M&R in Two Pages: Key Steps & Dates

seai SUSTAINABLE ENERGY AUTHORITY OF IRELAND

Register for the system (only if don't already have login details)

- ❖ Request your username by sending your contact details & PB ID to mandr@seai.ie

Learn about M&R

- ❖ Review the detailed guidance on the M&R website
- ❖ Login & explore the system
- ❖ Attend a free training session – in January 2020

Gather your data

- ❖ Work out what data you're going to need
- ❖ Start pulling it together…now
- ❖ Keep records for future reference & verification

Report your data

Login & select 'Submit Your 2019 Report':

(1) ①②③④⑤①①Organisation:
- ❖ Enter your organisation & contact details
- ❖ Create new M&R users

(2) Baseline & Activity Metrics①②③④⑤①①:
- ❖ Select your baseline period (only if you have not already done so)
- ❖ Select the basis for your activity metric (only if you have not already done so)
- ❖ Report values for your selected activity metric

(3) Energy Usage:
- ❖ Select the energy types you use
- ❖ Enter & validate your MPRNs & GPRNs **by 24 January 2020 at the latest** 🔔
- ❖ Report your non-network energy consumption

(4) Energy Saving Projects:
- ❖ Report the projects that you have implemented so far;
- ❖ List the projects that you plan to implement.

(5) Exemplar Energy Management:
- ❖ Report on the completeness of your data
- ❖ Pick the main reasons behind your recent energy performance
- ❖ Report on any formal assessments of your energy management programme

Complete steps (1) – (5) by 1 May 2020 at the latest 🔔

Review your performance

- ❖ Review your scorecard
- ❖ Examine your performance

Key Dates

- ❖ **18 December 2019:** Reporting Window Opens
- ❖ **January 2020:** training sessions
- ❖ **24 January 2020:** Validation deadline for MPRNs & GPRNs – late MPRNs/GPRNs cannot be processed
- ❖ **1 May 2020:** Reporting Deadline – late reports will not be accepted
- ❖ **29 August 2020:** Final scorecard available

What's included?

The scope is quite broad. 2 key principles:

1. Asset ownership less relevant than whether **consumption is attributable to your organisation**
2. Cannot reduce energy consumption by outsourcing or subcontracting activities.

Examples of included consumption:

- Buildings, including those occupied by parties undertaking activities on your behalf & **including where landlord pays the energy bills**.
- Public lighting; water services; waste management services (including those provided under contract on behalf of local authorities).
- Historical consumption of town & borough councils (through county/city council).
- 3rd level accommodation; barracks.
- Facilities **operated under contract on behalf of public bodies**, e.g. PPPs, ESCo facilities, leisure centres.
- Data centres, shared services.
- **Public transport fleets** (i.e. providing public transport services) (including PPPs); other land, air & marine **vehicles** (including leased vehicles); **mobile plant & machinery** (including leased plant & machinery).
- CHP plants (fuel input); fuel-based generators (fuel input); onsite wind turbines (electricity output); landfill gas (electricity output).

Main data items required

- **Electricity & natural gas: MPRNs & GPRNs only** (baseline onwards). The system automatically accesses consumption for these from the meter operators.
- **All other energy types: annual usage** at organisation level in kg, litres, kWh etc. (baseline onwards)
- Values for **activity metric**, for FTE employees and total useful floor area from baseline onwards.
- Details of energy saving projects.

What's <u>not</u> included?

- Buildings occupied by 3rd parties not providing services / undertaking activities on your behalf.
- **Local authority & HSE housing**.
- Staff mileage; staff travel via public/commercial transport.

IMPORTANT: Refer to the M&R website for definitive guidance. If you interpret anything in these 2 pages as contradicting content on the M&R website, then consider the M&R website guidance to be the definitive reference.

How is progress to the 2020 target tracked?

- You have a **choice of baselines**: most organisations can choose between 2001-2005 average, 2006-2008 and 2009, while new entrants can also choose later baselines. You report your annual energy consumption and your organisation-level activity metric for every year from your baseline onwards.
- All of your **energy consumption** is converted to kWh and then added together. The system adjusts the thermal consumption to account for the weather during the year (using Met Éireann data) – so you are not 'penalised' during colder years & vice versa. Your weather-adjusted consumption is then converted to your **total primary energy requirement (TPER)**, which gives a more complete measure of your impact on national energy use. This involves multiplying fuel consumption by ~1.1 and multiplying electricity consumption by a year-specific figure that has decreased from ~3.0 in 2001 to ~2.0-2.2 more recently.
- You choose your own **activity metric**, which is a measure of the activity that your organisation undertakes.
- Your **organisation-level EnPI** is calculated for each year by dividing your TPER by your organisation-level activity metric. Your target is a **33% improvement in energy efficiency by 2020**, compared to your baseline. Your progress is tracked by the change in your EnPI, i.e. **your EnPI must reduce by 33%**.

Tips

- **Select your activity metric with care**. It should be well defined, understandable, measurable, relevant & linked to what actually drives energy consumption in your organisation. You can **change activity metric** at any time, but must report data for the 'new' metric retrospectively back to the start of your baseline.
- You can **change baseline**, but you must report data retrospectively back to your 'new' baseline.
- You must **validate your MPRNs & GPRNs annually**. Non-validated MPRNs or GPRNs will not be processed. **Ensure you don't double count** electricity or natural gas consumption by self-reporting usage for which you also submit validated MPRNs or GPRNs.
- **Data must be robust** & must satisfy SEAI's **data acceptability criteria**. SEAI undertakes data verification assessments (DVA) after the Reporting Deadline. Retain records of your calculations and data collation. You can change previously reported data in future reporting cycles.
- SEAI will **publish a summary of your organisation's performance** - based on the data in the system at the *Final Scorecard Date*.
- **Explore the system**: it includes many reports to help you analyse and interpret your data, most of which incorporate useful graphs and charts. You can also download all of your data for analysis by spreadsheet.