# **NSW Energy Savings Scheme**

Template: Site Assessor Declaration

**Home Energy Efficiency Retrofits**

# PuRPOSE OF THIS TEMPLATE

To demonstrate that a site assessment has been conducted, Accredited Certificate Providers (**ACPs**) must provide a Site Assessor Declaration. ACPs may use this template or develop their own declaration form based on the template.

Refer to the [Home Energy Efficiency Retrofits Method Guide](https://www.ess.nsw.gov.au/Home/Document-Search/Guides/HEER-Method-Guide/) for further information.

# INSTRUCTIONS FOR USING THIS TEMPLATE

To use this template, you must:

* Copy the wording of this document into your own document.
* Delete the activities not relevant to the RESA.
* Format and amend as appropriate.

[ACP Company name and logo]

**Site assessor and site details**

|  |  |
| --- | --- |
| Name | [Site assessor to complete] |
| Business name | [Site assessor to complete] |
| ABN | [Site assessor to complete] |
| Phone number | [Site assessor to complete] |
| Site address | [Site assessor to complete] |
| Date of site assessment | [Site assessor to complete] |

**Activities to be implemented at the site**

| **Activity Definition and Name** | | **Tick** |
| --- | --- | --- |
| D1 | Replace an external single-glazed window or door with a thermally efficient window or door |  |
| D2 | Modify an external window or glazed door by installing secondary glazing |  |
| D5 | Replace an existing pool pump with a high efficiency pool pump |  |
| D11 | Replace an existing gas fired water heater with a high efficiency gas fired water heater |  |
| D12 | Install a high efficiency gas space heater or replace an existing gas space heater with a high efficiency gas space heater |  |
| D13 | Install a natural roof space ventilator |  |
| D14 | Install a fan-forced roof space ventilator, PV powered fan-forced roof space ventilator or an occupied space ventilator |  |
| D15 | Replace an exhaust fan with a self sealing exhaust fan |  |
| D16 | Install a new high efficiency air conditioner or replace an existing air conditioner with a high efficiency air conditioner |  |
| D17 | Replace an existing electric water heater with an air source heat pump water heater |  |
| D18 | Replace an existing electric water heater with a solar (electric boosted) water heater |  |
| D19 | Replace an existing gas water heater with an air source heat pump water heater |  |
| D20 | Replace an existing gas water heater with a solar (electric boosted) water heater |  |
| D21 | Replace an existing gas water heater with a solar (gas boosted) water heater |  |
| E1 | Replace halogen downlight with an LED luminaire and/or lamp |  |
| E2 | Replace a linear halogen floodlight with a high efficiency lamp |  |
| E3 | Replace parabolic aluminised reflector (PAR) lamp with efficient luminaire and/or lamp |  |
| E4 | Replace a T8 or T12 luminaire with a T5 luminaire |  |
| E5 | Replace a T8 or T12 luminaire with an LED luminaire |  |
| E6 | Replace an existing showerhead with an ultra-low flow showerhead |  |
| E7 | Modify an external door with draught-proofing |  |
| E8 | Modify an external window with draught-proofing |  |
| E9 | Modify a fireplace chimney by sealing with a damper |  |
| E10 | Install an external blind to a window or door |  |
| E11 | Replace an Edison screw or bayonet lamp with an LED lamp for general lighting purposes |  |
| E12 | Modify an exhaust fan with a sealing product |  |
| E13 | Replace a T5 luminaire with a LED luminaire |  |

**Site assessor declaration**

I, [site assessor name], hereby declare that:

* I have undertaken the site assessment of the above site.
* I have documented and attached a list of all existing equipment at the site that is to be modified or replaced for the purposes of generating energy savings certificates.
* The activities being implemented meet the eligibility requirements specified in Schedules D and E to the ESS Rule and I have collected records to support this (as specified in the relevant table of the Home Energy Efficiency Retrofits Method Guide).
* The information I have provided is complete and accurate and I am aware that there are penalties for providing false or misleading information in this form.

**Note: Clause 61 of Schedule 4A to 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.**

Signature [Site assessor to sign]

Name of signatory [Site assessor to complete]

Date [Site assessor to complete]