



INFORMATION BULLETIN –SCHEDULE 34 – BUILDING BASED LIGHTING UPGRADES - EVIDENTIARY REQUIREMENTS UPDATE

Version 1.0 – 10 February 2017

The Victorian Energy Efficiency Target (VEET) scheme is a Victorian Government initiative promoted as the *Energy Saver Incentive*.

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1 OVERVIEW

This document contains information about updates to Schedule 34 administrative and compliance requirements that the Essential Services Commission (ESC) will introduce on **10 February 2017**.

These updates introduce the following changes to Schedule 34:

- Revised evidentiary requirements for space types with 5,000 annual operating hours.
- Clarification on the types of third party documentation and regulatory or contractual documentation that may be provided to the ESC as evidence of space type(s) with 5,000 annual operating hours and above.

2 WHO IS IMPACTED BY THESE CHANGES

The following types of scheme participants are impacted by these changes:

- Accredited Persons (APs) that undertake, or intend to undertake, prescribed activities under Schedule 34, specifically, building based lighting upgrades.

2.1 TRANSITION PROCESS OVERVIEW

These changes will come into effect immediately effective from **10 February 2017**. Prescribed activities undertaken on or after **10 February 2017** will be required to meet the new requirements.

3 SCHEDULE 34 – BUILDING BASED LIGHTING

3.1 EVIDENCE REQUIREMENTS FOR SPACE TYPES/BCA CLASSIFICATIONS WITH 5,000 ANNUAL OPERATING HOURS

The ESC has conducted a review of the required documentary evidence, and has made revisions to the evidence required by APs in relation to all space types/BCA classifications with 5,000 annual operating hours. These space types include:

- Restaurant, café, bar, hotel lounge and a space for the serving and consumption of food or drinks
- Retail space including a museum and gallery whose purpose is the sale of objects
- Storage with shelving no higher than 75% of the height of the aisle lighting
- Storage with shelving higher than 75% of the height of the aisle lighting
- Wholesale storage and display area
- Class 6 Buildings
- Class 7 (b) Buildings
- Class 8 (ANZSIC Division C) Buildings

For the space types listed above, APs have the option to provide the following evidentiary documentation (in addition to the other options outlined in Tables 3 and 4 of Schedule 34 of the *Explanatory Note – Building Based Lighting Upgrade – Part 2: Compliance Requirements*):

- **(Only applicable for upgrades ≤ 200 VEECs)** Web page print outs showing the service provided and the premises address (where an official webpage address is not available, the web page print out can be sourced from a shopping centre directory, True Local or Yellow Pages web page).
- **(Applicable for upgrades > 200 VEECs)** Web page print outs (including the official webpage address) showing the service provided and the premises address.



3.1.1 What does this mean for VEET Stakeholders?

Effective from **10 February 2017**, APs have the option to provide alternate documentary evidence to verify the space type(s) claimed for each specific installation environment, in accordance with the requirements above.

3.2 CLARIFICATION ON WHAT TYPES OF THIRD PARTY DOCUMENTATION AND REGULATORY OR CONTRACTUAL DOCUMENTATION IS ACCEPTABLE TO THE ESC

The ESC has conducted a review of the third party documentation and regulatory or contractual documentation provided by APs as evidence to support the space type(s) claimed for each specific installation environment.

Currently, the following third party documentation and regulatory or contractual documentation may be provided as evidentiary documentation to verify specific space type(s) with 5,000 annual operating hours and above:

- Planning permit
- Occupancy certificate
- Strata plan
- Rental lease agreement
- A report completed by a registered building surveyor

From **10 February 2017**, the ESC will only accept a building surveyors report as independent third party documentation where the provided report includes a detailed assessment and justification of the building class determination, consistent with Building Code of Australia (BCA).

Please note: The list above of third party documentation and or contractual documentation is not exhaustive and where applicable APs must identify and maintain adequate evidentiary documentation to verify the space type(s) being claimed.

3.2.1 What does this mean for VEET Stakeholders?

Effective from **10 February 2017**, for the purposes of the VEET scheme, the ESC will only accept a building surveyors report as independent third party documentation where the provided report includes a detailed assessment and justification of the building class determination, consistent with Building Code of Australia (BCA).

4 ACTIONS YOU SHOULD TAKE

APs involved in building based lighting upgrades under Schedule 34 should review the requirements and ensure that installations carried out on or after **10 February 2017** meet the new requirements and update their processes accordingly.

APs should familiarise themselves with the updates to the following documents, available on the VEET website:

- *Explanatory Note – Building Based Lighting Upgrade. Part 2: Compliance Requirements*

5 WHERE TO GET HELP

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

6 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 Regulations). In the event of inconsistency between this document and the Regulations, the content in the Regulations takes precedence.