

Method specific scope items – Installation of High Efficiency Appliances for Businesses (IHEAB) (Clause 9.9 of the ESS Rule)

Requirement	Audit Procedure	Audit Tier
Calculation of energy savings	<ul style="list-style-type: none"> Review the evidence provided supports the parameters used in the energy savings calculations. Check that the correct deemed activity energy savings formulas and factors have been used, as set out in Schedule F of the <i>Energy Savings Scheme Rule of 2009</i> (ESS Rule). Where certificates are registered on or after 14 April 2023, check that Regional Network Factor for Electricity Savings is applied in Equation 1 and not in Equation 17. 	1
For each implementation the original energy saver must have: <ul style="list-style-type: none"> been the purchaser paid at least the net amount prescribed in the ESS Rule towards the cost of the implementation (which was not reimbursed or credited by anyone, including the ACP or another party) 	<ul style="list-style-type: none"> Review tax invoices and payment records held by the ACP and its contractors/representatives. Confirm that the original energy saver was the purchaser and paid at least the prescribed net amount towards the cost of the implementation. 	1
Site requirements	Check the site is not a residential building in NSW: ¹ <ul style="list-style-type: none"> a 'residential building' means: <ul style="list-style-type: none"> a building classified by the Building Code of Australia (BCA) as a Class 1, 2 or 4 building, and may include any non-habitable buildings (BCA Class 10a or 10b) on the same site. 	1
Equipment requirements	<ul style="list-style-type: none"> Check that End-User Equipment (EUE) requirements have been met by reference to: <ul style="list-style-type: none"> the relevant Activity Definition requirements listed in Schedule F of the ESS Rule manufacturer specifications Check, where relevant, when two or more heat pumps are joined by manifold to form a single system, that system has been deemed as a single item of EUE. 	2
Implementation requirements	<ul style="list-style-type: none"> Check the implementation requirements have been met by reference to: <ul style="list-style-type: none"> the Activity Definition requirements listed in Schedule F of the ESS Rule. Check that the implementation is done by an appropriately qualified person as required under the relevant legislation. 	1

¹ For implementations under the IHEAB method, the site cannot be a residential building unless expressly permitted by the eligibility requirements for the relevant Activity Definition.

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	<ul style="list-style-type: none"> Check a nomination form was signed by the customer and ACP on or before the implementation date. Check a site assessment report has been conducted on or before the implementation date and signed by the original energy saver or the installer.² Check an installer declaration was completed and signed by the installer on the implementation date. 	2
The implementation must have been performed by the relevant licensed person	<ul style="list-style-type: none"> Check the person's licence and that the person is included in the ACP's register of installers. Check compliance with minimum training requirements – as stipulated in the ESS Notice 01/2013 (V3.0) – Minimum requirements of conduct. 	2
Eligibility requirements for each implementation	<ul style="list-style-type: none"> Check that the ACP has only implemented activities for which it is accredited in relation to Activity Definitions from Schedule F of the ESS Rule. Confirm that: <ul style="list-style-type: none"> the ACP was accredited for the activity and the ACP was nominated as the energy saver on or before the implementation date the correct implementation date has been recorded by the ACP the ACP has met any special conditions in the Accreditation Notice in relation to the reporting of implementation data to IPART. Check that any Implementation Data Sheets or ESS Registry uploads are correct. 	1
Implementation address	<ul style="list-style-type: none"> Check that evidence clearly identifies the address for the implementation and the Certificate of Compliance for Electrical Work (CCEW) or Gas Certificate of Compliance (GCC). Check the details of: <ul style="list-style-type: none"> the date the appliance was installed the address where the installation took place that the site is not a residential building (unless permitted for that Activity Definition). Check that the tax invoice clearly shows the address where the implementation took place. 	1

² Where a site assessment requires technical expertise, or may pose a specific safety risk, the person conducting the site assessment should have relevant training, qualifications, or certifications to ensure the site assessment can be completed safely and accurately.

Specific scope items for activities from Schedule F

Requirement	Audit Procedure	Audit Tier
Equipment requirements	<ul style="list-style-type: none">• Check that End-User Equipment requirements have been met by reference to:<ul style="list-style-type: none">– the relevant Activity Definition requirements of the ESS Rule– manufacturer specifications– acceptance by the Scheme Administrator and published on the ESS website– geo-tagged photographs (note: requirements for geo-tagged photos vary between activities).• Check that the relevant equipment was accepted by the Scheme Administrator on or before the date the relevant application to register ESCs was made.	2
Recycling requirements	<ul style="list-style-type: none">• Check for relevant implementations:<ul style="list-style-type: none">– that the recycling requirements have been met.³– compare the records authorising the removal of old or obsolete End-User Equipment with details in the signed Nomination Forms or other supporting evidence like a disposal or recycling receipt.	2

³ ACPs are responsible for ensuring that any refrigerants that are removed or replaced during a refrigeration equipment upgrade must be disposed of in a manner that is compliant with the *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* (ESS Rule, cl 5.3A(b)).

Site Visits

Requirement	Audit Procedure	Audit Tier
Site visit requirements	<ul style="list-style-type: none">• Confirm with the purchaser:<ul style="list-style-type: none">– that a copy of the Nomination Form was provided to the purchaser– that it signed the Nomination Form– for implementations on or after 1 April 2024, that it received the relevant IHEAB fact sheet before signing the Nomination Form and the implementation began– the date work was performed and completed, to assist in confirming the implementation date(s) of the implementation(s)– that the minimum co-payment was made for the correct amount– the co-payment has not been reimbursed or credited by anyone, including the ACP or another party– that the implementation was not undertaken at a residential building (unless permitted for that Activity Definition)– the nature and extent of the implementation works, including confirmation that EUE is still in place and operational– that the purchaser was provided an installer declaration signed by the installer– that the purchaser is satisfied with the implementation and has not experienced reduced production, service, or safety levels with the EUE.	3

Specific issues to be checked for versions of the ESS Rule

Rule date	Issues
ESS Rule effective from 19 June 2024	<ul style="list-style-type: none"> Changes to Clause 9.9.1: <ul style="list-style-type: none"> minimum co-payment of \$200 (ex GST) per item of equipment for Activity Definitions F16 and F17 two or more heat pumps joined by manifold to form a single system is deemed to be a single item of End User Equipment for the purpose of the co-payment,
ESS Rule effective from 14 April 2023	<ul style="list-style-type: none"> Changes to Clause 9.9.1: <ul style="list-style-type: none"> minimum co-payment requirement for Activity Definitions F1.1 and F1.2 reduced from \$250 to \$200 (excluding GST) removal of regional network factor from Equation 17.
ESS Rule effective from 1 August 2022	<ul style="list-style-type: none"> Changes to Clause 9.9 <ul style="list-style-type: none"> introduction of a minimum co-payment requirement of \$250 (excluding GST) for each installed new or replacement refrigerated cabinet new and replacement refrigerated cabinets activities have been split into separate F1.1 and F1.2 activities with separate baselines clause 9.9.1(d) has been added to make it explicitly clear that implementation under the IHEAB sub-method can only be carried out in non-residential buildings, unless otherwise specified.
ESS Rule effective from 28 February 2022	<ul style="list-style-type: none"> Changes to Activity Definitions and addition of new IHEAB activity definitions <ul style="list-style-type: none"> aligned Activity Definition F4 to the new Air Conditioner Determination updated Activity Definition F1 to include 5 new Activity Definitions (F1.1 to F1.5) for the 5 refrigerated cabinet types with each having its own equation updated Activity Definition F7 to reflect the calculation of motor input power using the rated output and efficiency addition of new Activity Definitions F16 and F17 Commercial and Industrial Heat Pump Water Heaters.
ESS Rule effective from 4 September 2020	<ul style="list-style-type: none"> Updates to Activity Definitions <ul style="list-style-type: none"> updated Activity Definition F1 to require products to achieve an Energy Efficiency Index of under 77 updated Activity Definition F4 for product classes, cooling capacities, cooling hours and baseline to align with newly released GEMS Determination 2019 updated Activity Definition F5 to remove the requirement for installed replacement equipment to be accepted by the Scheme Administrator updated Activity Definition F7 to update the baseline efficiency figures with the updated baseline efficiency figures published in the Greenhouse and Energy Minimum Standards (Three Phase Cage Induction Motors) Determination 2019.
ESS Rule effective from 31 July 2018	<ul style="list-style-type: none"> Updates to Activity Definitions for F8 and F9 <ul style="list-style-type: none"> clarified that only new boilers or water heaters can be installed under Activity Definitions F8 and F9.