

# Information bulletin – project-based activities – measurement and verification – documents and market updates

16 February 2018

## Minor updates to project-based activities – measurement and verification documents

### Overview

We have released updated documents for parties interested in participating in project-based activities (PBA) under the VEET scheme using the measurement and verification method. With this release, minor changes have been made to a number of existing documents, mainly for aesthetic reasons.

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 participate, or intend to participate in project-based activities using the measurement and verification method.
- Current and prospective measurement and verification professionals.

### Changes to documents

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

### Updated documents

The following existing documents have been updated:

- *Explanatory note – project-based activities – measurement and verification – part 1: activity guidance* (updated structure intended to reduce duplication and simplify readability).

- [Hot topics – project-based activities FAQ](#) (updated to include further topics).
- [Application for scoping plan approval – project-based activities – measurement and verification](#) (minor change to the declaration, and some questions have been reworded to improve clarity).
- [Application for project plan approval – project-based activities – measurement and verification](#) (minor changes to the declaration, and some questions have been reworded to improve clarity).

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 June 2017, there has been a great deal of interest in this method and the commission continues to field many questions on our administrative processes.

### Numbers of approved APs and third party experts

There are currently six organisations accredited to undertake PBA M&V activities. Organisations, once approved, may elect to be listed on the [Register of participants](#) published on the VEET website – select ‘PBA Measurement and Verification’ under VEET Activity Types.

There are now three third party experts, known as approved measurement and verification professionals (AM&VP), who are listed on the [Register of approved M&V professionals](#).

### Project applications

We continue to receive project applications. Approved projects are listed on the [Register of approved project plans](#) on the VEET website.

### Processing times

The timescales indicated in Table 1 below are the average, minimum and maximum length of time in business days that it has taken the commission to assess scoping plan, project plan and impact report applications.

For each application type, there are two different metrics used: time to decision and end-to-end.

The time to decision figures represent the time that the commission has taken to complete an assessment from the moment we receive it, to the moment we make a decision – this number only includes the time the application is with the commission and therefore does not include any time that the applicant has taken to respond to any request for further information (RFI).

The end-to-end figures represent the time taken from the moment the AP submits an application to the commission until final approval. This number therefore includes the time it takes for an applicant to respond to any RFI made by the commission, noting that there may be more than one RFI made per application.

**Table 1 – Assessment times in business days as at 7 February 2018**

|               | Time to decision<br>(days) |         |         | End-to-end<br>(days) |         |         |
|---------------|----------------------------|---------|---------|----------------------|---------|---------|
|               | Average                    | Minimum | Maximum | Average              | Minimum | Maximum |
| Scoping plan  | 1.1                        | 0.1     | 3.2     | 3.7                  | 0.3     | 8.4     |
| Project plan  | 3.0                        | 0.2     | 9.0     | 18.8                 | 14.1    | 23.6    |
| Impact report | *                          | *       | *       | *                    | *       | *       |

\* Not enough data

Please note that these timeframes are the processing times achieved by the commission to assess existing projects (as at 7 February 2018). The achieved times are provided as information to APs and may not be a reliable indicator of future processing times. Projects can vary greatly in scale and complexity and hence each individual project is likely to have unique assessment requirements and so may vary greatly from the above figures. As a general rule of thumb though, the more complex a project is, the more it will tend toward (or exceed) the maximum values indicated, whereas the simpler the project, the more it will tend toward the minimum.

## 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).



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).