

RDUE – Audit scope – ACPs

Method specific scope items – Reducing Demand Using Efficiency (RDUE) (Clause 7.1 of the PDRS Rule)

This document should be used in conjunction with the relevant activity-specific audit scope available on the [Conducting audits](#) webpage.

Table 1 Eligibility Scope Items

Requirement	Audit Procedure	Audit Tier
Calculation of peak demand reduction capacity	<ul style="list-style-type: none"> Review the evidence provided to support the parameters used in the peak demand reduction capacity calculations. Check that the correct equations and factors have been used for the applicable activity definition in Schedule B of the PDRS Rule. Check any Implementation Data Sheets or uploads to the Registry of Certificates are correct including, where relevant, the National Metering Identifier (NMI), installer's licence details and any product data. 	1
Capacity holder requirements <ul style="list-style-type: none"> For Activity Definitions HVAC1, HVAC2, WH1, RF2, SYS1 and SYS2, the capacity holder must have been the purchaser For Activity Definition RF1, the capacity holder must have been the person contracted to remove the End-User Equipment (EUE) 	<ul style="list-style-type: none"> Review evidence to confirm the capacity holder was the purchaser. Review evidence to confirm the capacity holder was the person who was contracted to remove the EUE. 	1
Banned End-User Equipment	<ul style="list-style-type: none"> Check that the installed equipment is not EUE that is the subject of a Ban Notice published on the ESS website. 	1
Implementation Date and address requirements	<ul style="list-style-type: none"> Confirm the correct Implementation Date has been recorded by the ACP. Check the evidence clearly identifies the date the work was conducted (i.e. either the installation or removal), the address where the work took place, and the details of the work completed. 	1

Requirement	Audit Procedure	Audit Tier
	<ul style="list-style-type: none"> Check the Implementation Date for Activity Definitions RF1 and SYS1 is before 1 August 2024. 	
Site requirements	<p>Check that:</p> <ul style="list-style-type: none"> HVAC1 and SYS2 activities are implemented at residential building or small business sites in NSW connected to the NSW electricity network. RF1 activities are implemented in residential buildings in NSW connected to the NSW electricity network. HVAC2, RF2 and SYS1 activities are not implemented at residential buildings (except where specified in the relevant activity definition) and are implemented at sites in NSW connected to the NSW electricity network WH1 activities are not implemented at BCA Class 1 or 4 buildings and are implemented at sites in NSW connected to the NSW electricity network. <p>where:</p> <ul style="list-style-type: none"> a 'residential building' means a building or part of a building classified by the Building Code of Australia (BCA) (within the meaning of the <i>Environmental Planning and Assessment Act 1979</i>) as a Class 1, Class 2 or Class 4 building, and may include any non-habitable building (BCA Class 10a or 10b) on the same site. a 'small business site' <ul style="list-style-type: none"> a) that is entirely occupied by one business with ABN recorded to meet the requirements of clause 6.1(d)(viii), and b) where the business, as a consumer of electricity at the Site: <ul style="list-style-type: none"> i. is a Small Customer (and, for the avoidance of doubt, has not aggregated its load at the Site with consumption at other Sites for the purposes of being treated as a Large Customer under its electricity purchase arrangements); or ii. is a customer of an Exempt Seller and has an annual electricity consumption below the Upper Consumption Threshold for electricity. <p>Check the building type through a phone survey of the purchaser.</p>	1
Eligibility requirements in Activity Definitions	<ul style="list-style-type: none"> Where relevant, check that the eligibility requirements of the applicable activity definition have been met immediately prior to the Implementation Date. 	2
Equipment requirements in Activity Definitions	<ul style="list-style-type: none"> Check that each item of installed/removed EUE meets all the equipment requirements, for the applicable Activity Definition. 	See Activity-specific scope
Implementation requirements in Activity Definitions	<ul style="list-style-type: none"> Where relevant, check the completed implementation satisfies all the Implementation Requirements of the applicable Activity Definition. 	See Activity-specific scope

Requirement	Audit Procedure	Audit Tier
	<ul style="list-style-type: none"> For activity definitions HVAC1, HVAC2, WH1, RF2 and SYS2, check the implementation was performed or supervised by a suitably licensed person in compliance with the relevant standards and legislation. 	
Phone survey requirements	<p>The phone survey should confirm with the purchaser:</p> <ul style="list-style-type: none"> that the ACP identified itself, or the ACP's representative identified the ACP to the purchaser where the Implementation Date is on or after 12 September 2025, how they heard about the offer, and whether door knocking was part of the process (to confirm the implementation did not result from Unsolicited Doorknocking that a copy of the Nomination Form was provided to the purchaser that they signed and dated the Nomination Form the date work was performed and completed, to assist in confirming the Implementation Date(s) of the implementation(s) that the site meets the requirements of the activity definition the nature and extent of the implementation works, and that the purchaser is satisfied with the implementation and has not experienced issues such as product failures. 	Subset of Tier 2