# Requirements for EXEED Certification

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<th>Requirement</th>
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<td><strong>1.0 Implementation of the M&amp;V plan</strong></td>
<td>ISO50015 - Energy management systems — Measurement and verification of energy performance of organizations — General principles and guidance, Clause 6 shall be used as guidance in the implementation of Measurement and Verification plan.</td>
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<td><strong>1.1 Data-gathering</strong></td>
<td>The M&amp;V practitioner shall collect and record the data according to the requirements of the Data-gathering plan developed during Planning for Measurement &amp; Verification.</td>
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| **1.2 Verification of opportunities implemented** | The M&V practitioner shall verify the opportunities and actions as described in the Energy Saving Register (ESR) and M&V plan have been appropriately implemented.  
  
  The following shall be recorded, relative to ESR and M&V plan.  
  - Opportunities implemented  
  - Opportunities not implemented  
  - Implemented opportunities that differ from ESR and M&V plan detail and reason(s)  
  
  If an implemented opportunity differs from its description in the ESR and M&V plan, the M&V plan shall be adjusted and shall be documented.  
  
  **NOTE:** Elements of the M&V plan that may require adjustment may include method, M&V boundary selection, relevant variables and static factors. |
| **1.3 Observation anticipated or unforeseen changes** | Situations requiring non-routine adjustments to the M&V plan shall be noted and recorded by the M&V practitioner.  
  
  **NOTE:** Elements of the M&V plan that may require adjustment include (but are not limited to) method, M&V boundary selection, relevant variables and static factors. |
| **1.4 M&V Analysis** | The M&V analysis shall follow the scope, time periods, data frequency and method specified in the M&V plan.  
  
  The baseline(s) shall be calculated according to the M&V plan  
  
  Non-routine adjustments or changes to methods used shall be recorded  
  
  The results according to the requirements of the M&V plan shall be recorded  
  
  The M&V analysis shall address the energy performance outcome of combined effect of multiple opportunities implemented in the same time period.  
  
  **Note:** This may be different to the sum of M&V analysis of each opportunity individually. |
| **1.5 M&V reporting** | M&V shall be documented and reported at intervals as established in the M&V plan.  
  
  M&V report shall summarise the scope and purpose of the M&V  
  
  M&V report shall specify the responsible person that performs the M&V and their relationship to the organisation  
  
  M&V report shall include a clear statement regarding the accuracy or uncertainty of measurement  
  
  M&V report shall:  
  - list implemented opportunities  
  - list opportunities planned for implementation that were not implemented, specifying why they were not implemented  
  - provide details of any opportunity implementation differed from the original plan |

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- identify changes that have occurred and if the change requires a non-routine adjustment(s)
- provide energy performance or energy performance improvement results according to the requirements of the M&V plan, as well as legal, regulatory, or other requirements that may be applicable

The M&V practitioner shall report any challenges experienced and how these were addressed as a part of the M&V process.

| 1.6 Review the need to repeat the process | The EED Expert and EED Owner shall review the need to repeat all or part of the M&V process based on any of several factors, such as:
|   | - Frequency as determined in the M&V plan
|   | - Results achieved
|   | - Opportunities or EPIA(s) to be implemented
|   | - Other requirements identified in the M&V plan
|   | - Effects of issues or challenges encountered

| 2.0 Uncertainty | Sources of uncertainty shall be identified where appropriate and should be quantified to the extent practicable and useful to the M&V objective.

**Note:** Additional guidance on sources of uncertainty is provided by ISO50015 - *Energy management systems — Measurement and verification of energy performance of organizations — General principles and guidance, Clause 7.*

| 3.0 Measurement and Verification documentation | Measurement and Verification documentation shall include:
|   | - M&V Plan
|   | - M&V Report
|   | - Procedures necessary to reproduce the M&V results as specified in the M&V plan.

Measurement and Verification documentation shall be subject to change control processes.

| 4.0 Achieving and Maintaining EXEED Verified certification | An energy baseline shall be established using the information from Energy Measurement Plan (c.f. EXEED Designed) and data compiled from Measurement and Verification plan.
|   | Energy performance shall be measured and verified annually using appropriate energy performance indicators.
|   | The Energy Saving Register shall be a revision controlled document and reviewed on an annual basis by the EED Owner.
|   | EXEED Verified can be re-certified every three years and shall include a review of an Energy Performance Statement.