

## Registered Energy Auditor

### Frequently Asked Questions

#### 1. Where can I get more information on the Energy Audit Scheme?

[EU Energy Efficiency Directive 2012/27/EU](#) transposed into law by [Statutory Instrument \(SI\) 426 of 2014](#). Part 3 of the Legislation covers energy audits. The legal requirement is that “non-SMEs” (large enterprises) must carry out an energy audit of their operations every four years.

#### 2. What is a Registered Energy Auditor?

A Registered Energy Auditor is an energy professional registered with SEAI for the purposes of completing an energy audit under the Energy Auditing Scheme.

#### 3. How do I become a Registered Energy Auditor?

If you have relevant qualifications and experience, you can apply to SEAI to be registered; a detailed guidance note “Guidance Note for Energy Auditors” outlines the procedures and documentation needed.

The Register of Energy Auditors is published on the SEAI website.

#### 4. What are the educational requirements to be registered?

You must have at least a level 7 in a relevant discipline (Engineering, Building Services, Architecture, Energy), **and** have 7 years’ experience **and** successfully completed one of the specified courses or be on one of the registers listed in the guidance note and application form.

#### 5. I’m an engineer in a large enterprise; can I do the audit and still comply with the obligation under the Directive?

Yes, you can do the audit but you must be on the Register of Energy Auditors and meet the eligibility criteria for registration.

#### 6. How often will the list of Registered Energy Auditors be updated?

The initial registration period opened in May 2015, and the list is updated at regular intervals – this will be daily/weekly in the initial stages of the scheme development to facilitate all submissions. The period is likely to be longer once the scheme is well established.

**7. I'm a Registered Energy Auditor, what level of involvement do I need to have in the audit in order to sign-off audits for large enterprises under the Energy Auditing Scheme?**

A Registered Energy Auditor must take full responsibility for each Audit that they supervise or carry out and take full responsibility for the accurate submission and sign off of an audit for the client company.

The completed audit should meet the provisions outlined Annex VI of the EU Energy Efficiency Directive (2012/27/EU) and this includes any alternative route to compliance being considered.

Once the audit is complete, the Registered Energy Auditor should present the findings to the senior management of the client company for sign off by CEO or Senior Director. If completed in house then it must be signed off by two senior personnel;

**8. How will an enterprise select the auditor for their business operations?**

Auditors will not be requested to provide samples of previous client audits to SEAI but SEAI will recommend to enterprises that they request examples with references relevant to their business area. Each enterprise can review this information and make an informed judgement as to the suitability of an auditor for their class of business.

SEAI will also recommend useful tools to enterprises to assess auditor competence when procuring the service. The British Standards Institution (BSI) – 'Publicly Available Specification (PAS) 51215: Energy efficiency assessment - Competency of a lead energy assessor' specification would be the key example as it gives a methodology to assess the competency of a person for conducting an energy audit assessment. Hence it provides a consistent way for energy auditors with the right competencies to be identified.

SEAI will also recommend that three quotations are obtained from potential auditors prior to finalising an appointment.

**9. Do I need to be a member of a professional body?**

No, but professional bodies could demonstrate your commitment to excellence. They also have a high entry requirement in terms of education and experience. This may provide further evidence of your experience and qualifications to a potential client.

**10. What experience do I need to have?**

Registered energy auditors must be able to demonstrate at least seven years relevant professional experience.

**11. What is the fee to become registered?**

There will be no fee for initial registration in 2015. This will be subject to change in the future.

**12. For how long does registration last?**

Initial registration will be for one calendar year, registrations will operate on a continuous basis.

### 13. Do I have to submit my audit reports to SEAI?

No – there is no requirement to submit all audits.

It is envisaged that SEAI will select (primarily at random) some audit reports for quality assurance assessment.

As a Registered Energy Auditor, you may be asked to provide records pertaining to a particular audit, or on request, furnish the SEAI with a list of all the energy audits they have carried out under the scheme in a given period.

### 14. How much detail should an energy audit contain?

The energy audits referred to in EU Energy Efficiency Directive 2012/27/EU Article 8 shall be based on the following minimum criteria as detailed in Annex VI of EU Energy Efficiency Directive 2012/27/EU:

- a) be based on up-to-date, measured, traceable operational data on energy consumption and (for electricity) load profiles;
- b) comprise a detailed review of the energy consumption profile of buildings or groups of buildings, industrial operations or installations, including transportation;
- c) build, whenever possible, on life-cycle cost analysis (LCCA) instead of Simple Payback Periods (SPP) in order to take account of long-term savings, residual values of long-term investments and discount rates;
- d) be proportionate, and sufficiently representative to permit the drawing of a reliable picture of overall energy performance and the reliable identification of the most significant opportunities for improvement.

An audit template will **not** be provided, as the level of detail will depend on the scale and nature of the operation being audited, auditors might find the following references useful for guidance:

- ISO 50002: 2014 Energy audits: Requirements with guidance for use
- EN16247 Parts 1-4 covering energy audits in buildings, process and transport
- CIBSE AM5:1991 Energy Audits and Surveys

### 15. What are the minimum criteria for an audit carried out as part of an energy management systems route?

The completed audit should meet the provisions outlined Annex VI of the EU Energy Efficiency Directive (2012/27/EU) and this includes any alternative route to compliance being considered.

### 16. What is the format of the energy audit?

It is up to the Registered Energy Auditor to define their own report format. The information must, however, be provided in a format that would not prevent another professional from using the data for further analysis afterwards.

**17. What provisions are being made for Quality Assurance?**

It is envisaged that SEAI will select (primarily at random) some audit reports for quality assurance assessment. There will be a Code of Practice in place which Registered Energy Auditor's will be required to adhere to and a Disciplinary Procedure will be developed to address breaches of the Code and any quality issues that may arise.

**18. I am a registered Non-Domestic BER assessor; does this make me eligible to become a registered energy auditor?**

Not on its own. It is an eligible added qualification once the other minimum requirements to be a Registered Energy Auditor are met.

**19. I am a Lead Assessor under the UK's ESOS scheme; can I carry out Audits in the Republic of Ireland?**

To undertake audits in the Republic of Ireland for compliance with the Energy Efficiency Directive you must be a Registered Energy Auditor under the Irish scheme. Lead Assessor is one of the eligibility criteria when combined with the appropriate technical qualification and experience requirements as outlined in the guidance note for registered energy auditors.

**20. Once registered as a Registered Energy Auditor, can I carry out audits under the directive in other EU member states?**

At present, there is no scheme to harmonise registration across the EU. Auditors will need to apply for separate registration in each country in which they wish to audit. Member States are working to develop a common recognition scheme, but any such scheme will not be in place before the December 2015 deadline for audits.

**21. What will I do with the audit report?**

It must be presented to and signed off by the CEO or Director of the enterprise. Audit reports are the property of the audited enterprise but you will be expected to maintain an audit file for that company and for any QA review by SEAI.

**22. Will SEAI monitor the list of Registered Energy Auditors in terms of feedback from clients; complaints etc. and how will SEAI react to these?**

A Code of Conduct is in place as will any necessary disciplinary procedures required to ensure that the quality and integrity of the Energy Auditing Scheme is maintained.

**23. Who can I contact for further information?**

Queries should be addresses to [eas@seai.ie](mailto:eas@seai.ie)

**SEAI will augment and update this FAQ document periodically.**