *Application for scoping plan approval – project-based activities – measurement and verification* (updated to remove Appendix A)
- *Application for project plan approval – project-based activities – measurement and verification* (updated to remove Appendix A)
- *Application for variations – project-based activities – measurement and verification* (updated to include new Victorian Energy Upgrades template)
- *Measurement and verification summary – project-based activities* (updated to include new impact report applications and how to create VEECs)

All of the above documents can be found on the [Publications](#) page of the VEET website.

## Market response and other items

### Interest

Following the commencement of PBA regulations on 19<sup>th</sup> June 2017, there has been a great deal of interest in this method and the commission has fielded many questions about our administrative processes.

### Number of approved APs and third party experts

There are currently 5 organisations accredited to undertake PBA M&V activities. All organisations, once approved, are listed on the [Register of participants](#) published on the VEET website - select 'PBA Measurement and Verification' under VEET Activity Types.

The first third party expert, an approved measurement and verification professional (AM&VP), is listed on the [Register of approved M&V professionals](#).

### Project applications are now being received

We have also now started receiving and processing project applications from APs.

### Processing times

Now that we have started receiving applications for project approval, we can give an indication of how long it may take for us to process scoping applications. To date, we have been able to process complete scoping applications within **one week** (this timeframe should not be relied upon for project planning purposes as it is likely to increase with variations in application quality,

increasing project size and complexity and the volume of applications being processed by the commission at any given time).

We plan to publish actual average processing times for all applications on the VEET website in the near future.

### **PBA workshops for newly approved APs**

We have offered all APs approved to undertake PBAs an initial PBA workshop. During these workshops, we are able to clarify administrative requirements as well as answer specific questions about our administrative processes. These workshops have been very well received by participants who have indicated that they are very worthwhile.

### **CEFC persistence model**

During previous forums, we have indicated that we will soon be publishing an approved persistence model on the VEET website – that is, the Clean Energy Finance Corporation's (CEFC) model. This is still in progress and will be uploaded for use as soon as it becomes available. In the meantime, we will accept the decay model used in the NSW Energy Savings Scheme (ESS), which is contained within a tool published by the NSW Office of Environment and Heritage [here](#).

### **Templates**

We recognise that many participants may wish to develop their own templates for project applications and measurement and verification plans. In many circumstances, this is allowable, but your template must meet our requirements. Before we can accept your templates in place of our application forms, we must have approved them. If you wish to use your own templates, please contact us to discuss further.

### **Feedback on PBA administration**

We have deliberately tried to keep our administrative requirements as general as possible to allow participation from the maximum number of stakeholders possible. However, this may have unintended consequences in certain unforeseen situations. If you have any feedback, comments or suggestions for improvement on our administrative processes, we are very keen to hear from you.

To date, we have met regularly with interested stakeholders and have been incorporating their relevant feedback – for example, the updated documents being released today contain a number of changes resulting from such feedback.

## **Where to get help**

If you have any questions with respect to matters set out in this information bulletin, please contact VEET Support on (03) 9032 1310 or [veet@esc.vic.gov.au](mailto:veet@esc.vic.gov.au).

## Legal context for this document

This document should not be relied upon as a substitute for legal advice and should be read in conjunction with the *Victorian Energy Efficiency Target Regulations 2008* (the Principal Regulations) and the PBA Regulations. In the event of inconsistency between this document and either the Principal Regulations and/or the PBA Regulations, the content in the Principal Regulations and PBA Regulations take precedence.

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The Department of Environment, Land, Water and Planning develops policy for the [Victorian Energy Upgrades](#) program. The program provides incentives for Victorian households and organisations to make energy efficiency improvements that save money on their energy bills and reduce Victoria's greenhouse gas emissions.

The Essential Services Commission administers the program as the 'Victorian Energy Efficiency Target scheme' under the *Victorian Energy Efficiency Target Act 2007*.

For more information, visit [veet.vic.gov.au](http://veet.vic.gov.au).