

SUBMISSION TEMPLATE : SHORT REPORT

*Completing this template replaces the Short Report

ENE – 2 ENERGY SUB METERING

Project Name: _____

Project Number: GS- _____

Points available: 2

Points claimed: _____

Criteria	Points available	Points claimed
Sub metering	1	_____
Lighting Sub metering	1	_____

Substantive Electrical Users

I confirm that sub metering is provided for ALL substantive electrical energy users within the project.

AND

that an effective monitoring system is installed to monitor all sub-meters and a metering strategy is prepared

I confirm that I have attached supporting documents that support these claims

Points available: 1

☐ I CONFIRM

[Where the additional point is being claimed]

Lighting and Power Consumption

I confirm that electrical sub metering is provided separately for lighting and separately for power consumption.

Insert the following information

- Number of floors occupied by the tenancy _____.

I confirm that I have attached supporting documents that support these claims

Points available: 1

☐ I CONFIRM

Summary Table

Insert details of all separately sub-metered lighting and power groups for the fitout.

Summary Table

Insert details of all separately sub-metered spaces and substantive loads in the fitout.

- Description of how the energy is effectively monitored during the fitout's operation and how fitout occupants have access to their consumption data.

I confirm that I have attached supporting documents that support these claims

Supporting Attachments:

- a. Attach **As-Built drawing(s)** which are marked up to show the location of all sub meters and the loads of all substantive energy demands
- b. Attach a copy of the **Metering Strategy**

Checklist: Metering Strategy

Please confirm that the Metering Strategy describes the following:-	Yes/No
The frequency of meter readings, data collection and storage, and reporting method; and	
How metering errors are to be identified and provide guidance on future calibration or verification requirements (where applicable)	

Discussion: Insert any issues you would like to highlight and clarify to the Assessment Panel.

Author Details:

 [Name]

 [Position]

 [Contact Details]

 [Date]