Application for Accreditation – Part B

Method Details – Sale of New Appliances

Version 3.4, April 2023

Purpose of this form

This form is used to apply for accreditation as an Accredited Certificate Provider or ‘ACP’ for the **Sale of New Appliances (SONA)** sub-method. It must be accompanied by *Application Form – Part A (general details)* and other supporting documentation as indicated in these forms.

Refer to the [SONA Method Guide](https://www.ess.nsw.gov.au/Home/About-ESS/Energy-savings-calculation-methods/Sale-of-New-Appliances) to assist you in completing this form. Essential information about the requirements of applicants and ACPs is set out in the:

* [ACP Application Guide](https://www.ess.nsw.gov.au/Home/Document-Search/Guides/Application-for-Accreditation-Guide-ACPs)
* [Record Keeping Guide](https://www.ess.nsw.gov.au/Accredited-Certificate-Providers/Obligations-of-an-ACP/Record-keeping)
* [Guide to ACP’s Obligations](https://www.ess.nsw.gov.au/Accredited-Certificate-Providers/Obligations-of-an-ACP).

Your application information must be consistent with and meet the requirements set out in these documents. More information on the [application process](https://www.ess.nsw.gov.au/Accredited-Certificate-Providers/Becoming-an-ACP/The-application-process) can be found on the ESS website.

Meaning of key terms and icons in this form

Words which are defined in the ESS Rule and used in this Application Form have the same meaning in this Application Form as in the ESS Rule, unless the context requires otherwise.

Key terms

**ACP** means **accredited certificate provider**. If this application for accreditation is approved, you will be an ACP.

**Activity definition** means an activity as specified in a Schedule to this ESS Rule. Activity definitions for SONA are set out in Schedule B of the ESS Rule.

**Eligible fuels** means anything which, from time to time, is a “recognised form of energy” as that term is defined under clause 2 of Schedule 4A to the *Electricity Supply Act 1995*.

*[Note: This definition of eligible fuels differs from the definition of the same term under the ESS Rule.* *Electricity is an eligible fuel under this method*.*]*

**ESC** means **energy savings certificate**. If this application for accreditation is approved, you may be able to create ESCs from the activities conducted under the RESA.

**ESS Rule** means the[***Energy Savings Scheme Rule of 2009***](https://www.ess.nsw.gov.au/Home/About-ESS/Legislation-ESS-Performance/ESS-Rule). The ESS Rule sets out the specific requirements of each calculation method under the ESS. Requirements specific to SONA are set out in clause 9.3 of the ESS Rule. The ESS Rule is available on the ESS website.

**EUE** means **end-user equipment.** EUE is equipment, processes, or systems which consume eligible fuels. This includes the equipment directly consuming one or more eligible fuels as well as equipment or products that cause, control or influence the consumption of one or more eligible fuels.

**Implementation** means the delivery of a RESA at a site.

**RESA** means **recognised energy saving activity**. A RESA must meet all of the criteria set out in clause 5.3 of the ESS Rule. If this application for accreditation is approved, you will be accredited in respect of a specific energy saving activity.

**Site** means the location of the EUE included in a RESA.

Icons

|  |  |
| --- | --- |
|  | Important information to assist you with completing the application. |
|  | Indicates an instruction for completing this form. |
| 0. | Indicates a document or supporting evidence to be provided with the application. |

How to complete and submit your application

1. Complete [Application for Accreditation – Part A](http://www.ess.nsw.gov.au/How_to_apply_for_accreditation/Apply_now_-_guides_and_application_forms) and Application for Accreditation – Part B (this form).
2. Finalise supporting documentation.
3. Review the completed application forms and supporting documentation to ensure they are concise, complete and accurate. This is an opportunity to demonstrate the effectiveness of your quality assurance procedures to IPART.
4. Submit the application forms and supporting documentation to IPART.

Method eligibility

#### Activities

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|  | *Each activity must meet the requirements specified in the relevant activity definition in Schedule B of the ESS Rule.* If your application is successful you will be accredited to install EUE for that activity. |
|  | Select the activities that will be conducted under the RESA. |

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| --- | --- |
| Activity B1 – Sell a High Efficiency Clothes Washing Machine | [ ]  |
| Activity B2 – Sell a High Efficiency Clothes Dryer  | [ ]  |
| Activity B3 – Sell a High Efficiency Dishwasher | [ ]  |
| Activity B4 – Sell a High Efficiency 1-Door Refrigerator | [ ]  |
| Activity B5 – Sell a High Efficiency Refrigerator With 2 or More Doors  | [ ]  |
| Activity B6 – Sell a High Efficiency Chest Freezer or Upright Freezer | [ ]  |
| Activity B7 – Sell a High Efficiency Television | [ ]  |

#### Eligibility requirements

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|  | Appliances must be owned by the appliance retailer at the time of sale. They cannot be on loan or still owned by the manufacturer or another party.Only appliances that are ‘new’ at the time of sale are eligible for ESC creation. Appliances that are refurbished, second hand or returned and resold are ineligible for ESC creation. |

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| Describe how you will ensure the purchaser has a valid NSW address: | Click here to enter text |
| Describe how you will ensure the appliance retailer owns the appliance: | Click here to enter text |
| Describe how you will ensure any returned, second hand or refurbished appliances are not included in energy saving or ESC calculations: | Click here to enter text |
| Describe how will you handle multiple appliances (both eligible and ineligible) being sold in a single sale: | Click here to enter text |

#### Ineligible activities

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|  | [Activities which are not eligible](https://www.ess.nsw.gov.au/Home/About-ESS/Overview-of-the-ESS/Excluded-activities) RESAs are set out in clause 5.4 of the [ESS Rule](https://www.ess.nsw.gov.au/Home/About-ESS/Legislation-ESS-Performance/ESS-Rule). If any of these activities are part of your RESA you need to explain how they will be excluded from your energy savings and ESC calculations. |

Are any ineligible activities included in the proposed RESA?

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|  | Check the appropriate box and respond accordingly. |

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| --- | --- | --- |
| No | [ ]  | 🡪 Go to Question 4 |
| Yes | [ ]  | 🡫 Provide the information below |

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| Describe how any ineligible activities will be excluded from energy savings and ESC calculations: | Click here to enter text |

End-user equipment

#### Equipment requirements

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|  | Only appliances that are ‘new’ at the time of sale are eligible for ESC creation. Appliances that are refurbished, second hand or returned and resold are ineligible for ESC creation. |
|  | Each item of EUE must meet the equipment requirements specified in the relevant activity definition. Refer to Schedule B of the ESS Rule. |

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| Describe how you will ensure the appliance is new at the time of sale: | Click here to enter text |
| For each activity selected in Question 1, describe how you will ensure EUE meets requirements specified in the relevant activity definition of the ESS Rule:  | Click here to enter text |

Calculating energy savings

#### Calculating energy savings

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|  | *Deemed activity energy savings are inputs into the calculation of energy savings. They are calculated according to the relevant activity definition set out in Schedule B of the ESS Rule. Deemed activity energy savings factors are updated from time to time.* The electricity savings calculation is set out in clause 9.3 of the ESS Rule. |

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| For each activity selected in Question 1, describe how you will determine the inputs to the deemed activity electricity savings equations: | Click here to enter text |
| Describe how you will calculate the energy savings from each implementation (i.e. provide details about spreadsheets or other calculation tools that you will use): | Click here to enter text |

|  |  |
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| 0. | Attach the calculation spreadsheet(s) / tool(s) you will use to calculate energy savings. The spreadsheet / tool must show the steps and formula used to calculate energy savings. |

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| File name – calculation spreadsheet / tool: | Click here to enter text |

#### Accuracy of energy savings and ESC calculations

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|  | You must have appropriate procedures for checking calculations of energy savings and ESCs. If during an audit of your RESA the auditor identifies errors in calculations from which ESCs have been registered, you may be requested, or required, to forfeit any improperly created ESCs. |

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| Describe how your procedures will ensure the accuracy of energy savings and ESC calculations: | Click here to enter text |