#

# EDGE SPECIAL RULING REQUEST (SRR)

The EDGE User Guides and the Frequently Asked Questions available on the EDGE website serve as a starting point for questions related to the EDGE certification of projects. Further questions about EDGE project measures and certification can be directed to the respective EDGE Certification Provider selected for the project. In addition, the IFC EDGE team is available to help at edge@ifc.org.

When a project team has gone through the steps above, and needs documentation of approval for an atypical approach to its project, it can use a Special Ruling Request as described below.

**What is a Special Ruling Request?**

A Special Ruling Request (SRR) is a mechanism for project development teams to request a Special Ruling from the Certifier on the eligibility of a *method or procedure* not outlined in the EDGE App to determine the compliance of a measure. This is applicable for situations where project development teams may want to (1) use an alternative method to comply with the intent of an EDGE Measure, or (2) use innovative strategies not included in the available EDGE Measures to reduce resource consumption in Energy, Water or Materials. The SRR form formally documents for audit purposes that a project development team has received special permission from IFC’s EDGE team to use an out-of-the-norm procedure for claiming measure savings in the EDGE App. Actual compliance with the intent of the measure will still be subject to an audit.

Note that this is a means of formal documentation for audit purposes only. For questions and discussions, refer to the first paragraph above.

**When can an SRR be submitted?**

The SRR can be submitted only after a project has been registered and before the project has been formally submitted for the relevant (Preliminary or Post-Construction) certification. An SRR will be issued within three (3) weeks from the date it is requested.

Upload SRR to project online

Submit SRR to project Certifier

Official EDGE Ruling Issued

*SRR process must be completed in this phase*

RoR may be filed

Submission

Registration

Project Timeline

**Applicability**

SRRs are tied to the project which they are issued under. An SRR response applicable to one project may not be applicable to another, except where the projects are part of the same master project and the situation is identical. Therefore, an SRR must be filed for a project even if using a methodology previously approved for another project.

**Conditions**

The SRR may be used for both (1) alternative methods to achieve compliance with measures listed in the EDGE App and (2) Innovative measures not listed in the EDGE App that a development team may be considering for reducing Energy, Water, or Materials resource consumption. The following conditions apply:

1. An SRR must be specifically related to a measure being considered for a registered project and must contain sufficient information to be successfully verified and audited.
2. Attachments may be included along with the SRR form if needed.
3. There is no payment required for the first two SRRs for a unique project ID. Subsequent SRRs may be charged at a rate determined by the Certifier.
4. Non-measure related questions cannot be submitted as SRRs. General inquiries about EDGE measures can be submitted to the Certifier or to edge@ifc.org.

**Documentation**

Once a formal response has been received for a measure and the project team wishes to claim compliance for it, the SRR form related to the measure and any accompanying documentation must be uploaded to the documentation location for that measure in the EDGE App.

For innovative measures that are not covered in the EDGE App, a measure that is the closest match to the intended measure in terms of impact should be selected to upload the SRR form and related documents. For example, an energy reduction measure not covered in the EDGE App may be documented under “Other Renewable Energy for Electricity Generation”.



EDGE
SPECIAL RULING REQUEST
*See following page for instructions*

|  |  |  |
| --- | --- | --- |
| PROJECT | 1. Name |  |
| 2. File No. |  |
| 3. Address |  |
| 4. EDGE Version |  |
| CONTACT | 5. Owner/ Admin |  |
| 6. Email Address |  |
| 7. Auditor  |  |
|  | 8. Certifier |  |
| MEASURE | 9. Measure name  |  |
| REQUEST | 10. Request for Ruling<Insert Request> |
| *11. Submitted by:*  | *12. Date:*  |
| RULING | 13. Official EDGE Ruling SRR No. <For IFC Use Only> |
| *Response by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**IFC person responding should type their name here* | *14. Date:*  |
| CLARIFICATION | 15. Additional request for clarification  |
| *16. Submitted by:*  | *17. Date:*  |
| RESPONSE | 18. Official EDGE Response<For IFC Use Only> |
| *Response by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**IFC person responding should type their name here*  | *19. Date:*  |

INSTRUCTIONS FOR FILLING OUT FORM

1. Name

Name of project as entered in the EDGE App

1. File No.

File number issued to the project by the EDGE App

1. Address

Project address as entered in the EDGE App, including City and Country

1. EDGE Version

Version of the EDGE App under which the project is filed

1. Owner/Admin

The project Owner or Administrator responsible for the EDGE project certification

1. Email Address

Best email address to reach the person above

1. Auditor

The auditor for the project

1. Certifier

The certification provider for the EDGE project

1. Measure Name

Alphanumeric ID of the measure number from the EDGE App, along with the name, e.g. ‘OFE04: External Shading Devices’

1. Request for Ruling

Describe the alternate approach to claim measure credit with sufficient details and proof so that the EDGE team can investigate the validity of the approach. E.g. Can we use the alternate software program ‘Shade’ to calculate the Annual Average Shading Factor (AASF)? The software is provided by ‘Software Inc.’ and has been validated by ‘ASHRAE BESTEST method’. It is the prescribed method in the ‘BREEAM’ program.

(There is no word limit)

1. Submitted by

Name of person submitting the request

1. Date

Date request sent to Certifier *End of Original Request*

1. Official EDGE Ruling

Do not fill. This field will be used by the Certifier to provide the response on the Ruling

1. Date

Date response sent by Certifier back to requestor

1. Additional request for clarification

This field may be used if the ruling is not clear, or if any modifications to the ruling are requested

1. Submitted by

Name of person submitting the request

1. Date

Date request sent to Certifier

1. Official EDGE Response

Do not fill. This field will be used by the Certifier to provide the response on the Ruling

1. Date

Date response sent by Certifier back to requestor