Template: Post Implementation Declaration

Commercial Lighting Energy Savings Formula (building lighting)

# T:\Chris\IPART\2016\ICONS\IPART_Icons_What.png Purpose of this template

Under the Commercial Lighting Method,0F[[1]](#footnote-1) Accredited Certificate Providers (**ACPs**) must arrange for the original energy saver (**purchaser**) and the lighting upgrade solution provider (which may or may not be the ACP) to complete and sign a *Post Implementation Declaration* on completion of all building lighting upgrades. ACPs should refer to the *Commercial Lighting Method Guide*, *Commercial Lighting* *Evidence Manual* and *Commercial Lighting Fact Sheet* for more information.1F[[2]](#footnote-2)

This *Post Implementation Declaration* template consists of three sections:

* Part A - Lighting Quality Statement must be completed and signed by the lighting upgrade solution provider to confirm that the lighting upgrade satisfies all relevant lighting requirements.
* Part B - Recommended Maintenance Schedule for the upgraded lighting system must be completed by the lighting upgrade solution provider.
* Part C - Customer Declaration must be signed by the original energy saver to confirm they are satisfied with the upgrade and have paid a net amount of at least $5 (excluding GST) for each MWh of electricity savings achieved.

The ACP must ensure that the original energy saver receives a copy of the recommended maintenance schedule. The ACP must keep a copy of the completed *Post Implementation Declaration* for each implementation as evidence to be checked at audit.

# T:\Chris\IPART\2016\ICONS\IPART_Icons_How.png Instructions for ACPs using this template

To use this template, you will need to:

* Copy the wording from pages 2, 3 and 4 of this document into your own document.
* Format as appropriate.
* Delete the guidance note with this symbol: 
* Request that the lighting upgrade solution provider and original energy saver completes the relevant sections of the form, including by:
* completing the sections of the form(s) in square brackets, and
* signing and dating the form(s).

# Part A - Building lighting quality statement

 To be completed and signed by the lighting upgrade solution provider, which may or may not be the ACP.

On behalf of [insert ACP name], I confirm that the lighting upgrade at [insert site address(es)] has been implemented to meet the requirements of the AS/NZS 1680 Standard series. I confirm that the following details have been considered and satisfied for the lighting upgrade:

* maintained illuminance (lighting) levels recommended by AS/NZS 1680 for each space where the lighting upgrade has been installed
* lumen (light level) depreciation of the lighting system over the life of the upgrade
* control of glare
* uniformity of illuminance (lighting)
* any additional requirements of AS/NZS 1680 that are relevant to the areas where the lighting upgrade has been installed, and
* the recommended maintenance regime of the lighting system (attached to this document).

In addition, I declare that:

* The requirements of the Building Code of Australia (**BCA**) section F4.4 Safe Movement, have been met in all areas of the lighting upgrade.
* The illumination power density (**IPD**) of the lighting system after the upgrade does not exceed the maximum IPD allowed under Part J6 of the BCA.
* The information I have provided is complete and accurate and I am aware that there are penalties for providing false and misleading information in this form.

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| --- |
| 0BNote: Section 158 of the Electricity Supply Act 1995 imposes a maximum penalty of $11,000 and/or six (6) months imprisonment for knowingly providing false or misleading information to the Scheme Administrator. |

#### Signed by or on behalf of the Accredited Certificate Provider

|  |  |
| --- | --- |
| Signature | [Sign here] |
| Name | [Click here to enter text] |
| Position | [Click here to enter text] |
| Company  | [Click here to enter text] |
| Date | [Click here to enter date of signature] |

# Part B - Maintenance schedule

 To be completed by the lighting upgrade solution provider, which may or may not be the ACP. The ACP must ensure that the original energy saver receives a copy of the maintenace schedule.

To ensure that the lighting system (lamps and fittings) continues to operate correctly for its full lifetime; maintenance of the lighting equipment should be conducted. [insert ACP name] encourages you to follow this maintenance schedule.

#### Recommended maintenance schedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Area** | **Lamp/fitting type** | **Assumed hours of use per year** | **Recommended lamp replacement interval** | **Cleaning schedule** |
| [Click and type here] | [Click and type here] | [Click and type here] | [Click and type here] | [Click and type here] |
| [Click and type here] | [Click and type here] | [Click and type here] | [Click and type here] | [Click and type here] |
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# Part C - Customer declaration

 To be signed by the originial energy saver (the purchaser).

By signing below, I confirm that on behalf of [insert original energy saver (business) name]:

* I am satisfied that the lighting upgrade implemented by, or under the supervision of [insert ACP name], maintains or improves on the lighting service that was provided previously.
* [insert original energy saver (business) name] has paid a net amount of at least $5 (excluding GST) for each megawatt hour of electricity saved and this amount will not be reimbursed (eg, through a credit or rebate).
* I have been provided with a recommended maintenance schedule to ensure that the installed lighting system (lamps and fittings) continues to operate appropriately for its full lifetime.
* I am aware that I may be asked by IPART or an IPART approved auditor to provide information that assists in verifying that Energy Savings Certificates are created in accordance with the requirements of the ESS.
* The information I have provided is complete and accurate and I am aware that there are penalties for providing false and misleading information in this form.

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| Note: Section 158 of the Electricity Supply Act 1995 imposes a maximum penalty of $11,000 and/or six (6) months imprisonment for knowingly providing false or misleading information to the Scheme Administrator. |

#### Signed by or on behalf of the original energy saver

|  |  |
| --- | --- |
| Signature | [Sign here] |
| Name | [Click here to enter text] |
| Position | [Click here to enter text] |
| Implementation address(es) | [Click here to enter text] |
| Date | [Click here to enter date of signature] |

1. Commercial Lighting Energy Savings Formula, clause 9.4 of the *Energy Savings Scheme Rule of 2009* (**ESS Rule**) [↑](#footnote-ref-1)
2. Refer: [www.ess.nsw.gov.au/Methods\_for\_calculating\_energy\_savings/Commercial\_Lighting](http://www.ess.nsw.gov.au/Methods_for_calculating_energy_savings/Commercial_Lighting) [↑](#footnote-ref-2)