Template: Site Assessment Report

Business Appliances Method

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

Under the Installation of High Efficiency Appliances for Business sub-method (**Business Appliances**), Accredited Certificate Providers (**ACPs**) undertaking gas activities (activity definitions F8-F15) must arrange for the original energy saver or installer to complete and sign a *Site Assessment Report*. This template may be used by ACPs to develop their own *Site Assessment Report*.

The purpose of the *Site Assessment Report* is to confirm that the:

* building where the activity takes place is not a BCA Class 1 or 4 building (single dwelling, or single dwelling in a building), and
* gas equipment meets the eligibility requirements outlined in the relevant activity definition of Schedule F of the *Energy Savings Scheme Rule of 2009*.

The ACP must keep a copy of the completed *Site Assessment Report* 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:

* Select the relevant declaration from the following pages
* Copy the wording from the declaration into your own document
* Format as appropriate.
* Delete the guidance note with this symbol: 
* Request that the original energy saver or installer 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).

# Site Assessment Report – Activity Definitions F8 or F9

 To be used for the installation of a high efficiency gas fired steam boiler, hot water boiler or gas fired water heater (activity definitions F8 and F9).

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* the existing boiler is more than 10 years old
* the existing boiler is/was in working order at the time of decommissioning, and
* 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 [original energy saver or installer]

|  |  |
| --- | --- |
| 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] |

# Site Assessment Report – Activity Definition F10

 To be used for the installation of an oxygen trim system on a gas fired steam boiler, hot water boiler or water heater (activity definition F10).

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* there is no oxygen trim system installed on the existing boiler (at the time of installation), and
* 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 [original energy saver or installer]

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| 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] |

# Site Assessment Report – Activity Definition F11

 To be used for the replacement of a burner on a gas fired steam boiler, hot water boiler or water heater (activity definition F11).

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* the existing burner is in working order at the time of replacement, and
* 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 [original energy saver or installer]

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| 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] |

# Site Assessment Report – Activity Definition F12

 To be used for the installation of an economiser on a gas fired steam boiler, hot water boiler or water heater (activity definition F12).

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* there is no economiser installed on the existing boiler/heater (at the time of installation)
* if boiler feedwater is not used as the heat rejection line, another line is available for heat rejection at least 80% of the time, and
* 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 [original energy saver or installer]

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| 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] |

# Site Assessment Report – Activity Definition F13

 To be used for the installation of a sensor based blowdown control on a gas fired steam boiler (activity definition F13).

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* the steam boiler does not have an existing sensor based automatic blowdown control, and
* 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 [original energy saver or installer]

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| 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] |

# Site Assessment Report – Activity Definition F14

 To be used for the installation of a blowdown flash steam heat recovery system on a gas fired steam boiler (activity definition F14) .

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* the steam boiler has, or will have, an existing sensor based blowdown control, in working order, installed at the time of commissioning of the blowdown flash steam heat recovery system
* the steam boiler does not have an existing blowdown flash steam heat recovery system, and
* 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 [original energy saver or installer]

|  |  |
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| 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] |

# Site Assessment Report – Activity Definition F15

 To be used for the installation of a residual blowdown heat exchanger on a gas fired steam boiler (activity definition F15) .

I, [insert name], hereby declare that:

* the building where the activity takes place is not a BCA Class 1 or 4 building
* the steam boiler has, or will have, an existing sensor based blowdown control, in working order, installed at the time of commissioning of the blowdown flash steam heat recovery system
* the steam boiler does not have an existing residual blowdown heat exchanger
* a fluid stream below 40°C will be available at all times to transfer heat from the boiler blowdown, and
* 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 [original energy saver or installer]

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| 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] |