ESSENTIAL SERVICES COMMISSION

Victorian Energy Upgrades

Explanatory note – creating Victorian energy efficiency certificates from prescribed activities

31 August 2018

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The Department of Environment, Land, Water and Planning develops policy for the Victorian Energy Upgrades program. The program provides incentives for Victorian households and organisations to make energy efficiency improvements that save money on their energy bills and reduce Victoria's greenhouse gas emissions

The Essential Services Commission administers the program as the 'Victorian Energy Efficiency Target scheme' under the *Victorian Energy Efficiency Target Act 2007*.

For more information, visit veet.vic.gov.au.

Contents

1. Introduction

The VEET scheme is a Victorian Government initiative promoted as the Victorian Energy Upgrades program. It commenced on 1 January 2009 and is administered by the Essential Services Commission (the commission). The scheme was established under the *Victorian Energy Efficiency Target Act 2007* (the Act) and is administered in accordance with the *Victorian Energy Efficiency Target Regulations 2008* (the Principal Regulations) and the *Victorian Energy Efficiency Target (Project-Based Activities) Regulations 2017* (the PBA Regulations).

The VEET scheme allows for accredited businesses, known as accredited persons (APs), to create Victorian energy efficient certificates (VEECs) when they help energy consumers make selected energy efficiency improvements to their homes, business premises or other non-residential premises.

This document is intended to help APs understand the various 'deemed' prescribed activities as detailed in the Principal Regulations, how an AP can engage in them and to explain how VEECs can be created.

APs interested in undertaking a project-based activity (PBA) will need to refer to a separate document – *Explanatory note – project based activities – measurement and verification – part 1: activity guidance*.

1.1. Accreditation

To create a certificate under VEET a person must be an AP (accredited person) under the Act. This involves submitting to the commission a completed accreditation application form (together with required supplementary information), and a $500 accreditation fee. The *Explanatory note – lodging an application for accreditation* provides a detailed description of the accreditation process and is available from the VEET website.

2. Prescribed activity requirements

The Principal Regulations detail the mandatory standards and minimum requirements for the prescribed activities which are eligible to create VEECs, and the methodology for calculating the number of VEECs eligible to be created. The Principal Regulations also detail which prescribed activities can be undertaken in both the business/non-residential and residential sectors, and which can be undertaken in the residential sector only. The following table lists which activities can be undertaken in each sector.

Table 1: Prescribed activities eligible under the residential and/or business/non-residential sectors

Category	Schedule	Residential Sector[1]	Business/non-residential sector[2]
Water heating	1	Yes	Yes
	2	Yes	Yes
	3	Yes	Yes
	4	Yes	Yes
Space heating & cooling	5	Yes	Yes
	6	Yes	Yes
	7	Yes	Yes
	8	Yes	Yes
	9	Yes	Yes
	10	Yes	Yes
	20	Yes	Yes

[1] The 'residential sector' encompasses residential premises only, defined as buildings classified under Part A3 of the Building Code of Australia as Class 1, 2, 3, or 4 Buildings.

[2] The 'business/non-residential sector' encompasses premises that are neither (i) a residential premises (as defined above) nor (ii) a 'scheduled activity premises' as defined in Regulation 4 of the Principal Regulations, unless it has been 'opted in' to the VEET scheme pursuant to Regulation 10AA of the Principal Regulations

	23	Yes	Yes
	28	Yes	Yes
Space conditioning	11	Yes	No
	12	Yes	Yes
	13	Yes	Yes
	14	Yes	Yes
	15	Yes	No
Shower rose	17	Yes	Yes
Incandescent lighting	21	Yes	Yes
Refrigerator or freezer	19	Yes	Yes
	22	Yes	Yes
Television	24	Yes	Yes
Clothes dryer	25	Yes	Yes
Pool pumps	26	Yes	Yes
Standby power controllers (SPCs)	29	Yes	Yes[3]
In-home displays (IHDs)	30	Yes	No
High efficiency motors	31	No	Yes
Refrigerated display cabinets	32	No	Yes
Refrigeration fan motors	33	No	Yes
Lighting upgrade (BB and NBB)	34	No	Yes

[3] The abatement factors associated with SPCs installed in non-residential premises are different to those applying in residential premises. Requirements for fulfilling the activity also vary between sectors. APs should consult the Principal Regulations for more details

Trigger nozzle	35	No	Yes
Prerinse spray valve	36	No	Yes

2.1. Meeting legal requirements

In addition to the requirements specified in the Principal Regulations, all activities must be undertaken in accordance with the laws, regulations and codes of practice applicable to that activity. This includes, but is not limited to, compliance with the *Electricity Safety Act 1998 (Vic)*, the *Gas Safety Act 1997 (Vic), the Building Act 1993 (Vic), the Plumbing Regulations 2008 (Vic), the Ozone Protection, Synthetic Greenhouse Gas Management Act 1989 (Cth), the Occupational Health* and *Safety Act 2004 (Vic)* and the *Competition and Consumer Act 2010 (Cth).*

Undertaking prescribed activities on rented premises may affect the rights and obligations of the tenant. Tenants should comply with their tenancy agreements and other legal obligations. For example, the *Residential Tenancies Act 1997 (Vic)* requires tenants to obtain the landlord's consent to install fixtures in rented premises or to alter, renovate or add to those premises. Unless otherwise agreed with the landlord, the tenant may have to restore or pay for restoration of the premises at the end of the tenancy.

2.2. Meeting occupational health and safety obligations

While the commission does not administer occupational health and safety (OH&S) legal requirements, it recognises that undertaking prescribed activities under the VEET scheme can create OH&S risks for APs, their employees, independent contractors and consumers.

For further information about participants' OH&S legal requirements under the scheme, including safety and training obligations for installers and businesses, please see *Explanatory note – safety, risks and training obligations*.

2.3. Decommissioning requirements

Where an activity involves the decommissioning of a product, APs should adopt environmentally responsible and verifiable decommissioning practices. For water heaters, space heating systems, heating ductwork, refrigerators, freezers, evaporative coolers, trigger nozzles, shower roses and in some cases prerinse spray valves, where the unit is able to be removed from the premises, APs should take all reasonable measures to recycle the components of the product. In respect of lighting activities, APs should ensure that the decommissioned lamps are recycled by companies which have the capacity to safely recover and reuse mercury, glass, phosphor and aluminium. As part of their accreditation application, parties will be required to provide the commission information on their proposed decommissioning practices.

2.4. Summary of activity requirements

The following appendices provide a summary of the requirements of each of the following categories of prescribed activity, together with some guidance notes on how the activities should be carried out:

Appendix 1 - Water heating

Appendix 2 – Space heating

Appendix 3 – Space conditioning – Insulation

Appendix 4 – Space conditioning – Window (replacement or retrofit)

Appendix 5 – Space conditioning – Weather sealing

Appendix 6 – Incandescent lighting replacement

Appendix 7 – Shower rose

Appendix 8 – Refrigerator or freezer – Purchase

Appendix 9 – Refrigerator or freezer – Destruction

Appendix 10 – Televisions

Appendix 11 – Clothes dryers

Appendix 12 – Pool pumps

Appendix 13 – Standby power controllers

Appendix 14 – In-home displays

Appendix 15 – High efficiency motors

Appendix 16 – Refrigerated display cabinets

Appendix 17 – Refrigeration fan motors

Appendix 18 – Lighting upgrades (building based and non-building based)

Appendix 19 – Trigger nozzles

Appendix 20 – Pre-rinse spray valves.

3. Products

3.1. Register of products

The commission is required by the Principal Regulations to maintain a register of energy saving products that may be installed under prescribed activities and in respect of which certificates may be created. To be listed on the register, a product must be capable of performing to the minimum criteria specified in the relevant schedule of the Principal Regulations.

The Register of products is accessible via the VEET website and is intended to provide businesses accredited to participate in the VEET scheme (i.e. APs) with a list of products that may be installed for each prescribed activity. APs can install any product listed on the Register of products provided they are approved by the commission to undertake the corresponding prescribed activity.

The *Explanatory note – lodging a product application*, available from the VEET website, is essential reading for anyone who wishes to apply to have a product listed on the register. It provides a step-by-step guide on how to lodge an application, including a description of the supporting documentation required.

3.2. Standby power controller

In the absence of a current Australian Standard, testing laboratories must conduct standby power controller (SPC) tests in accordance with the *Explanatory note – laboratory tests for standby power controllers*, available from the VEET website. SPCs tested in accordance with the methods outlined in this document will be deemed to pass or fail the minimum eligibility requirements of the Principal Regulations. The SPCs that pass the eligibility requirements, when tested by an approved laboratory and are subsequently approved by the commission, will be assigned an abatement factor of 1.0.

For SPCs that are considered capable of achieving an abatement factor of 2.0 or more, a field trial may be undertaken by the applicant to demonstrate the additional energy savings. The *Explanatory note – field trials for standby power controllers* is available from the VEET website.

To be eligible for a field trial, the SPC must satisfy some minimum criteria. In an IT environment, the SPC must be capable of disconnecting mains power to the controlled appliances when the master computer is in sleep mode. SPCs that do not have this functionality will not be considered eligible for a field trial. SPCs in an AV environment that operate solely on the basis of a master/slave arrangement will not be considered eligible for a field trial.

The final decision on abatement factors for SPCs will be based on the commission's assessment of the field trial. The commission's assessment processes will include a normalisation process and application of discount factors where applicable.

For reference, a list of approved peripheral devices (devices that can be plugged into an SPC to make it eligible for VEECs) is located in Appendix 13 of this document.

4. Who is eligible to create VEECs?

4.1. Accredited persons

The Act states that only an AP may create VEECs. The AP may be assigned the right to create a VEEC by any of the following:

- the consumer of electricity or gas in respect of whom the prescribed activity is undertaken (called the consumer)
- the landlord of the premises in which the tenant is the consumer of the electricity or gas (called the consumer)
- the owner of the premises being constructed or renovated which are not currently connected for electricity or gas (called the consumer)
- a person who is the holder of an assignment of the right to create a certificate made by the consumer
- for business consumers, an authorised signatory of the business.

A 'consumer of electricity or gas' is not limited to the person who purchases the electricity or gas, but includes a person who uses electricity or gas. This means that the consumer is not restricted to the person named on the gas or electricity bill.

Whether the landlord or tenant is entitled to create a certificate in a particular circumstance is determined by looking at which person is involved in undertaking the prescribed activity. For example, if the tenant purchases a refrigerator which is prescribed by the Principal Regulations, the tenant is eligible to create the VEECs in respect of that refrigerator. However, if the landlord installs insulation in its premises, the landlord is eligible to create the VEECs in respect of the installation.

In practice, it is expected that consumers will assign their rights to create VEECs to a third party who is accredited, since this will allow them to receive a benefit without having to go through the accreditation process.

4.2. VEEC assignment forms

A consumer needs to complete and sign a VEEC assignment form when assigning their right to create VEECs to a third-party AP (except in the case of the fridge/freezer destruction activity when conducted in the residential sector only, and then only if written assignment cannot reasonably be obtained). A VEEC assignment form needs to collect the information necessary for APs to create certificates and demonstrate compliance with the legislation. The mandatory information for VEEC assignment form documents is available on the VEET website.

Different mandatory information requirements are required for the different prescribed activities and different sectors. Assignment forms for the business sector must capture some extra information, such as the Australian business number (ABN) of the business customer. APs may customise their own VEEC assignment form to incorporate the different information requirements into the one form. For example, a business that intends to install lamps, low flow shower roses and space heating products in both the residential and business sectors, may create their own VEEC assignment form to capture the different information requirements of the different prescribed activity categories for both sectors.

APs may customise their own VEEC assignment form to incorporate additional explanatory text, company logos and other features. Parties applying for accreditation will need to provide a copy of their VEEC assignment form for review by the commission as part of their accreditation application process. The commission requests that changes to VEEC assignment forms also be submitted to the commission for review.

APs must give a copy of the VEEC assignment form, or another document containing the same information, to consumers at the time of signing. Additionally, APs must ensure that all personal information collected in the VEEC assignment form is held in accordance with the Information Privacy Principles (IPPs) under the *Privacy and Data Protection Act 2014 (Vic).* Details of how to comply can be found at www.privacy.vic.gov.au.

It is important to note that the VEEC assignment form is a legal document; therefore any changes that are made to the details recorded on the form after it is first signed by the consumer must be initialled and dated by all signatories. If changes are made to the assignment form without the written consent of the signatories, the commission may consider the assignment form invalid. Where reasonable to do so, the AP may use other documentation such as phone or field audit records to verify any discrepancies between the assignment form and installation details as submitted on the VEEC creation upload form.

Please note that when completing assignment forms in individual dwellings and common areas[4] of Class 3 buildings, APs must complete two separate assignment forms:

[4] The definition of common areas is as follows:

1. For buildings owned under strata title, the common property as defined in the Owner Corporations Act 2006 (VIC); or
2. For buildings not owned under strata title (e.g. under company title), the non-residential property of BCA Class 2 buildings.

- one residential sector assignment form detailing the total quantity of products installed into residential areas along with a separate document that provides a complete breakdown of the numbers and products for each individual dwelling
- one business and non-residential sector assignment form that details the total quantity of products installed into common areas along with a separate document that provides a complete breakdown of the numbers and products installed for each area.

5. Calculating the number of VEECs eligible to be created

5.1. Summary of VEEC calculations per prescribed activity

The Principal Regulations provide for the abatement factor values or methodologies for each prescribed activity, along with regional factors which are determined by the postcode of the installation address. These are summarised below.

Prescribed activity	VEEC calculations
• Space heating • Heating ductwork • Televisions • Pool pumps • Clothes dryers • Trigger nozzles • Prerinse spray valves • Refrigerator activities	No. of VEECs = Abatement factor x Regional factor
Insulation and thermally efficient window activities	No. of VEECs = Area (m^2) x Abatement factor x Regional factor
Shower rose activities	No. of VEECs = No. of products x Abatement factor x Regional factor
SPC activities	No. of VEECs = No. of products x Abatement factor where the number of products cannot exceed four per household
IHD activities	No. of VEECs = Abatement factor x Regional factor
High efficiency motor activities	No. of VEECs = Abatement factor x Regional factor where the abatement factor for any given motor is determined by its minimum rated output (kW).
Refrigerated display cabinet activities	No. of VEECs = (Total display area (m^2) x Abatement factor) x Regional factor where the abatement factor is determined by the refrigerated display cabinet type
Refrigeration fan motor activities	No. of VEECs = Abatement factor x Regional factor

Prescribed activity	VEEC calculations
Building based (BB) or non-building based (NBB) lighting upgrade activities[5]	No. of VEECs = Abatement factor x Regional factor
Weather sealing[6]	No of VEECs = ∑ (No. of products x abatement factor x regional factor). Detailed formula for calculating VEECs is detailed in section 5.2 below.
Incandescent lighting activities[7]	No of VEECs = ∑ (No. of products x abatement factor x regional factor x power factor multiplier). Detailed formula for calculating VEECs is detailed in section 5.3 below.

You should note that in determining the number of eligible VEECs for each activity, you must round up the calculated number to the nearest whole number of certificates if the value is 0.5 or above (e.g. 2.57 needs to be rounded up to 3).

To assist participants in their VEEC calculations, the commission has published a VEEC calculator on the VEET website. To use the VEEC calculator, you will need to have product details on hand, such as the product brand and model number and the installation postcode.

See Appendix 21 – VEEC values per prescribed activity for detailed abatement and regional factors values per prescribed activity.

5.2. VEEC calculations for weather sealing (Schedule 15)

To establish how many VEECS is eligible to be created in respect of installation of weather products at a single premise, the following steps apply:

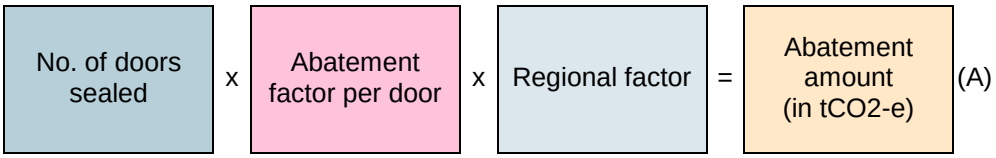
1. Establish the regional factor for the installation by determining whether the installation has taken place in metropolitan Victoria, regional Victoria (mild), regional Victoria (cold) or regional Victoria (hot). You can determine this by the installation postcode using the postcode table detailed in Schedule 20 of the Principal Regulations.

2. Calculate the abatement amount in respect of the installation of product(s) to seal a door.

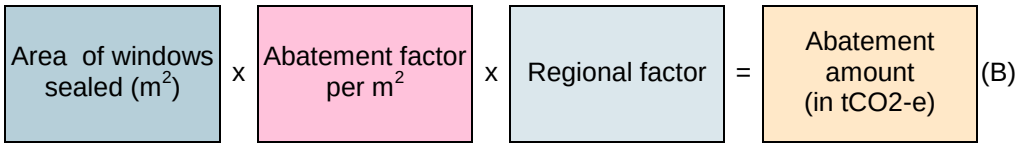
[5] Calculating VEECs for the BB or NBB lighting upgrade activity is more complex than for other activities. For more details on how to calculate VEECs for this activity, see Schedule 34 of the Principal Regulations and also *Explanatory note – building based lighting upgrade - part 1: activity guidance* and *Explanatory note – non-building based lighting upgrade - part 1: activity guidance*, both available from the VEET website

[6] The formula for calculating VEECs is more complex as it involves the summing of the activity's measures and is detailed in Appendix 21.

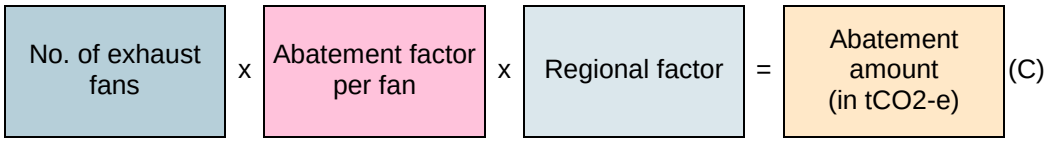
[7] The formula for calculating VEECs is also complex as it involves the summing of the activity's measures and is detailed in Appendix 21.



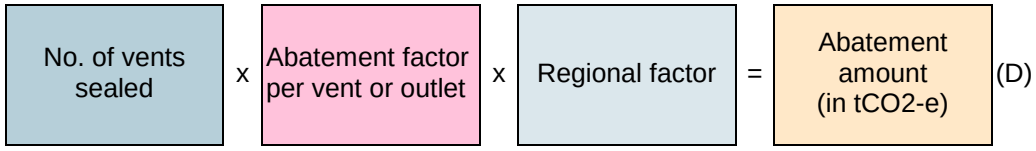
3. Calculate the abatement amount in respect of the installation of product to seal a window.



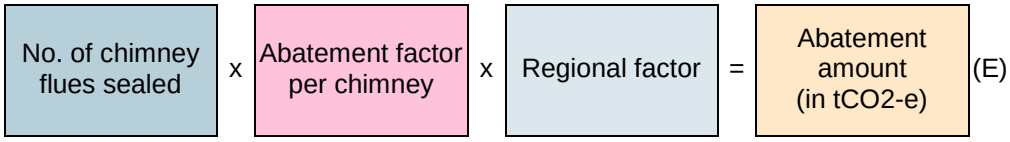
4. Calculate the abatement amount in respect of installation of exhaust fan with self-sealing product or self-sealing product on an exhaust fan.



5. Calculate the abatement amount in respect of the installation of product to seal a wall vent or evaporative cooling outlet.



6. Calculate the abatement amount in respect of the installation of product to seal a chimney or flue.



7. Sum of the values: A + B + C + D + E = Number of eligible VEECs

To determine the number of eligible VEECs, you must round down the calculated number to the nearest whole number of certificates.

5.3. VEEC calculations for incandescent lighting replacement (Schedule 21)

To establish how many VEECs are eligible to be created in respect of the installation of lamps at a single premise, the following steps apply:

1. Establish the regional factor for the installation by determining whether the installation has taken place in metropolitan Victoria or regional Victoria. You can determine this by the installation postcode and using the postcode table detailed in Schedule 29 of the Principal Regulations.

2. Calculate the abatement amount in respect of the installation of low energy general lighting service lamps.

No. of low energy GLS lamps	x	Abatement factor of lamp[8]	x	Regional factor	x	Power factor multiplier	=	Abatement amount (in tCO_2-e)	(A)

3. Calculate the abatement amount in respect of the installation of low energy reflector lamps.

No. of low energy reflector lamps	x	Abatement factor of lamp[9]	x	Regional factor	x	Power factor multiplier	=	Abatement amount (in tCO_2-e)	(B)

4. Calculate the abatement amount in respect of the installation of low energy lamp in place of 12 volt halogen lamp.

No. of low energy 12 volt lamps	x	Abatement factor of lamp[10]	x	Regional factor	x	Power factor multiplier	=	Abatement amount (in tCO_2-e)	(C)

5. Calculate the abatement amount in respect of the installation of low energy downlights.

No. of low energy downlights	x	Abatement factor of lamp[11]	x	Regional factor	x	Power factor multiplier	=	Abatement amount (in tCO_2-e)	(D)

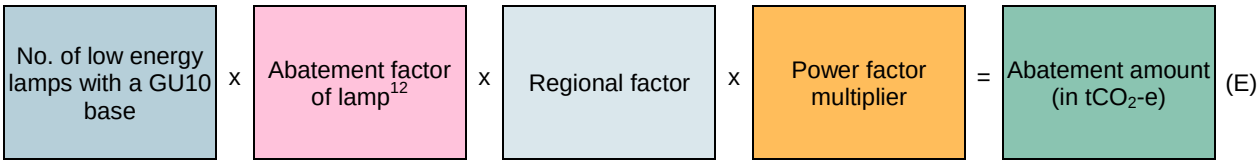
6. Calculate the abatement amount in respect of the installation of low energy lamps with a GU10 base.

[8] * You will need to determine the abatement factor of the lamp based on the lamp's lighting output, efficacy levels and manufacturer's rated lifetime as detailed in the 21A table above

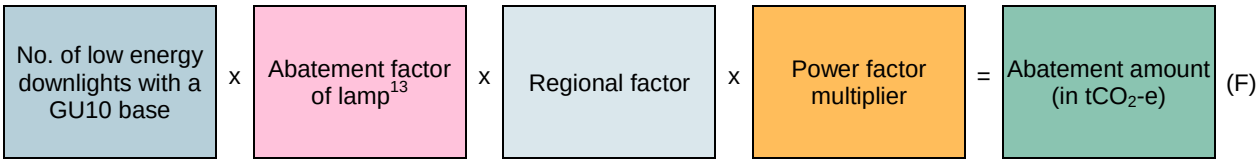
[9] You will need to determine the abatement factor of the lamp based on the lamp's lighting output, efficacy levels and manufacturer's rated lifetime as detailed in the 21B table above

[10] You will need to determine the abatement factor of the lamp based on the lamp's lighting output, efficacy levels and manufacturer's rated lifetime as detailed in the 21C table above

[11] You will need to determine the abatement factor of the lamp based on the lamp's lighting output, efficacy levels and manufacturer's rated lifetime as detailed in table above



7. Calculate the abatement amount in respect of the installation of low energy downlights.



8. Sum of the values: A+B+C+D+E+F= Number of eligible VEECs

To determine the number if eligible VEECs, you must round the calculated number to the nearest whole number of certificates.

[12] You will need to determine the abatement factor of the lamp based on the lamp's lighting output, efficacy levels and manufacturer's rated lifetime as detailed in table above

[13] You will need to determine the abatement factor of the lamp based on the lamp's lighting output, efficacy levels and manufacturer's rated lifetime as detailed in table above

6. Creating and registering VEECs

6.1. Meeting the requirements of the Principal Regulations

APs must ensure that VEECs are only created after the prescribed activity has been completed. Part C of each schedule of the Principal Regulations explains when that activity is deemed to have been undertaken. Usually, this is on the day on which the installation is completed and the old product has been decommissioned. For example, where an activity involves the decommissioning of an existing space heating product and the installation of a new product, the activity is deemed to be undertaken on the day the installed product is first able to produce and deliver heating or the day the replaced heating product is decommissioned, whichever is later. The appendices of this document outline when an activity is considered to be undertaken for each activity.

Example 1:

Joe Smith, who is employed by XYZ Pty Ltd (an AP) and who is licensed by the VBA, installs a 6 star ducted gas heater unit to replace an old 2 star ducted gas heater unit at 9 Fitzroy Street, Brunswick. Joe installs the new unit on 5 January 2016, with the new unit delivering ducted heating on the day. Upon leaving 9 Fitzroy Street following the installation, Joe removes the old 2 star unit and takes it back to the premises of XYZ Pty Ltd. Having undertaken 20 other replacement installations in the month of January 2016, XYZ Pty Ltd sends the old collected units to the Fitzroy Recycling Company to be recycled on 8 February 2016. In accordance with the Principal Regulations, XYZ Pty Ltd is entitled to create certificates for the replacement activity at 9 Fitzroy Street (and the other replacement installations undertaken in January) on or after 8 February 2016 (i.e. the date of decommissioning of the old inefficient units as it is later than the date of installation of the new high efficiency units). If XYZ Pty Ltd had created the certificates in respect of the installation before 8 February 2016, the certificates may be considered to be invalidly created and may not be registered by the commission.

6.2. Online upload forms

VEECs are created by completing the relevant online upload form available to APs through their account page on the VEET website. A summary of the fields you will be required to populate in these forms is provided in the appendices of this document. VEECs are created at upload and the online platform automatically calculates the number of VEECs eligible to be created based on the methodology detailed in the Principal Regulations. Certificate calculations are rounded up from 0.5 or above, otherwise rounded down.

6.3. Data entry, data validation and auditing

When completing an upload form, please enter address data as follows:

Approved format for entry for address data:			
Unit type	Unit	Apartment	Townhouse
Unit number	12	4	
Level type	Level	Level	
Level number	5	6	
Street number	35	40	56
Street name	Spring	Smith	Collins
Street type	Street	Avenue	Street
Street type suffix	St	Ave	St
Town/suburb	Melbourne	Collingwood	Melbourne
State	VIC	VIC	VIC
Postcode	3000	3066	3000

- PO Box/GPO Box/Locked bag addresses entered in the VEEC upload form will not be accepted by the commission.
- The commission's preference is for data to be submitted in sentence case format, i.e. standard capitalisation with first letter uppercase and subsequent letter lowercase, e.g. Brunswick East.

Please note that when uploading activities that were undertaken within a Class 3 building, all APs must ensure that each individual dwelling is submitted as an individual activity under the residential sector. For all products installed in common areas, a single activity upload under the business and non-residential sector will suffice.

Approved format for entry of address data for class 3 installations under the residential sector		
Unit type	Apartment	Apartment
Unit number	1	2
Level type	Level	Level
Level number	6	6
Street number	56	56
Street name	Collins	Collins
Street type	Street	Street
Street type suffix	St	St
Town/Suburb	Melbourne	Melbourne
State	VIC	VIC
Postcode	3000	3000

Approved format for entry of address data for Class 3 installations under the business/non-residential sector	
Unit type	
Unit number	
Level type	Level
Level number	6
Street number	56
Street name	Collins
Street type	Street
Street type suffix	St
Town/Suburb	Melbourne
State	VIC
Postcode	3000

6.4. VEEC validation process, RFIs and critical issues

The commission conducts automated checks, manual checks, and desktop audits of the VEEC creation information. These assessments are based on considerations such as:

- whether there are any anomalies in the data or installation patterns of the activities
- whether the addresses at which the activities are undertaken are residential premises or business premises.

The commission allocates certificates into batches for the purpose of assessment. The batching process occurs weekly and groups certificates on the basis of AP and activity schedule. The commission applies a processing timeframe to each batch, with the number of days for assessment depending on the AP risk rating and the risk rating of the schedule.

APs can identify the assessment timeframe for a batch, by reviewing the anticipated invoicing window in the batch status page of the VEET website. Please note that the target timeframe only counts the days the batch is with the commission for assessment. The processing timeframe only applies to batches under ‘regular’ assessment it does not apply to batch with the status of ‘first creation’ or ‘delayed’.

Requests for further information (RFIs) are used to satisfy the commission that you can substantiate the certificates you have created. The request for items of evidence is displayed in the notes field at the bottom of the activity page. The items are based on *Explanatory note – compliance requirements for accredited persons by prescribed activity*[14] , available on the VEET website. In some instances the commission may require further information or explanation to complete their checks. Any information requested must be provided within ten business days, unless otherwise agreed between the commission and the AP.

The evidence you provide in relation to your certificate creations is assessed against assessment standards. You can view these standards through the VEET website. Depending on the information provided, the assessment of your activities will result in a pass, non-critical issue or critical issue. If an activity has a critical issue it will be returned to you for further action. The critical issue is listed on the right-hand side of the activity page. By clicking on the plus symbol you can view the description and instructions on how to respond to the issue.

If one activity within a batch has a critical issue the target timeframe no longer applies and the anticipated invoicing window will display 'n/a'. Because all activities within a batch are processed together, the entire batch may be delayed as a result of the critical issue(s).

If the commission is satisfied that the VEECs have been created in compliance with the Principal Regulations, the VEECs will be validated. If the commission discovers fraudulent activities, the commission can seek to suspend, prosecute and/or apply financial penalties to the AP.

6.5. Escalations

The commission may remove your batches from 'regular' processing and escalate your batches in order to measure the compliance across the entire batch. In this case, the commission will contact you and advise you of the impacted batches along with the scope and method of the investigation.

The commission will also estimate the completion date when the findings and options for the next steps will be presented to you. The details of an escalation can be viewed at any time through the escalation page on the VEET website.

[14] For Schedule 34 Lighting Upgrade activities please see *Explanatory note – building based lighting upgrade - part 2: compliance requirements* and/or *Explanatory note – non-building based lighting upgrade – part 2: compliance Requirements.*

6.6. Registration of VEECs

VEECs that have been created and validated by the commission must be registered. To register VEECs, the AP must pay a $1 registration fee per VEEC. The commission will forward an invoice for payment following validation of VEECs. Once payment has been received and the invoice settled, the VEECs will be registered and issued a unique identification code. Once registered, APs are then able to transfer the VEECs to another party or to surrender the VEECs to the commission.

7. Record keeping

APs must keep records which provide evidence that an activity has been undertaken in accordance with the Principal Regulations. This includes evidence of both installation and decommissioning (where replacement has occurred). The records must correspond to the information supplied in the VEEC upload forms. These records will be the subject of periodic audits or compliance investigations as defined under clause 15 of the *Victorian Energy Efficiency Target Scheme Guidelines* (the Guidelines). The following table provides an overview of the record keeping requirements for APs under the VEET scheme.

Table 2: Record keeping requirements for APs under the VEET scheme

Requirement	Reference
A person who is an AP must keep records that record and explain all transactions and other acts engaged in, or required to be engaged in, by the AP under this Act	72(1) of the Act
The records kept by an AP must include any documents relevant to ascertaining: • details of all certificates created by the AP during the year • records in relation to assignment of rights to create certificates • sales, purchase and/or service records of each product or service for which certificates have been created, including make and model number if applicable, and street address and postcode of consumer • evidence of removal or destruction of existing products where removal or destruction is required by the regulations • evidence of mandatory safety training conducted by relevant installers.	• 72(2) of the Act • 13.1 of the Guidelines • 7 of the Guidelines
Records must be kept in writing in the English language or be readily accessible and convertible into writing in the English language.	72(4) of the Act
An AP must retain any records required to be kept under the Act until the end of 6 years after those records were made, or the completion of transactions to which the records relate, whichever is later.	72(5) of the Act

The commission's record keeping requirements do not preclude the use of electronic devices. For example, APs may prepare their VEEC assignment forms in electronic form, and facilitate the completion and signing of the forms by the installer and consumer by electronic means (e.g. a handheld PC).

8. Legal context for this document

The commission has prepared this explanatory note document as a general summary of relevant parts of the:

- *Victorian Energy Efficiency Target Act 2007*
- *Victorian Energy Efficiency Target Regulations 2008*
- *Victorian Energy Efficiency Target Scheme Guidelines.*

This document should not be relied upon as substitute for legal advice and should be read in conjunction with the above source documents. In the event of inconsistency between this explanatory note document and the above source documents, the content in the source documents takes precedence.

Appendix 1 – Water heating activities

Schedule 1A: Decommissioning an electric resistance water heater and installing a gas/LPG storage water heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(a)
Product requirements	Gas/LPG storage water heater which: • is certified by an accredited body as having a rating of 5 or more stars when tested and rated to AS 4552 – 2000 or 2005 • is listed on the Register of products
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing electric resistance water heater must be connected to an electricity supply before the upgrade. • Existing electric resistance water heater must be decommissioned by person licensed by ESV. • Non-prescribed certificate of electrical safety be provided. • Gas/LPG storage water heater to be installed by person licensed by the VBA in gas-fitting and water supply work. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver gas/LPG heated water or the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 1B – Decommissioning an electric resistance water heater and installing a gas/LPG instantaneous water heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(a)
Product requirements	Gas/LPG storage water heater which: • is certified by an accredited body as having a rating of 5 or more stars when tested and rated to AS 4552 – 2000 or 2005 • is listed on the Register of products
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing electric resistance water heater must be connected to an electricity supply before the upgrade. • Existing electric resistance water heater must be decommissioned by person licensed by ESV. • Non-prescribed certificate of electrical safety be provided. • Gas/LPG storage water heater to be installed by person licensed by the VBA in gas-fitting and water supply work. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver gas/LPG heated water or the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 1E – Decommissioning an electric resistance water heater and installing an electric boosted solar or heat pump water heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(a)
Product requirements	Electric boosted solar or heat pump water heater which: • is certified by accredited body to AS/NZS 2712:2007 reissued in November 2011 • has a minimum energy performance of 60% solar contribution in zone 4 climate as measured against AS/NZS 4234:2008 reissued in November 2011 • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing electric resistance water heater must be connected to an electricity supply before the upgrade. • Existing electric resistance water heater must be decommissioned by person licensed by ESV. • Non-prescribed certificate of electrical safety be provided. • Electric boosted solar or heat pump water heater be installed by person licensed by the VBA in water supply and mechanical services work, and be installed in accordance with the Plumbing Regulations 2008. • Prescribed certificate of electrical safety will be required if mains or switchboard is modified. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver solar heated water or the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 1F – Decommissioning an electric resistance water heater and installing a gas/LPG boosted solar water heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(a)
Product requirements	Gas/LPG boosted solar water heater which: • is certified by accredited body to AS/NZS 2712:2007 reissued in November 2011 • has a minimum energy performance of 60% solar contribution in zone 4 climate as measured against AS/NZS 4234:2008 reissued in November 2011 • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing electric resistance water heater must be connected to an electricity supply before the upgrade. • Existing electric resistance water heater must be decommissioned by person licensed by ESV. • Non-prescribed certificate of electrical safety be provided. • Gas/LPG boosted solar water heater be installed by person licensed by the VBA in gas-fitting, mechanical services and water supply work, and be installed in accordance with the Plumbing Regulations 2008. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver solar heated water or the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 2B – Installing a solar retrofit kit on an electric resistance water heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(b)
Product requirements	Solar retrofit kit which: • is certified by accredited body to AS/NZS 2712:2007 reissued in November 2011 • has a minimum energy performance of 50% solar contribution in zone 4 climate as measured against AS/NZS 4234:2008 reissued in November 2011 using plumbing characteristics specified in SV guidelines (version 6.0 updated June 2011) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing electric resistance water heater must be connected to an electricity supply both before and after the upgrade, and must be operable after the upgrade. • Solar retrofit kit be installed by a person licensed by ESV and/or person licensed by the VBA in mechanical services and water supply work, and be installed in accordance with the Plumbing Regulations 2008. • Non-prescribed certificate of electrical safety be provided. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The day on which the water heater, as modified by the installed product, is first able to deliver solar heated water.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 3B – Decommissioning a gas/LPG water heater and installing a gas/LPG boosted solar water heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(c)
Product requirements	Gas/LPG boosted solar water heater which: • is certified by accredited body to AS/NZS 2712:2007 reissued in November 2011 • has a minimum energy performance of 60% solar contribution in zone 4 climate as measured against AS/NZS 4234:2008 reissued in November 2011 • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing gas water heater must be connected to a gas supply before the upgrade. • Decommissioning and installation work be undertaken by person licensed by the VBA in gas-fitting, mechanical services and water supply work, and be installed in accordance with the Plumbing Regulations 2008. • Any electrical work to be undertaken by an electrician licensed by ESV. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The day on which the water heater, as modified by the installed product, is first able to deliver solar heated water.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 4B – Installing a solar pre-heater on a gas heater

Activity requirements	Description
Regulation reference	Regulation 6(1)(d)
Product requirements	Solar pre-heater which: • is certified by accredited body to AS/NZS 2712:2007 reissued in November 2011 • has a min energy performance of 50% solar contribution in zone 4 climate as measured against AS/NZS 4234:2008 reissued in November 2011 using plumbing characteristics specified in SV guidelines (version 3.0 updated June 2011) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing gas water heater must be connected to a gas supply both before and after the upgrade, and must be operable after the upgrade. • Solar pre-heater be installed by person licensed by the VBA in mechanical services, water supply and gas-fitting work, and be installed in accordance with the Plumbing Regulations 2008. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The day on which the water heater, as modified by the installed product, is first able to deliver solar heated water.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Required fields for VEEC creation – water heating (Schedules 1, 2, 3 and 4)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Product brand and model • Product size (only for Schedules 1E,1F, 3B, 4B) • Certificate of Electrical Safety number • compliance certificate number • Installer details (company name, name and phone number)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product brand and model • Product size (only for Schedules 1E,1F, 3B, 4B) • Certificate of Electrical Safety number • Compliance certificate number • Installer details (company name, name and phone number)

Appendix 2– Space heating activities

Guidance notes for undertaking space heating and cooling activities

- Space heating system installed should be appropriately sized for the area.
- Persons undertaking the activity in respect of the installation of a ducted air to air heat pump should be familiar with the Air Conditioning Residential Best Practice Guideline (2003) published by the Australian Institute of Refrigeration, Air Conditioning and Heating (AIRAH).
- Decommissioning of ducted air to air heat pump should involve the removal and disposal of refrigerants and any other scheduled substances in accordance with the *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989*.

Schedule 5 – Decommissioning a ducted gas heater and installing a high efficiency ducted gas heater.

Activity requirements	Description
Regulation reference	Regulation 6(1)(e)
Product requirements	Ducted gas heater which: • is certified by an accredited body to achieve a minimum 5 star rating (AS 4556-2000 or AS 4556-2011) • has a minimum rated output heating capacity of 10 kW (AS 4556-2000 or AS 4556-2011) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing ducted gas heater must be connected to a gas supply before the upgrade. • Existing ducted gas heater be decommissioned and HE ducted gas heater be installed by person licensed by the VBA in gas-fitting and mechanical services work. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver heating and the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 6 – Decommissioning a central electric resistance heater and installing a high efficiency ducted gas heater.

Activity requirements	Description
Regulation reference	Regulation 6(1)(f)
Product requirements	Ducted gas heater which: • is certified by an accredited body to achieve a minimum 5 star rating (AS 4556-2000) • has minimum rated output heating capacity of 10 kW (AS 4556-2000) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing central electric resistance heater must be connected to an electricity supply before the upgrade. • Ducted gas heater to be installed by person licensed by the VBA in gas fitting and mechanical services work. • Non-prescribed certificate of electrical safety be provided. Work may require a prescribed electrical safety certificate if customer's mains or switchboard is modified. • VBA plumbing compliance certificate be provided if value over $750. • The decommissioned product must be able to heat multiple rooms concurrently (100m^2). • The decommissioned product will be an underfloor slab heater unless otherwise authorised by the commission. If an AP has identified a system that they deem a central electric resistance heater, they should contact the commission for guidance
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver heating and the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 7 – Decommissioning a ducted air to air heat pump and installing a high efficiency ducted air to air heat pump.

Activity requirements	Description
Regulation reference	Regulation 6(1)(g)
Product requirements	Ducted air to air heat pump which: • complies with the MEPS requirement set out in column 4 of table 3.1 (AS/NZS 3823.2:2013) • achieves an annual COP of not less than 3.7 as determined in accordance with AS 3823.2:2013 • has minimum rated output heating capacity of 10kW at H1 condition (AS/NZS 3823.1.2:2012) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing ducted air to air heat pump must be connected to an electricity supply before the upgrade. • Existing ducted air to air heat pump must be decommissioned. • Activity be undertaken by person licensed by ESV and licensed by the VBA in mechanical services work. • Non-prescribed certificate of electrical safety be provided. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver heating and the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 8 – Decommissioning a central electric resistance heater and installing a high efficiency ducted air to air heat pump

Activity requirements	Description
Regulation reference	Regulation 6(1)(h)
Product requirements	Ducted air to air heat pump which: • complies with the MEPS requirement set out in column 4 of table 3.1 (AS/NZS 3823.2:2013) • achieves an annual COP of not less than 3.7 as determined in accordance with AS/NZS 3823.2:2013 • has minimum rated output heating capacity of 10kW at H1 condition (AS/NZS 3823.1.2.2012) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing central electric resistance heater must be connected to an electricity supply before the upgrade. • Existing central electric resistance heater must be decommissioned by a person licensed by ESV. • HE ducted air to air heat pump to be installed by person licensed by ESV and licensed by the VBA in mechanical services work. • Non-prescribed certificate of electrical safety be provided. Work may require a prescribed electrical safety certificate if mains or switchboard is modified. • VBA plumbing compliance certificate be provided if value over $750. • The decommissioned product must be able to heat multiple rooms concurrently (100m^2). • The decommissioned product will be an underfloor slab heater unless otherwise authorised by the commission. If an AP has identified a system that they deem a central electric resistance heater, they should contact the commission for guidance.
Time activity is deemed to be undertaken	The later of the day the installed product is first able to deliver heating and the day the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 9 – Installing a gas/LPG space heater that is flued

Activity requirements	Description
Regulation reference	Regulation 6(1)(i)
Product requirements	Flued gas/LPG space heater which: • is certified by an accredited body to achieve a minimum 4 star rating (AS 4553-2000 or AS 4553-2008) • has minimum rated output heating capacity of 2 kW (AS 4553-2000 or AS 4553-2008) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • HE flued gas/LPG space heater to be installed by person licensed by the VBA in gas fitting work. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The day the installed product is first able to deliver heating.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 10 – Installing a space air to air heat pump.

Activity requirements	Description
Regulation reference	Regulation 6(1)(j)
Product requirements	Space air to air heat pump which: • complies with the MEPS requirement set out in column 4 of table 3.1 (AS/NZS 3823.2:2013) • achieves an annual COP of not less than 4 when tested in accordance with AS/NZS 3823.2:2013 and AS/NZS 3823.1.1:2012 • has minimum rated output heating capacity of 2 kW (AS/NZS 3823.1.1:2012 at H1 condition) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • HE space air to air heat pump is installed. • Depending upon the system, system may have to be installed by a person licensed by ESV and licensed by the VBA in mechanical services work. • VBA plumbing compliance certificate may be required if value over $750. • Non-prescribed certificate of electrical safety may be required.
Time activity is deemed to be undertaken	The day the installed product is first able to deliver heating.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 20 – Installing a high efficiency ducted gas heater in premises where no other central heating or cooling product is installed.

Activity requirements	Description
Regulation reference	Regulation 6(1)(p)
Product requirements	Ducted air to air heat pump which: • is certified by an accredited body to achieve a minimum 5 star rating (AS 4556-2000) • has minimum rated output heating capacity of 10 kW (AS 4556-2000) • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • High efficiency ducted gas heater be installed by person licensed by the VBA in gas-fitting and mechanical services work. • VBA plumbing compliance certificate be provided. • Previously installed heating or cooling products which make installation ineligible under this activity include: – gas ducted heating – gas or LPG space heater – ducted evaporative cooler – space air to air heat pump (such as split systems) – ducted air to air heat pump or – any other central heating or cooling product.
Time activity is deemed to be undertaken	At the beginning of the day on which the installed ducted gas heater is first able to deliver heating.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 23(1) – Decommissioning a non-ducted refrigerative air conditioner and installing a ducted evaporative cooler.

Activity requirements	Description
Regulation reference	Regulation 6(1)(s)
Product requirements	An evaporative cooler which: • complies with and is tested to AS 2913-2000 • has a minimum effective energy efficiency ratio (EER) of 14 • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing non-ducted refrigerative air conditioner must be connected to an electricity supply before the upgrade. • Existing non-ducted refrigerative air conditioner must be decommissioned by person licensed by ESV. • Decommissioning non-ducted refrigerative air conditioners in one or more main living areas (but not bedrooms) if installed in a residential premises. • Decommissioning non-ducted refrigerative air conditioners that service an area of not less than $20m^2$, if installed in a non-residential premises. • Evaporative cooler is installed by a licensed person: by the ESV for the electrical work and the VBA in mechanical services and water supply work. • VBA plumbing compliance certificate be provided if value over $750. • ESV compliance certificate for non-prescribed electrical work to be provided
Time activity is deemed to be undertaken	At the beginning of the day on which the evaporative cooler is first able to deliver evaporative cooling.
Maximum # per premises	• If installed in a residential premises: 1. • If installed in a business or non-residential premises: no limit.

Schedule 23(2) – Decommissioning a ducted refrigerative air conditioner and installing a ducted evaporative cooler.

Activity requirements	Description
Regulation reference	Regulation 6(1)(s)
Product requirements	An evaporative cooler which: • complies with and is tested to AS 2913-2000 • has a minimum effective energy efficiency ratio (EER) of 14 • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing non-ducted refrigerative air conditioner must be connected to an electricity supply before the upgrade. • Existing non-ducted refrigerative air conditioner must be decommissioned by person licensed by ESV. • Decommissioning ducted refrigerative air conditioners in one or more main living areas (but not bedrooms) if installed in a residential premises. • Decommissioning ducted refrigerative air conditioners that service an area of not less than 20m^2, if installed in a non-residential premises. • Evaporative cooler is installed by a licensed person; by the ESV for the electrical work and the VBA in mechanical services and water supply work. • VBA plumbing compliance certificate be provided if value over $750. • ESV compliance certificate for non-prescribed electrical work to be provided.
Time activity is deemed to be undertaken	At the beginning of the day on which the evaporative cooler is first able to deliver evaporative cooling.
Maximum # per premises	• If installed in a residential premises: 1. • If installed in a business or non-residential premises: no limit.

Schedule 28 – Decommissioning and replacing existing gas heating ductwork

Activity requirements	Description
Regulation reference	Regulation 6(1)(w)
Product requirements	Ductwork which: • is certified by an approved laboratory as complying with AS 4254-2002 • is insulated using bulk insulation that is certified by an accredited body as complying with AS/NZS 4859.1:2002 and achieves a minimum R-value of 1.5 • is clearly labelled at intervals of at least 1.5m with characters at least 18mm high. Labelling must include manufacturer's name, diameter of the duct core, R-value and whether the ductwork complies with AS 4254-2002 • uses fittings that achieve the R-values specified by 3.12.5.2 of the Building Code • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Installed and supported in accordance with AS 4254-2002. • Existing gas ducted heater must be connected to a gas supply both before and after the upgrade, and must be operable after the upgrade. • Existing ductwork must be decommissioned. • Existing gas ducted heater must be made operable during the upgrade if it was not operable prior. • New ductwork must be installed by licensed/ registered plumber who is licensed by the VBA to carry out gas-fitting and mechanical services work. • VBA plumbing compliance certificate be provided if value over $750
Time activity is deemed to be undertaken	The later of the day on which the installation of the product is complete and the day on which the gas heater connected to the product is able to deliver heating.

Required fields for VEEC creation – Space heating (Schedules 5, 6, 7, 8, 9, 10, 20, 23 and 28)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Product brand and model • Certificate of Electrical Safety number • compliance certificate number • Installer details (Company name, name and phone number) • Type of system replaced (Schedule 23 only) • Area (Schedule 28 only) • Output heating capacity (if known, Schedule 28 only)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product brand and model • Certificate of Electrical Safety number • Compliance certificate number[15] • Installer details (Company name, name and phone number) • Type of system replaced (Schedule 23 only) • Area (Schedule 28 only) • Output heating capacity[16] (if known, Schedule 28 only)

[15] VBA plumbing compliance certificate number

[16] Output heating capacity of the gas heater

Appendix 3 – Space conditioning – insulation activities

Schedule 11– Installing ceiling insulation

Activity requirements	Description
Regulation reference	Regulation 6(2)(1)
Product requirements	Insulation product (or combination of products) that: • complies with performance requirements of AS/NZS 4859.1: 2002 incorporating Amendment No. 1 published on 28 December 2006 • achieves minimum R-value of 3.5 when measured in accordance with section 2.3 of AS/NZS 4859.1: 2002 incorporating Amendment No. 1 published on 28 December 2006 • is not conductive • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises. • Installed in ceiling area not previously insulated. • Installed in minimum area of $20m^2$. • Installed in accordance with AS 3999 – 2015.
Time activity is deemed to be undertaken	The day on which the installation of the product or products is completed.

Schedule 12 – Installing underfloor insulation

Activity requirements	Description
Regulation reference	Regulation 6(2)(k)
Product requirements	Insulation product (or products) that: • complies with performance requirements of AS/NZS 4859.1: 2002 • achieves minimum winter R-value of 2.5 when installed either on its own (one product) or together (two or more products) • is listed in the commission Register of products.
Activity requirements	• Undertaken at residential premises, business premises or other non-residential premises. • Installed in floor area not previously insulated. • Installed in minimum area of $20m^2$. • Installed in accordance with AS 3999 – 1992.
Time activity is deemed to be undertaken	The day on which the installation of the product or products is completed.

Required fields for VEEC creation – Space conditioning insulation (Schedules 11 and 12)[17]

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Area (m^2) • Product(s) brand and model • Installer details (Company name, name and phone number)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Area (m^2) • Product(s) brand and model • Installer details (Company name, name and phone number)

[17] Please note that an administrative requirements review for Schedule 11 and 12 is currently under way. Until this review is complete, activities undertaken for these schedules are not eligible to create VEECs

Appendix 4 – Space conditioning – thermally efficient window activities

Schedule 13 – Replacing external window with eligible product

Activity requirements	Description
Regulation reference	Regulation 6(2)(l)
Product requirements	Glazed product that: • complies with performance requirements of AS 2047-1999 and AS 1288-2006 • has as total u-value of not more than 4 • is WERS rated and labelled 4 or more stars for heating • is listed in the commission Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Eligible product installed in place of window(s) in an external wall. • Installed for minimum glazing area of $5m^2$.
Time activity is deemed to be undertaken	The day on which the installation of the product is completed.

Schedule 14 – Installing eligible product on an external single glazed window

Activity requirements	Description
Regulation reference	Regulation 6(2)(m)
Product requirements	Product that when installed on a single glazed window: • results in a still air gap between window and product • raises thermal efficiency performance of the window • is listed on the Register of products.
Activity requirements	• Undertaken at an eligible residential premises, business premises or other non-residential premises. • Existing window must be operable after the upgrade to the extent it was before the upgrade. • Eligible product installed on single glazed window(s) in an external wall. • Installed for minimum glazing area of $5m^2$.
Time activity is deemed to be undertaken	The day on which the installation of the product is completed.

Required fields for VEEC creation – space conditioning – thermally efficient window activities (Schedules 13 and 14)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Product brand and model (for Schedule 13 use WERS Window ID) • Product type (for Schedule 14 only) • Area (m^2) • Installer details (company name, name and phone number))	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product brand and model (for Schedule 13 use WERS Window ID) • Product type (for Schedule 14 only) • Area (m^2) • Installer details (company name, name and phone number)

Appendix 5 – Space conditioning – weather sealing

Guidance notes for undertaking weather sealing

- External wall vents should not be sealed where the premises uses unflued gas heating.
- Products should be installed in accordance with manufacturer instructions and should be 'fit for purpose'.
- Product installed must be tested to ensure that it is correctly installed, is operating correctly, and does not interfere with the normal operation of the door, window, exhaust fan, external wall vent, chimney or flue or duct outlet to which it is fixed.

Schedule 15A – External door seal(s)

Activity Requirements	Description
Regulation reference	Regulation 6AA(1)(a)
Product requirements	A door sealing or weather stripping product, or two or more products together, that: • can be installed to the frame or to each edge of an external door, • restricts airflow around the entire perimeter of the door, • does not impair the normal operation of the door, • is covered by a warranty against defects for at least 2 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises. • Installed to the frame or to each edge of an external door. • Installed in accordance with manufacturer's instructions. • Restricts airflow around the entire perimeter of the door. • Does not impair the normal operation of the door. • Is covered by a warranty against defects for at least 2 years from the date of installation.
Time activity is deemed to be undertaken	The day on which the installation of the product is completed.

Schedule 15(B) – External window seal(s)

Activity Requirements	Description
Regulation reference	Regulation 6AA(1)(b)
Product requirements	A window sealing or weather stripping product, or two or more products together, that: • can be installed to the frame of an external window • restricts airflow through the window • does not impair the normal operation of the window • is covered by a warranty against defects for at least 2 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises. • Installed to the frame or to each edge of an external door. • Installed in accordance with manufacturer's instructions. • Restricts airflow around the entire perimeter of the door. • Does not impair the normal operation of the door. • Is covered by a warranty against defects for at least 2 years from the date of installation.
Time activity is deemed to be undertaken	The beginning of the day on which the last of the products or combination of products is installed.

Schedule 15(C) – Sealed exhaust fan(s)

Activity Requirements	Description
Regulation reference	Regulation 6AA(1)(c)
Product requirements	Product, being a self-sealing ceiling or wall exhaust fan, that: • expels air either outside or into the roof space of the premises • is fitted with a self-closing damper, flap, filter or other sealing product that allows airflow through the exhaust of the fan when the fan is operating, but restricts airflow when the fan is not operating • is covered by a warranty against defects for at least 2 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises. • Removed an exhaust fan which does not comply with the product requirements for this sub-activity, 15C. • Decommissioned existing exhaust fan. • Installed a self-sealing exhaust fan in place of the decommissioned fan. • Installed in accordance with manufacturer's instructions. • Activity must be undertaken by a person licensed by ESV (licensed electrician) where wiring work is required to complete the installation. • Allows airflow through the exhaust of the tan when the fan is operating, but restricts airflow when the fan is not operating. • Is covered by a warranty against defects for at least 2 years from the date of installation.
Time activity is deemed to be undertaken	The beginning of the later of the following: • The day on which the last of the product or products is installed. • The day on which the last of the exhaust fan or fans is decommissioned.

Schedule 15(D) – Exhaust fan seal(s)

Activity Requirements	Description
Regulation reference	Regulation 6AA(1)(d)
Product requirements	Product, being a self-closing damper, flap, filter or other sealing product capable of being fitted to a ceiling or wall exhaust fan which expels air either outside or into the roof space of the premises, that: • when installed on a ceiling or wall exhaust fan allows airflow through the exhaust of the fan when the fan is operating, but restricts airflow when the fan is not operating • is covered by a warranty against defects for at least 2 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises. • Installed a self-closing damper, flap, filter or other sealing product on a ceiling or wall exhaust fan which expels air either outside or into the roof space of the premises. • Installed in accordance with manufacturer's instructions. • Allows airflow through the exhaust of the tan when the fan is operating, but restricts airflow when the fan is not operating. • Is covered by a warranty against defects for at least 2 years from the date of installation. • Activity must be undertaken by a person licensed by ESV (licensed electrician). • Where wiring work is involved, the activity must be undertaken by a person licensed by ESV and a non-prescribed certificate of electrical safety provided. • See also: *Explanatory note – compliance requirements for accredited persons per prescribed activity* available from the VEET website at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	The beginning of the day on which the product is installed.

Schedule 15(E) – External wall vent seal(s)

Activity Requirements	Description
Regulation reference	Regulation 6AA(1)(e)
Product requirements	Product that: • is made of a robust non-shrinking sealing material • when installed on an unsealed wall ventilation opening in an external wall results in the opening being sealed or closed • is covered by a warranty against defects for at least 2 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises. • Installed a product made of a robust non-shrinking sealing material on an unsealed wall ventilation opening in an external wall resulting in the opening being sealed or closed. • Installed in accordance with manufacturer's instructions. • Is covered by a warranty against defects for at least 2 years from the date of installation.
Time activity is deemed to be undertaken	The beginning of the day on which the product is installed.

Schedule 15(F) – Permanent chimney or flue seal(s)

Activity Requirements	Description
Regulation reference	Regulation 6AA(1)(f)
Product requirements	Product that: • when fitted to a chimney or flue of an open fireplace used to burn solid fuel, restricts the airflow into or out of the chimney or flue when closed, and allows the fireplace to operate safely and effectively when open • is designed to be fitted permanently to the chimney or flue • is covered by a warranty against defects for at least 5 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises which are predominantly heated by gas or electricity. • Installed a product to an unsealed chimney or flue of a fireplace used to burn solid fuel to which no such product is already installed. • Installed a product which restricts the airflow into or out of the chimney or flue when closed, and allows the fireplace to operate safely and effectively when open. • Installed in accordance with manufacturer's instructions. • Is covered by a warranty against defects for at least 5 years from the date of installation.
Time activity is deemed to be undertaken	The beginning of the day on which the product is installed.

Schedule 15(G) – Temporary chimney or flue seal(s)

Activity requirements	Description
Regulation reference	Regulation 6AA(1)(g)
Product requirements	Product that: • when fitted to a chimney or flue of an open fireplace used to burn solid fuel, restricts the airflow into or out of the chimney or flue • is designed to be installed on a temporary or seasonal basis to the chimney or flue • is covered by a warranty against defects for at least 2 years from the date of installation • is listed on the Register of products.
Activity requirements	• Undertaken at residential premises which are predominantly heated by gas or electricity. • Installed a product to an unsealed chimney or flue of a fireplace used to burn solid fuel to which no such product is already installed. • Installed a product which restricts the airflow into or out of the chimney or flue. • Is not the reinstallation of a product. • Installed in accordance with manufacturer's instructions. • Installed along with signage that includes instruction for removing the product. • Is covered by a warranty against defects for at least 5 years from the date of installation.
Time activity is deemed to be undertaken	The beginning of the day on which the product is installed.

Schedule 15(H) – Evaporative ductwork cover(s)

Activity requirements	Description
Regulation reference	Regulation 6AA(1)(h)
Product requirements	Product that: • when installed to cover the ceiling outlet of a ducted evaporative cooling system, restricts the airflow from inside the residential premises into the evaporative cooling ductwork • is designed to be installed on a temporary or seasonal basis. • is covered by a warranty against defects for at least 2 years from the date of installation • is supplied for installation with instructions regarding the installation and removal of the product, and the time of year it should be installed and removed • is listed on the Register of products.
Activity requirements	Undertaken at residential premises. • Installed a product to an unsealed ceiling outlet of a ducted evaporative cooling system to which no such product is already installed. • Installed a product which restricts the airflow from inside the residential premises into the evaporative cooling ductwork. • Is not the reinstallation of a product. • Installed in accordance with manufacturer's instructions. • Is supplied for installation with instructions regarding the installation and removal of the product, and the time of year it should be installed and removed. • Is covered by a warranty against defects for at least 2 years from the date of installation.
Time activity is deemed to be undertaken	The beginning of the day on which the product is installed.

Required fields for VEEC creation – Weather sealing (Schedule 15)[18]

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Type of measure (choose from external door seal, external window seal, sealed exhaust fan, exhaust fan seal, external wall vent seal, permanent chimney or flue seal, temporary chimney or flue seal or evaporative ductwork cover) • For each measure (except sealing window) – Product(s) brand, model, quantity installed • For sealing window measure – Product(s) brand, model, area (m^2) • Installer details (company name, name and phone number)	Not applicable

[18] Please note that Schedule 15D activities must be undertaken by a fully licensed electrician and a certificate of electrical safety supplied if wiring work is involved

Appendix 6 – Incandescent lighting replacement

Schedule 21A[19]– Installation of low energy GLS (general lighting service) lamp in place of a mains voltage incandescent GLS lamp of at least 25 watts (tungsten filament type) or 18 watts (tungsten halogen type).

Activity requirements	Description
Regulation reference	Regulation 6(1)(q)
Product requirements	Low energy GLS lamp which: • has a light output equivalent to the replaced lamp and has a colour temperature that is, or is capable of being set to, warm white (2700K to 3500K) or cool white (3500K to 4000K) • if the product is a compact fluorescent lamp, complies with MEPS in accordance with AS/NZS 4847.2:2010 • if the product is not a compact fluorescent lamp, meets the following requirements: – the compliance requirements for compact fluorescent lamps as set out in Table 1 of AS/NZS 4827.2:2010 or – if the Register of products indicates that different requirements are to apply to the product, the performance and documentation requirements specified for the product in the Appendix to the *Explanatory Note – lodging a product application* which is available on the VEET website • achieves minimum lighting source efficacy levels of 40 lumens/watt where light output is less than 350 lumens; or 45 lumens/watt where light output is 350 lumens or more and less than 650 lumens; or 52 lumens/watt where light output is 650 lumens or more and less than 850 lumens; or 55 lumens/watt where light output is 850 lumens or more • has a minimum manufacturer's rated lifetime of 8,000 hours • if the lamp is to be installed in a dimmable circuit, is approved by the manufacturer as suitable for such a circuit • is listed on the Register of products.
Activity requirements	• Lamp is installed in an eligible residential premises, business premises or other non-residential premises. • Existing lighting equipment (excluding lamps) must be connected to an electricity supply and must be operable after the upgrade. • Existing lamp being replaced is decommissioned. • Where wiring work is involved, the activity must be undertaken by a person licensed by ESV and a non-prescribed certificate of electrical safety provided.
Time activity is deemed	Whichever is later; the day on which the installation of the product is completed

[19] See *Explanatory note – lodging a product application* for all product approval documentation requirements.

to be undertaken	and the day on which replaced lamps are decommissioned.

Schedule 21(B) – Installation of low energy reflector lamp in place of a mains voltage incandescent reflector lamp.

Activity requirements	Description
Regulation reference	Regulation 6(1)(q)
Product requirements	Low energy reflector lamp that: • has a light output equivalent to the replaced lamp • meets the following requirements: – the compliance requirements for compact fluorescent lamps set out in Table 1 of AS/NZS 4847.2:2010 or – if the Register of products indicates that different requirements are to apply to the product, the performance and documentation requirements specified for the product in the Appendix to the *Explanatory Note – lodging a product application* which is available on the VEET website • has a colour temperature that is, or is capable of being set to, warm white (2700K to 3500K) or cool white (3500K to 4000K) • has a minimum efficacy of 45 lumens/watt • has a minimum rated lifetime of 12,000 hours • if the lamp is installed in a dimmable circuit it is approved by the manufacturer as suitable for such a circuit
Activity requirements	• Lamp is installed in an eligible residential premise, business premises or other non-residential premises. • Existing lighting equipment (excluding lamps) must be connected to an electricity supply and must be operable after the upgrade. • Products must meet all product performance requirements as stipulated in the Principal Regulations and commission guidance materials. For lamps to be installed externally, these performance requirements include that that the lamp must have a minimum tested total luminous flux of 950 lumens and have a minimum IP rating of IP44. • Existing lamp being replaced is decommissioned. • Where wiring work is involved, the activity must be undertaken by a person licensed by ESV and a non-prescribed certificate of electrical safety provided. • Where lamps are installed in external environments, the lamp must be fit for purpose and appropriately sealed to prevent water coming in contact with the electrical circuit
Time activity is deemed to be undertaken	Whichever is later; the day on which the installation of the product is completed and the day on which replaced lamps are decommissioned.

Schedule 21(C) – Installation of low energy lamp in place of an existing 12 volt halogen of at least 35 watts.

Activity requirements	Description
Regulation reference	Regulation 6(1)(q)
Product requirements	Low energy lamp that: • Meets the following requirements: – the compliance requirements for compact fluorescent lamps set out in Table 1 of AS/NZS 4847.2:2010 or – if the Register of products indicates that different requirements are to apply to the product, the performance and documentation requirements specified for the product in the Appendix to the *Explanatory Note – lodging a product application* which is available on the VEET website • has a minimum lighting efficacy of 52 lumens/watt • has a minimum light output of 420 lumens in the forward direction • has a minimum rated lifetime of 15,000 hours • has a colour temperature that is, or is capable of being set to, warm white (2700K to 3500K) or cool white (3500K to 4000K) • if the lamp is installed in a dimmable circuit it is approved by the manufacturer as suitable for such a circuit • in the case of a product installed in residential premises, has a beam angle of not less than 50 degrees • has a combined lamp circuit power factor (lamp and transformer) of ≥ 0.7 for lamps to be installed in residential premises • has a combined lamp circuit power factor (lamp and transformer) of ≥ 0.9 for lamps to be installed in business or other non-residential premises • is listed in the commission's Register of products.
Activity requirements	• New low energy lamp is installed in an eligible residential premise, business premises or other non-residential premises. • Existing lighting equipment (excluding lamps) must be connected to an electricity supply and must be operable after the upgrade. • Newly installed lamp must be compatible with the type of transformer or converter used with the replaced halogen lamp. • Existing (replaced) lamp must be decommissioned. • Existing (replaced) lamp must not be a 240 volt lamp. • The combined lamp circuit power factor of the installed lamp and transformer must be ≥ 0.7 if the lamp is to be installed in residential premises or ≥ 0.9 if the lamp is to be installed in business or other non-residential premises. The lamp must be installed in relation to the same type of transformer (magnetic or electronic driver) that it was approved for use with as listed in the VEET Product Register. • Activity must be undertaken by a person licensed by ESV (licensed electrician) and a non-prescribed certificate of electrical safety provided as necessary
Time activity is deemed to be undertaken	Whichever is later; the day on which the installation of the product is completed and the day on which replaced lamps are decommissioned.

Schedule 21D – Installation of a mains voltage low energy downlight fitting in place of a 12 volt halogen downlight fitting.

Activity requirements	Description
Regulation reference	Regulation 6(1)(q)
Product requirements	Mains voltage low energy downlight fitting that: • meets the following requirements: – the compliance requirements for compact fluorescent lamps set out in Table 1 of AS/NZS 4847.2:2010 or – if the Register of products indicates that different requirements are to apply to the product, the performance and documentation requirements specified for the product in the Appendix to the *Explanatory Note – lodging a product application* which is available on the VEET website • has a minimum lighting efficacy of 48 lumens/watt • has a minimum light output of 400 lumens in the forward direction • has a minimum rated lifetime of 15,000 hours • has a colour temperature that is, or is capable of being set to, warm white (2700K to 3500K) or cool white (3500K to 4000K) • if the lamp is installed in a dimmable circuit it is approved by the manufacturer as suitable for such a circuit • in the case of a product installed in residential premises, has a beam angle of not less than 40 degrees • is listed on the Register of products.
Activity requirements	• New mains voltage low energy downlight is installed in an eligible residential premises, business premises or other non-residential premises. • The fitting conversion should be permanent. The pre-existing transformer must not be in use as part of the new fitting installation. • Existing (replaced) lamp must be a 12 volt halogen downlight of at least 35 watts. • Existing (replaced) lamp must be decommissioned. • Activity must be undertaken by a person licensed by ESV (licensed electrician) and a non-prescribed certificate of electrical safety provided. See also: *Explanatory note – compliance requirements for accredited persons per prescribed activity* available from the VEET website at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	Whichever is later; the day on which the installation of the product is completed and the day on which replaced lamps are decommissioned.

Schedule 21E – Installation of a low energy lamp of at least 35 watts with a GU10 base in place of a mains voltage halogen lamp with a GU10 base.

Activity requirements	Description
Regulation reference	Regulation 6(1)(q)
Product requirements	Mains voltage low energy lamp with a GU10 base that: • meets the following requirements: – the compliance requirements for compact fluorescent lamps set out in Table 1 of AS/NZS 4847.2:2010 or – if the Register of products indicates that different requirements are to apply to the product, the performance and documentation requirements specified for the product in the Appendix to the *Explanatory Note – lodging a product application* which is available on the VEET website • has a minimum lighting efficacy of 48 lumens/watt • has a minimum light output of 400 lumens in the forward direction • has a minimum rated lifetime of 15,000 hours • has a colour temperature that is, or is capable of being set to, warm white (2700K to 3500K) or cool white (3500K to 4000K) • if the lamp is installed in a dimmable circuit it is approved by the manufacturer as suitable for such a circuit • in the case of a product installed in residential premises, has a beam angle of not less than 36 degrees • is listed on the Register of products.
Activity requirements	• New mains voltage low energy lamp is installed in an eligible residential premises, business premises or other non-residential premises. • Existing lighting equipment (excluding lamps) must be connected to an electricity supply and must be operable after the upgrade. • Existing (replaced) lamp must be a mains voltage halogen lamp of at least 35 watts. • Existing (replaced) lamp must be decommissioned. • Activity must be undertaken by a person licensed by ESV (licensed electrician) and a non-prescribed certificate of electrical safety provided. See also: *Explanatory note – compliance requirements for accredited persons per prescribed activity* available from the VEET website at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	Whichever is later; the day on which the installation of the product is completed and the day on which replaced lamps are decommissioned.

Schedule 21F – Installation of a mains voltage low energy downlight fitting in place of a mains voltage downlight fitting that uses a halogen lamp with a GU10 base.

Activity requirements	Description
Regulation reference	Regulation 6(1)(q)
Product requirements	Mains voltage low energy lamp with a GU10 base that: • meets the following requirements: – the compliance requirements for compact fluorescent lamps set out in Table 1 of AS/NZS 4847.2:2010 or – if the Register of products indicates that different requirements are to apply to the product, the performance and documentation requirements specified for the product in the Appendix to the *Explanatory Note – lodging a product application* which is available on the VEET website • has a minimum lighting efficacy of 48 lumens/watt • has a minimum light output of 400 lumens in the forward direction • has a minimum rated lifetime of 15,000 hours • has a colour temperature that is, or is capable of being set to, warm white (2700K to 3500K) or cool white (3500K to 4000K) • if the lamp is installed in a dimmable circuit it is approved by the manufacturer as suitable for such a circuit • in the case of a product installed in residential premises, has a beam angle of not less than 36 degrees • is listed on the Register of products
Activity requirements	• New mains voltage low energy lamp is installed in an eligible residential premises, business premises or other non-residential premises. • Existing (replaced) lamp must be a mains voltage halogen lamp of at least 35 watts. • Existing (replaced) lamp must be decommissioned. • Activity must be undertaken by a person licensed by ESV (licensed electrician) and a non-prescribed certificate of electrical safety provided. See also: *Explanatory note – compliance requirements for accredited persons per prescribed activity* available from the VEET website at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	Whichever is later; the day on which the installation of the product is completed and the day on which replaced lamps are decommissioned.

Required fields for VEEC creation – Incandescent lighting replacement (Schedules 21A and 21B only

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Certificate of Electrical Safety number (if wiring work is required) • Product(s) brand, model, quantity installed • Installer details (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Certificate of Electrical Safety number (if wiring work is required) • Product(s) brand, model, quantity installed • Installer details (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)

Required fields for VEEC creation – Incandescent lighting replacement (Schedules 21C, 21D and 21E only)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Certificate of Electrical Safety number • Product(s) brand, model, quantity installed • Installer details – must be a licensed electrician(company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Certificate of Electrical Safety number • Product(s) brand, model, quantity installed • Installer details – must be licensed electrician (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)

Appendix 7 – Low flow shower rose

Guidance notes for undertaking shower rose activity

- Flow rate of existing shower rose should be measured using a simple bucket test with the water running at a typical showering temperature. Hold a bucket under the running shower for 15 seconds. Measure quantity of water captured and multiply by 4 to ascertain the per minute flow rate. To be eligible for replacement, flow rate of shower rose must exceed 9 litres per minute.
- Efficient showerheads are typically not compatible with gravity-fed water heaters (most already have low flow rates). They may also not be compatible with older instantaneous gas water heaters as reduced flow can interfere with the water heater operations.

Schedule 17 – Decommissioning a non-low flow shower rose and installing a low flow shower rose.

Activity requirements	Description
Regulation reference	Regulation 6(1)(n)
Product requirements	Low flow shower rose which: • complies with the requirements of AS/NZS 3662:2005 • achieves minimum 3 star rating (AS/NZS 6400:2005) • is listed on the Register of products.
Activity requirements	• Low flow shower rose is installed in an eligible residential premises, business premises or other non-residential premises. • Existing shower rose must be connected to a water supply before the upgrade. • Existing shower rose must be decommissioned. • Decommissioned shower rose must be a non-low flow shower rose with a star rating of less than 3. • Installed shower rose must achieve a minimum WELS star rating of 3.
Time activity is deemed to be undertaken	The later of the day on which the installation of the product(s) is completed and the day on which the replaced product is decommissioned.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Required fields for VEEC creation – low flow shower rose (Schedule 17)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (name and phone number) • Product(s) brand, model, quantity installed • Installer details (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product(s) brand, model, quantity installed • Installer details (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)

Appendix 8 – High efficiency refrigerators and freezers

Schedule 22A – Installing a high efficiency single door refrigerator

Activity requirements	Description
Regulation reference	Regulation 6(1)(r)
Product requirements	Single door refrigerator which: • is a Group 1 refrigerator (AS/NZS 4474.1:1997 or 2007) • has a total volume of between 100 to 500 litres (AS/NZS 4474.1:1997 or 2007) • has a minimum star rating index of 2.0 (AS/NZS 4474.2.2009) • is listed on the Register of products.
Activity requirements	• Refrigerator must be purchased for use at an eligible residential premises, business premises or other non-residential premises. • Purchase must be evidenced by written record of purchase that includes the name and address of purchaser.
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• **If installed in a residential premises: 2.** • **If installed in a business or non-residential premises: no limit.**

Schedule 22B – Installing a high efficiency two door refrigerator

Activity requirements	Description
Regulation reference	Regulation 6(1)(r)
Product requirements	Two door refrigerator which: • is a Group 4, 5B, 5S or 5T refrigerator (AS/NZS 4474.1:1997 or 2007) • has a total volume of between 100 to 700 litres (AS/NZS 4474.1:1997 or 2007) • has a minimum star rating index of 2.7 (AS/NZS 4474.2.2009) • is listed on the Register of products.
Activity requirements	• Refrigerator must be purchased for use at an eligible residential premise, business premises or other non-residential premises. • Purchase must be evidenced by written record of purchase that includes the name and address of purchaser.
Time activity is deemed	The day on which the purchase of the product is completed.

to be undertaken	
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 22C – Installing a high efficiency chest freezer

Activity requirements	Description
Regulation reference	Regulation 6(1)(r)
Product requirements	Chest freezer which: • is a Group 6C product (AS/NZS 4474.1:1997 or 2007) • has a total volume of between 100 to 700 litres (AS/NZS 4474.1:1997 or 2007) • has a minimum star rating index of 3.3 (AS/NZS 4474.2.2009) • is listed on the Register of products.
Activity requirements	• Freezer must be purchased for use at an eligible residential premise, business premises or other non-residential premises. • Purchase must be evidenced by written record of purchase that includes the name and address of purchaser.
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 22D – Installing a high efficiency two door refrigerator

Activity requirements	Description
Regulation reference	Regulation 6(1)(r)
Product requirements	Upright freezer which: • is a Group 6U or 7 product (AS/NZS 4474.1:1997 or 2007) • has a total volume of between 100 to 400 litres (AS/NZS 4474.1:1997 or 2007) • has a minimum star rating index of 2.5 (AS/NZS 4474.2.2001) • is listed on the Register of products.
Activity requirements	• Freezer must be purchased for use at an eligible residential premise, business premises or other non-residential premises. • Purchase must be evidenced by written record of purchase that includes the name and address of purchaser.
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Required fields for VEEC creation – high efficiency refrigerators and freezers (schedule 22)

Residential activities	Business Activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (first name and last name) • Product brand and model	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product brand and model

Appendix 9 – Refrigerator or freezer destruction

Schedule 19 – Removing and destroying pre-1996 refrigerator or freezer

Activity requirements	Description
Regulation reference	Regulation 6(1)(o)
Product requirements	Refrigerator or freezer manufactured before 1996 and currently in working order[20].
Activity requirements	• Refrigerator removed from an eligible residential premise, business premises or other non-residential premises. • Existing refrigerator or freezer must be in working condition. • Scheduled substances in the refrigerator or freezer are destroyed in accordance with the *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989.* • Scheduled substances in the refrigerator or freezer are destroyed by person holding Refrigerant Handling License granted by the ARC (Australian Refrigeration Council Ltd).
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.

Required fields for VEEC creation – refrigerator and freezer destruction (Schedule 19)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (first name and last name) • Product type and serial number • Handling licence number • Verbal assignment (was there an oral assignment from the consumer? Yes/No) – only available in respect of activities conducted at residential premises. • Consumer phone number (if answer was yes to	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product type and serial number • Handling licence number

[20] The commission defines working order as "the state of something, as a mechanism, when it is functioning properly". For the purpose of Schedule 19, this means that all key components of a refrigerator or freezer must be present and functioning properly; i.e. compressor, heat exchanging pipes, expansion valve, and refrigerant.

The commission recognises that for some residential roadside collection programs it is necessary to remove the door of the refrigerator or freezer for safety reasons. In this instance, refrigerators or freezers with doors intentionally removed for this purpose may be considered in working order, provided they key componentry satisfies the definition provided above

the question above)

Appendix 10 – Installation of high efficiency television

Schedule 24 – Installing a high efficiency television

Activity requirements	Description
Regulation reference	Regulation 6(1)(t)
Product requirements	A television that: • is registered for energy labelling in accordance with AS/NZS 62087.2.2:2011 • has a minimum star rating of 7 stars as determined by AS/NSZ 62087.2.2:2011 • has a comparative energy consumption (CEC) of not more than 300 kWh/y • is listed n the Register of products.
Activity requirements	• Television must be purchased for use at an eligible residential premise, business premises or other non-residential premises. • Purchase must be evidenced by written record of purchase that includes the name and address of purchaser
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Required fields for VEEC creation – installation (purchase) of high efficiency televisions (schedule 24)

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (first name and last name) • Product brand and model	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product brand and model

Appendix 11 – Installation of energy efficient clothes dryer

Schedule 25A – Installing a high efficiency clothes dryer

Activity Requirements	Description
Regulation reference	Regulation 6(1)(u)
Product requirements	An electric clothes dryer that: • is registered for energy labelling in accordance with AS/NZS 2442.2:2000 • has a minimum star rating of 5 stars as determined by AS/NZS 2442.2:2000 • is listed on the Register of products.
Activity requirements	• The electric clothes dryer must be purchased for use at eligible residential premises, business premises or other non-residential premises. • Purchase must be evidenced by written record of purchase that includes the name and address of purchaser.
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Schedule 25B – Installing a high efficiency gas clothes dryer

Activity Requirements	Description
Regulation reference	Regulation 6(1)(u)
Product requirements	A gas clothes dryer that: • is certified by an accredited body as complying with AS 4554-2005 • is listed on the Register of products.
Activity requirements	• The gas clothes dryer must be installed in an eligible residential premises, business premises or other non-residential premises. • Gas clothes dryer must be installed by person licensed by the VBA for gas-fitting work. • VBA plumbing compliance certificate be provided if value over $750.

Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• If installed in a residential premises: 2. • If installed in a business or non-residential premises: no limit.

Required fields for VEEC creation – Installation of energy efficient clothes dryer

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation • Consumer details (first name and last name) • Product brand and model • compliance certificate number (gas models only)[21] • Installer details for gas models only (company name, name and phone number)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product brand and model • Compliance certificate number (gas models only)[22] • Installer details for gas models only (company name, name and phone number)

[21] VBA plumbing compliance certificate number

[22] VBA plumbing compliance certificate number

Appendix 12 – Installation of energy efficient pool pump

Schedule 26 – Installing a high efficiency pool pump

Activity requirements	Description
Regulation reference	Regulation 6(1)(v)
Product requirements	A pool pump that: • is a single phase, single speed, dual speed, multiple speed or variable speed pump • has an input power of between 100W and 1500W when tested in accordance with AS 5102.1-2009 • is listed as part of the labelling scheme with the equipment energy efficiency committee's voluntary energy rating labelling program for swimming pool pump units • has a minimum star rating of 3 as determined by AS 5102.2-2009 • is listed on the Register of products.
Activity requirements	• The pool pump is installed in an eligible residential premise, business premises or other non-residential premises. • If the installation requires an electrical ESV non-prescribed activity certificate, one is provided. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	The day on which the purchase of the product is completed.
Maximum # per premises	• If installed in a residential premises: 1. • If installed in a business or non-residential premises: no limit.

Required fields for VEEC creation – installation of energy efficient pool pumps

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation (or consumer's address for electric models only) • Consumer details (first name and last name) • Product brand and model • Certificate of Electrical Safety number (if required) • compliance certificate number • Installer details (company name, name and phone number)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number)

Residential activities	Business activities
	• Product brand and model • Certificate of Electrical Safety number (if required) • Compliance certificate number • Installer details for gas models only (company name, name and phone number)

Appendix 13 – Installation of standby power controller

Schedule 29A – Installing an IT standby power controller (SPC)

Activity requirements	Description
Regulation reference	Regulation 6(1)(x)
Product requirements	An SPC that: • when tested by an accredited laboratory is determined suitable for an IT environment • can control the power of at least 4 appliances • has a mains power switching device rated to a minimum of 50,000 switching cycles • has an electric power consumption of not more than 1 Watt when tested in accordance with the laboratory test • disconnects and reconnects mains power from controlled appliances as appropriate • is suitable for use with desktop and notebook computers less than 2 years old • does not rely on a USB connection • is not controlled by being paired with an appliance remote control • is connected to at least 2 controlled appliances at time of installation • does not require manual setting of a current or power threshold • is listed on the Register of products.
Activity requirements	• The SPC must be installed at a residential premises, business premises or other non-residential premises. • Product information, including product warranty and surge protection, must be discussed with the householder. • The master appliance must be a computer.
Time activity is deemed to be undertaken	The beginning of the day on which the installation is complete.
Maximum # per premises	• If installed in a residential premises: 4. • If installed in a business or non-residential premises: no limit.

Schedule 29B – Installing an AV standby power controller (SPC).

Activity requirements	Description
Regulation reference	Regulation 6(1)(x)
Product requirements	An SPC that: • when tested by an accredited laboratory is determined suitable for an AV environment • can control the power of at least 4 appliances • has a mains power switching device rated to a minimum of 50,000 switching cycles • has an electric power consumption of not more than 1 Watt when tested in accordance with the laboratory test • disconnects and reconnects mains power from controlled appliances as appropriate • is not controlled by being paired with an appliance remote control • is connected to at least 2 controlled appliances at time of installation • does not require manual setting of a current or power threshold • is listed on the Register of products.
Activity requirements	• The SPC must be installed at a residential premises, business premises or other non-residential premises. • Product information, including product warranty and surge protection, must be discussed with the householder. • The master appliance must be a television.
Time activity is deemed to be undertaken	The beginning of the day on which the installation is complete.
Maximum # per premises	• If installed in a residential premises: 4. • If installed in a business or non-residential premises: no limit.

Eligible and ineligible peripheral devices

Eligible peripheral devices			
Audio-visual environment	**Master appliance**	Information technology environment	**Master appliance**
	Television		Desktop/tower computer (hard-drive component)
	Projector		Laptop computer
	Peripheral Device		**Peripheral device**
	Audio equipment		External hard-drive
	Blu-ray player		Fax machine
	Digital antenna		Modem
	DVD player		Monitor
	External hard-drive		Other
	Gaming system		Photocopier
	Other		Printer
	Pay TV device		Router
	Set top box		Scanner
	Speakers		Speakers
	Stereo		
	Surround sound		

Ineligible peripheral devices	
Peripheral Device	**Environment**
CD player	Audio-visual
Desk lamp	Audio-visual and information technology
Gaming accessory	Audio-visual
Gaming controller	Audio-visual and information technology
Ipad/tablet dock	Information technology
Laptop fan/cooler	Information technology
MP3 dock (charger)	Audio-visual
MP3 dock (stereo)	Audio-visual
Radio	Audio-visual
Record player	Audio-visual

Required fields for VEEC creation – installation of SPCs

Residential activities	Business activities
• Activity date (date activity deemed to be undertaken) • Address of installation (or consumer's address for electric models only) • Consumer details (first name and last name) • Product(s) brand, model and serial number • Room type (where SPC has been installed) • Appliances connected to the SPC at the time of installation • Installer details (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)	• Activity date (date activity deemed to be undertaken) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Product(s) brand, model and serial number • Room type (where SPC has been installed) • Appliances connected to the SPC at the time of installation • Installer details for gas models only (company name, name and phone number) • Audit fields (if requested by Audit and Compliance Manager)

Appendix 14 – In-home display (IHD) unit

Schedule 30A – Installing an in-home display unit

Activity requirements	Description
Regulation reference	Regulation 6(2)(c)
Product requirements	An IHD unit that: • complies with the ZigBee Smart Energy Profile Specification published by the Zigbee standards organisation on 1 Dec 2008 and the Zigbee smart energy profile specification version 1.1 published by the Zigbee standards organisation on 23 March 2011 • when tested by an approved laboratory, is demonstrated to: – determine electricity consumption at least every 30 seconds – be able to store 45 days of electricity consumption information – be able to display a day's information in hourly intervals in a numerical and non-numerical format – be able to display a week's information in daily intervals in a numerical and non-numerical format – display total household consumption in kWh and the associated cost – display the tariff – be able to permanently erase all consumption and tariff information held by the device – if mains powered, have an average power consumption of not more than 0.6W – if battery powered, uses a battery that has a manufacturer's rated lifetime of at least 5 years • is listed on the Register of products.
Activity requirements	• The IHD must be installed in residential premises. • The customer's eligibility for the activity must be confirmed. • The customer must be informed about the following: • all costs associated with the purchase, including any future costs • that the IHD will not display all the information on the customer's energy bill • product warranty • on-going customer service available • privacy issues associated with IHDs.
Time activity is deemed to be undertaken	At the beginning of the first day on which the product is connected to the sensing apparatus and provides total household electricity consumption information to the consumer.
Maximum # per residence	1

Schedule 30B – installing an in-home display (IHD) unit

Activity requirements	Description
Regulation reference	Regulation 6(2)(c)
Product requirements	An IHD unit that: • when tested by an approved laboratory, is demonstrated to: – - determine electricity consumption at least every 30 seconds – - be able to store 45 days of electricity consumption information – - be able to display a day's information in hourly intervals in a numerical and non-numerical format – - be able to display a week's information in daily intervals in a numerical and non-numerical format – - display total household consumption in kWh and the associated cost – - display the tariff – - be able to permanently erase all consumption and tariff information held by the device – - if mains powered, have an average power consumption of not more than 0.6W – - if battery powered, uses a battery that has a manufacturer's rated lifetime of at least 5 years and • is listed on the Register of products.
Activity requirements	• The IHD must be installed in residential premises. • The customer's eligibility for the activity must be confirmed. • The customer must be informed about the following: • all costs associated with the purchase, including any future costs • that the IHD will not display all the information on the customer's energy bill • product warranty • on-going customer service available • privacy issues associated with IHDs. • The customer must be shown how to use the product and shown how tariff information is inputted into the device..
Time activity is deemed to be undertaken	At the beginning of the first day on which the product is connected to the sensing apparatus and provides total household electricity consumption information to the consumer.
Maximum # per residence	1

Required fields for VEEC creation – installation of in-home displays

Residential activities	Business activities

• Activity date (date activity deemed to be undertaken)
• Address of installation
• Consumer details (first name and last name)
• Installer details (company name, name and phone number)
• Product brand, model, serial number
• Zigbee enabled (yes/no)
• If ZigBee enabled
  – NMI
  – IHD's MAC address
  – Firmware version
  – Relevant distributor (DNSP) name
  – If not ZigBee enabled
  – Meter serial number
  – Certificate of Electrical Safety number
	Not applicable

Appendix 15 – Installing a high efficiency motor

Schedule 31A – Installing a three-phase cage induction motor that complies with Part A of Schedule 31.

Activity requirements	Description
Regulation reference	Regulation 6(3)(a)
Product requirements	A three-phase cage induction motor that: • has a rated output between 0.75 and 185 kW as determined in accordance with AS 60034.1:2009 • is labelled or marked as a high efficiency motor • does not meet the requirements for an IE4 (Super Premium) efficiency level motor proposed in Appendix A of IEC/TS 60034-31 when tested in accordance with IEC 60034-2-1 • has 2, 4, 6 or 8 poles and • is listed on the Register of products
Activity requirements	• Must be installed in an eligible business or non-residential premises. • Wiring work must be undertaken by a person licensed by Energy Safe Victoria and a certificate of electrical safety provided.
Time activity is deemed to be undertaken	At the beginning of the day on which the installed product is first able to deliver power.

Schedule 31B – Installing a three-phase cage induction motor that complies with Part A of Schedule 31.

Activity requirements	Description
Regulation reference	Regulation 6(3)(a)
Product requirements	A three-phase cage induction motor that: • has a rated output between 0.75 and 185 kW as determined in accordance with AS 60034.1:2009 • meets the requirements for an IE4 (Super Premium) efficiency level motor proposed in Appendix A of IEC/TS 60034-31 when tested in accordance with IEC 60034-2-1 • has 2, 4 or 6 poles and • is listed on the Register of products.
Activity requirements	• Must be installed in an eligible business or non-residential premises. • Wiring work must be undertaken by a person licensed by Energy Safe Victoria and a certificate of electrical safety provided.

Activity requirements	Description
Time activity is deemed to be undertaken	At the beginning of the day on which the installed product is first able to deliver power.

Required fields for VEEC creation – Installation of high efficiency motors

Residential activities	Business activities

Not applicable	• Activity date (date activity deemed to be undertaken)
	• Business/Company name
	• Business/Company's ABN or ACN
	• Industry/Business type
	• No. of levels included
	• Floor space
	• Address of installation
	• Authorised signatory details (name and phone number)
	• Installed unit details
	  – Product brand and model
	  – Rated output (kW)
	  – Number of poles
	  – Quantity installed
	• Installer details (company name, name and phone number)
	• Electrician licence number
	• Decommissioned unit details (for pre-1/1/2016 activities only)
	  – Decommissioned unit's rated output (kW)
	  – Quantity decommissioned

Appendix 16 – Installing a refrigerated display cabinet

Schedule 32 – installing a refrigerated display cabinet that compiles with part A of Schedule 32

Activity requirements	Description
Regulation reference	Regulation 6(3)(b)
Product requirements	A refrigerated display cabinet that: • is rated 'high efficiency' as defined in AS 1731.14-2003 published on 1 October 2003 and reissued July 2012 incorporating Amendment No. 2 when tested in accordance with AS 1731.9-2003 and AS 1731.12-2003, and • is listed on the commission Register of products. **Note** – the product must conform to the relevant December 2005 amendments to AS 1731.9-2003, and AS 1731.12-2003. See Schedule 32A of the Principal Regulations for further details.
Activity requirements	• Must be installed in an eligible business or non-residential premises. • Wiring work must be undertaken by a person licensed by Energy Safe Victoria and a certificate of electrical safety provided.
Time activity is deemed to be undertaken	At the beginning of the day on which the installed product is first able to deliver refrigeration.

Required fields for VEEC creation – installation of refrigerated display cabinets

Residential activities	Business activities

Not applicable	• Activity date (date activity deemed to be undertaken)
	• Business/Company name
	• Business/Company's ABN or ACN
	• Industry/Business type
	• No. of levels included
	• Floor space
	• Address of installation
	• Authorised signatory details (name and phone number)
	• Installed unit details
	  – Product brand and model
	  – Type of refrigeration display cabinet
	  – Total display area of installed refrigeration display cabinet (per unit, m^2)
	  – Quantity installed
	• Installer details (company name, full name, phone number)
	• Electrician licence number
	• Certificate of Electrical Safety number (if required)
	• Decommissioned unit details (for pre-1/1/2016 activities only)
	  – Type of refrigeration display cabinet
	  – Total display area of decommissioned refrigeration display cabinet (per unit, m^2)
	  – Quantity decommissioned

Appendix 17 – Installing a refrigeration fan

Schedule 33 – Installing a product that complies with the criteria specified in Part A of Schedule 33 in a refrigerated display cabinet, commercial freezer or cool room

Activity Requirements	Description
Regulation reference	Regulation 6(3)(c)
Product requirements	A fan that is an electronically commutated motor (being a permanent magnet motor with electronic commutation) that is listed in the commission Register of products and: • in the case of an internal rotor motor, has a rated motor output of not more than 600 Watts or • in the case of an external rotor, has a rated motor input of not more than 800 Watts.
Activity requirements	• Must be installed in an eligible business or non-residential premises. • Wiring work must be undertaken by a person licensed by Energy Safe Victoria and a certificate of electrical safety provided. • Any handling of refrigerant requires a licenced refrigeration technician, licence number and compliance certificate. • If plumbing work is undertaken, VBA plumbing licence number and compliance certificate must be supplied.
Time activity is deemed to be undertaken	At the beginning of the day on which the installed product is first able to deliver refrigeration.

Required fields for VEEC creation – installation of refrigeration fan motor

Residential activities	Business activities

Not applicable	• Activity date (date activity deemed to be undertaken)
	• Business/Company name
	• Business/Company's ABN or ACN
	• Industry/Business type
	• No. of levels included
	• Floor space
	• Address of installation
	• Authorised signatory details (name and phone number)
	• Installed unit details
	  – Product brand and model
	  – Refrigerator type
	  – Quantity installed
	• Installer details (company name, name and phone number)
	• Electrician licence number
	• Certificate of Electrical Safety number (if required)
	• Decommissioned unit details (for pre-1/1/2016 activities only)
	  – Decommissioned unit's rated output (kW)
	  – Quantity decommissioned
	  – Decommissioned unit's airflow volume (m3/hr at 0 Pa)

Appendix 18 – Undertaking a lighting upgrade

Schedule 34A – undertaking a lighting upgrade in certain buildings, structures or areas by installing lighting equipment referred to in Part A of Schedule 34 and decommissioning any replaced lighting equipment, or doing certain things to a multiple lamp fitting.

Activity requirements	Description
Regulation reference	Principal Regulations 6(2)(d) and (3)(d)
Product requirements	A T5 adaptor that: • has a lamp with minimum 14 Watts • has a power factor of at least 0.9 • has a ballast made from rigid non-metallic material • meets standards as determined by the commission and • is listed on the Register of products.
Activity requirements	Must be installed in an eligible business or non-residential premises. See *Explanatory note – building based lighting upgrade Part 1: activity guidance and part 2: compliance requirements* available at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	At the beginning of the day on which the lighting upgrade is completed.

Schedule 34B – undertaking a lighting upgrade in certain buildings, structures or areas by installing lighting equipment referred to in Part A of Schedule 34 and decommissioning any replaced lighting equipment, or doing certain things to a multiple lamp fitting.

Activity requirements	Description
Regulation reference	Principal Regulations 6(2)(d) and (3)(d)
Product requirements	A lighting control device (other than a voltage reduction unit) that is certified by the manufacturer as appropriate for use with the type of lamps it will be required to control.
Activity requirements	Must be installed in an eligible business or non-residential premises. See *Explanatory note – building based lighting upgrade - part 1: activity guidance and part 2: compliance requirements,* and *Explanatory note – non-building based lighting upgrade- part 1: activity guidance* and *part 2: compliance requirements* available at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	At the beginning of the day on which the lighting upgrade is completed.

Schedule 34C – undertaking a lighting upgrade in certain buildings, structures or areas by installing lighting equipment referred to in Part A of Schedule 34 and decommissioning any replaced lighting equipment, or doing certain things to a multiple lamp fitting.

Activity requirements	Description
Regulation reference	Principal Regulations 6(2)(d) and (3)(d)
Product requirements	A voltage reduction unit that: • has an output voltage ascertained by an approved laboratory in accordance with a laboratory test approved by commission • is not installed in conjunction with electronic ballasts and • is listed on the Register of products.
Activity requirements	Must be installed in an eligible business or non-residential premises. See *Explanatory note – building based lighting upgrade Part 1: activity guidance and Part 2: compliance requirements,* and *Explanatory note – non-building based lighting upgrade Part 1: activity guidance* and *Part 2: compliance requirements* available at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	At the beginning of the day on which the lighting upgrade is completed.

Schedule 34D – undertaking a lighting upgrade in certain buildings, structures or areas by installing lighting equipment referred to in Part A of Schedule 34 and decommissioning any replaced lighting equipment, or doing certain things to a multiple lamp fitting.

Activity requirements	Description
Regulation reference	Principal Regulations 6(2)(d) and (3)(d)
Product requirements	Any other lighting equipment that: • when installed, meets the minimum power factor determined by the commission • meets standards as determined by the commission and • is listed in the Register of products.
Activity requirements	Must be installed in an eligible business or non-residential premises. See *Explanatory note – building based lighting upgrade Part 1: activity guidance and Part 2: compliance requirements,* and *Explanatory note – non-building based lighting upgrade Part 1: activity guidance* and *Part 2: compliance requirements* available at www.veet.vic.gov.au.
Time activity is deemed to be undertaken	At the beginning of the day on which the lighting upgrade is completed.

Required fields for VEEC creation – building based lighting upgrade

Residential activities	Business activities
Not applicable	• Own reference (optional) • Brief description of upgrade (optional) • Upgrade commencement date • Activity date • Building approval reference number (34 J6 only) • Building approval certifying authority (34 J6 only) • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Contractual arrangements (who undertook work and details) • 1680 – Lighting design method • 1680 – Qualifications of lighting designer and details (if required) • 1680 – Light level verification • 1680 – Qualifications of light level verifier and details (if required) • Certificate of Electrical Safety number • Electrician licence number • Upgrade manager details (company name, full name and phone number) • Details required per Calculation Zone (Area) for 34 J6 and 34 Non-J6 (Lighting upgrade) – Area name – Area of calculation zone (34 J6 only) – Type of space (for pre 1/1/2016 activities only) – Baseline and upgrade asset lifetime reference – HVAC A/C (if applicable) • Product details – Lamp ballast combination – Lamp category – Lamp quantity – Product(s) brand and model (incl. voltage reduction units if applicable) – Rated lifetime hours – Nominal lamp power – Controller types

Required field for VEEC creation – non-building based lighting upgrade

Residential activities	Business activities
Not applicable	• Own reference (optional) • Brief description of the upgrade • Upgrade commencement date • Activity date • Energy consumer name • Energy consumer's ABN or ACN • Industry/Business type • Energy consumer type • Block/Lot (type, number) • Address of installation • Location/area description • Additional description (e.g. pitch number) • Authorised signatory details (name and phone number) • Contractual arrangements (who undertook work and details) • Qualifications of lighting designer and details • Electrician licence number • Certificate of Electrical Safety number • Upgrade manager details (company name, full name and phone number) – Details required per Calculation Zone (Area) for 34 Non-J6 (Lighting upgrade) only – Area name – Area type – Lighting subcategory – Baseline and upgrade asset lifetime reference • Product details – Lamp ballast combination – Lamp category – Lamp quantity – Product(s) brand and model (incl. voltage reduction units if applicable) – Rated lifetime hours – Nominal lamp power – Controller types

Appendix 19 – Installing a low flow trigger nozzle

Schedule 35 – decommissioning a trigger nozzle that has a maximum water flow requirement of at least 12L/minute and that is not labelled with a Smart Approved Watermark and installing a low flow trigger nozzle.

Activity requirements	Description
Regulation reference	Principal Regulations 6(3)(e)
Product requirements	Installed trigger nozzle must: • be labelled with a Smart Approved Watermark and listed on the Smart Watermark database and • only use water with a temperature of at least 45°C. Decommissioned trigger nozzle must: • be installed in place of a trigger nozzle that has a maximum water flow requirement of at least 12L/minute and • not be labelled with a Smart Approved Watermark.
Activity requirements	• Must be installed in an eligible business or non-residential premises. • Existing trigger nozzle must be connected to a water supply before the upgrade. • Existing trigger nozzle must be decommissioned. • The VBA recommends that a backflow prevention device is present at a premise where a trigger nozzle is installed. Installers should consult the VBA for further information. • VBA plumbing compliance certificate be provided if value over $750.
Time activity is deemed to be undertaken	At the beginning of the later of: • the day on which the installation is complete or • the day on which the replaced product is decommissioned.

Required fields for VEEC creation – installation of low flow trigger nozzle

Residential activities	Business activities
Not applicable	• Own reference • Activity date • Business/Company name • Business/Company's ABN or ACN • Industry/Business type • No. of levels included • Floor space • Address of installation • Authorised signatory details (name and phone number) • Installer details (company name, full name, phone number) • compliance certificate number • Audit fields (if requested by Audit & Compliance Manager) • Installed unit details – Product brand and model – Quantity installed – Confirmation that water temperature used with unit is 45°C or above

Appendix 20 – Installing a water efficient prerinse spray valve

Schedule 36 – Installing a prerinse spray valve on an existing fitting for a prerinse spray valve on which no prerinse spray valve was previously installed

Or

Decommissioning a prerinse spray valve that is not rated as having a 4 star or higher water efficiency, and installing a prerinse spray valve that complies with the criteria specified in Part A of Schedule 36.

Activity Requirements	Description
Regulation reference	Principal Regulations 6(3)(f) or Regulation 6(3)(g)
Product requirements	A prerinse spray valve that: • is rated as 6 star water efficiency when assessed and labelled in accordance with AS/NZS 6400:2005 and • has a cleanability score of 26 seconds or less when tested in accordance with ASTM F2324-03.
Activity requirements	• Must be installed in an eligible business or non-residential premises. • If the existing equipment is decommissioned (the existing prerinse spray valve), it must be connected to a water supply before the upgrade. If the existing equipment is not decommissioned (the existing fitting), it must be connected to a water supply both before and after the upgrade, and must be operable after the upgrade. **6(3)(f):** • Installation of the eligible product on an existing fitting for a prerinse spray valve on which no prerinse spray valve was previously installed. **6(3)(g)** • Decommissioning a prerinse spray valve that is not rated as having a 4 stars or higher water efficiency; or (where no start rating is available, not less than 7.5 L/min flow rate). • Installation of the eligible product. • The VBA recommends that a backflow prevention device is present at premises where a trigger nozzle is installed. Installers should consult the VBA for further information. • VBA plumbing compliance certificate be provided if value over $750
Time activity is deemed to be undertaken	At the beginning of the later of: • the day on which the installation is complete or • the day on which the replaced product is decommissioned (if applicable).

Required field for VEEC creation – installation of water efficient prerinse spray valve

Residential activities	Business activities

Not applicable	• Own reference
	• Activity date
	• Business/Company name
	• Business/Company's ABN or ACN
	• Industry/Business type
	• No. of levels included
	• Floor space
	• Address of installation
	• Authorised signatory details (name and phone number)
	• Installer details (company name, full name, phone number)
	• compliance certificate number
	• Audit fields (if requested by Audit & Compliance Manager)
	• Installed unit details
	  – Product brand and model
	  – Quantity installed
	• Decommissioned unit details
	  – Quantity decommissioned

Appendix 21 – VEEC values per prescribed activity

Schedules	Abatement factor	Regional factor
Schedule 1A	If product has a storage capacity of: • less than 95 litres: 18.0 • 95 to 140 litres: 32.8 • more than 140 litres: 43.0.	• If installed in metro Victoria: 0.97. • If installed in regional Victoria: 1.05
Schedule 1B	If product has a water heating capacity @ 25°C rise of: • less than 18 L/min: 19.7 • 18 L/min to 22 L/min: 33.7 • more than 22 L/min: 43.1.	• If installed in metro Victoria: 0.97. • If installed in regional Victoria: 1.05
Schedule 1E	• If product is small* and installed in metropolitan Victoria: $40.47 - [0.003938 \times (B_s + B_e)]$. • If product is small* and is installed in regional Victoria: $42.79 - [0.004163 \times (B_s + B_e)]$. • If product is large* and is installed in metropolitan Victoria: $65.62 - [0.003938 \times (B_s + B_e)]$. • If product is large* and is installed in regional Victoria: $69.37 - [0.004163 \times (B_s + B_e)]$. ** Small system load is 25.2 MJ/day and large system load is 42 MJ/day*	1
Schedule 1F	• If product is small* and installed in metropolitan Victoria: $40.47 - [0.015 \times (0.0573 \times B_s + 0.2625 \times B_e)]$. • If product is small* and is installed in regional Victoria: $42.79 - [0.015 \times (0.0573 \times B_s + 0.2775 \times B_e)]$. • If product is large* and is installed in metropolitan Victoria: $65.62 - [0.015 \times (0.0573 \times B_s + 0.2625 \times B_e)]$. • If product is large* and is installed in regional Victoria: $69.37 - [0.015 \times (0.0573 \times B_s + 0.2775 \times B_e)]$. ** Small system load is 25.2 MJ/day and large system load is 42 MJ/day*	1

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td>Schedule 2B</td><td>• If product is installed in metropolitan Victoria: $28.44 - [0.001706 \times (B_s + B_e)]$.
• If product is installed in regional Victoria: $30.06 - [0.001804 \times (B_s + B_e)]$.</td><td>1</td></tr>
<tr><td>Schedule 3B</td><td>• If product is small* and installed in metropolitan Victoria: $12.27 - [0.015 \times (0.0573 \times B_s + 0.2625 \times B_e)]$.
• If product is small* and is installed in regional Victoria: $12.27 - [0.015 \times (0.0573 \times B_s + 0.2775 \times B_e)]$.
• If product is large* and is installed in metropolitan Victoria:
• $17.95 - [0.015 \times (0.0573 \times B_s + 0.2625 \times B_e)]$.
• If product is large* and is installed in regional Victoria: $17.95 - [0.015 \times (0.0573 \times B_s + 0.2775 \times B_e)]$.
* Small system load is 25.2 MJ/day and large system load is 42 MJ/day</td><td>1</td></tr>
<tr><td>Schedule 4B</td><td>• If product is small* and installed in metropolitan Victoria: $7.53 - [0.006 \times (0.0573 \times B_s + 0.2625 \times B_e)]$.
• If product is small* and is installed in regional Victoria: $7.53 - [0.006 \times (0.0573 \times B_s + 0.2775 \times B_e)]$.
• If product is large* and is installed in metropolitan Victoria: $10.26 - [0.006 \times (0.0573 \times B_s + 0.2625 \times B_e)]$.
• If product is large* and is installed in regional Victoria: $10.26 - [0.006 \times (0.0573 \times B_s + 0.2775 \times B_e)]$.
* Small system load is 25.2 MJ/day and large system load is 42 MJ/day</td><td>1</td></tr>
<tr><td>Schedule 5</td><td><table><tr><th>Star rating</th><th colspan="3">Rated heating capacity</th></tr><tr><th></th><th>10 to 18 kW</th><th>18.01 to 28 kW</th><th>More than 28 kW</th></tr><tr><td>5.0 to 5.49</td><td>7.74</td><td>9.76</td><td>12.16</td></tr><tr><td>5.5 or more</td><td>9.67</td><td>12.20</td><td>15.20</td></tr></table></td><td>• If installed in metropolitan Victoria: 1.00.
• If installed in regional Victoria (mild): 1.00.
• If installed in regional Victoria (cold): 1.61.
• If installed in regional Victoria (hot): 0.71.</td></tr>
</table>

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td>Schedule 6</td><td>
<table>
<tr><th>Star rating</th><th colspan="3">Rated heating capacity</th></tr>
<tr><th></th><th>10 to 18 kW</th><th>18.01 to 28 kW</th><th>More than 28 kW</th></tr>
<tr><td>5.0 to 5.49</td><td>119.43</td><td>151.07</td><td>188.48</td></tr>
<tr><td>5.5 or more</td><td>121.44</td><td>153.61</td><td>191.66</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 1.00.
If installed in regional Victoria (mild): 1.08.
If installed in regional Victoria (cold): 1.74.
If installed in regional Victoria (hot): 0.76.

</td></tr>
<tr><td>Schedule 7</td><td>
<table>
<tr><th>Star rating</th><th colspan="3">Rated heating capacity</th></tr>
<tr><th></th><th>10 to 18 kW</th><th>18.01 to 28 kW</th><th>More than 28 kW</th></tr>
<tr><td>3.7 to 3.99</td><td>1.25</td><td>3.25</td><td>6.26</td></tr>
<tr><td>4.0 to 4.29</td><td>4.62</td><td>7.51</td><td>11.58</td></tr>
<tr><td>4.3 to 4.59</td><td>7.52</td><td>11.18</td><td>16.15</td></tr>
<tr><td>4.6 or more</td><td>10.04</td><td>14.37</td><td>20.13</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 1.00.
If installed in regional Victoria (mild): 1.06.
If installed in regional Victoria (cold): 1.72.
If installed in regional Victoria (hot): 0.75

</td></tr>
</table>

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td>Schedule 8</td><td>
<table>
<tr><th rowspan="2">Star rating</th><th colspan="3">Rated heating capacity</th></tr>
<tr><th>10 to 18 kW</th><th>18.01 to 28 kW</th><th>More than 28 kW</th></tr>
<tr><td>3.7 to 3.99</td><td>102.0</td><td>129.9</td><td>165.4</td></tr>
<tr><td>4.0 to 4.29</td><td>107.0</td><td>136.0</td><td>172.7</td></tr>
<tr><td>4.3 to 4.59</td><td>111.2</td><td>141.2</td><td>179.0</td></tr>
<tr><td>4.6 or more</td><td>114.8</td><td>145.8</td><td>184.5</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 1.00.
If installed in regional Victoria (mild): 1.06.
If installed in regional Victoria (cold): 1.79.
If installed in regional Victoria (hot): 0.61

</td></tr>
</table>

Schedules	Abatement factor				Regional factor				
Schedule 9	**Star rating**	**Rated heating capacity**			**Product star rating**	**Region of installation site**			
		2 to 3 kW	3.01 to 6 kW	More than 6 kW		Metropolitan Victoria	Regional Vic (Mild)	Regional Vic (Cold)	Regional Vic (Hot)
	4.0 to 4.9	5.36	9.61	13.22	4.0 to 4.9	1.00	0.22	0.36	0.15
	5.0 or more	5.86	10.55	14.39	5.0 or more	1.00	0.29	0.46	0.20
Schedule 10	**Coefficient of performance**	**Rated heating capacity**			**Coefficient of performance**	**Region of installation site**			
		2 to 2.99 kW	3 to 6 kW	More than 6 kW		Metropolitan Victoria	Regional Vic (Mild)	Regional Vic (Cold)	Regional Vic (Hot)
	4.0 to 4.49	4.64	8.33	11.51	4.0 to 4.49	1.00	0.12	0.24	0.02
	4.5 to 4.99	5.48	9.91	13.42	4.5 to 4.99	1.00	0.27	0.44	0.16
	5.0 to 5.49	6.14	11.17	14.95	5.0 to 5.49	1.00	0.39	0.63	0.29
	5.5 or more	6.69	12.20	16.20	5.5 or more	1.00	0.50	0.79	0.38

Schedules	Abatement factor				Regional factor
Schedule 20	**Star rating**	**Rated heating Capacity**			• If installed in metropolitan Victoria: 1.00. • If installed in regional Victoria (mild): 1.00. • If installed in regional Victoria (cold): 1.61. • If installed in regional Victoria (hot): 0.71
		10 to 18 kW	18.01 to 28 kW	10 to 18 kW	
	5 to 5.49	4.12	5 to 5.49	4.12	
	5.5 or more	4.99	5.5 or more	4.99	
Schedule 23(1)	**Energy efficiency ratio**	**Nominal rating**			• If installed in metropolitan Victoria: 1.00. • If installed in regional Victoria (mild): 1.06. • If installed in regional Victoria (cold): 0.64. • If installed in regional Victoria (hot): 2.40.
		7 to 10 kW	10.1 to 13 kW	More than 13 kW	
	14≤EER<20	2.6	4.3	6.5	
	20≤EER<30	3.0	5.1	7.6	
	30≤EER<40	3.4	5.6	8.4	
	40≤EER	3.5	5.9	8.8	

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td>Schedule 23(2)</td><td>
<table>
<tr><th rowspan="2">Energy efficiency ratio</th><th colspan="3">Nominal rating</th></tr>
<tr><th>7 to 10 kW</th><th>10.1 to 13 kW</th><th>More than 13 kW</th></tr>
<tr><td>14≤EER<20</td><td>5.7</td><td>9.6</td><td>14.4</td></tr>
<tr><td>20≤EER<30</td><td>6.2</td><td>10.3</td><td>15.4</td></tr>
<tr><td>30≤EER<40</td><td>6.5</td><td>10.8</td><td>16.3</td></tr>
<tr><td>40≤EER</td><td>6.7</td><td>11.1</td><td>16.7</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 1.00.
If installed in regional Victoria (mild): 1.06.
If installed in regional Victoria (cold): 0.86.
If installed in regional Victoria (hot): 2.35

</td></tr>
<tr><td>Schedule 28</td><td>
<table>
<tr><th colspan="4">Heating capacity of connected gas heater</th></tr>
<tr><th>Unknown</th><th>10 to 18 kW</th><th>18.01 to 28 kW</th><th>More than 28 kW</th></tr>
<tr><td>12.13</td><td>12.13</td><td>15.40</td><td>18.86</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 1.00.
If installed in regional Victoria (mild): 1.00.
If installed in regional Victoria (cold): 1.61.
If installed in regional Victoria (hot): 0.71.

</td></tr>
<tr><td>Schedule 11</td><td>0.256</td><td>

If installed in metropolitan Victoria: 1.06.
If installed in regional Victoria (mild): 0.86.
If installed in regional Victoria (cold): 1.23.
If installed in regional Victoria (hot): 0.79.

</td></tr>
<tr><td>Schedule 12</td><td>0.073</td><td>

If installed in metropolitan Victoria: 1.06.
If installed in regional Victoria (mild): 0.86.
If installed in regional Victoria (cold): 1.23.
If installed in regional Victoria (hot): 0.79.

</td></tr>
</table>

Schedules	Abatement factor	Regional factor
Schedule 13	If product has WERS rating on heating of: • 4.0 to 4.9 stars: 0.394 • 5.0 to 5.9 stars: 0.493 • 6.0 or more stars: 0.591.	• If installed in metropolitan Victoria: 1.03. • If installed in regional Victoria (mild): 0.92. • If installed in regional Victoria (cold): 1.41. • If installed in regional Victoria (hot): 0.74.
Schedule 14	If product is: • glass or acrylic: 0.213 • window film: 0.071.	• If installed in metropolitan Victoria: 1.03. • If installed in regional Victoria (mild): 0.92. • If installed in regional Victoria (cold): 1.41. • If installed in regional Victoria (hot): 0.74.
Schedule 15(A)	• If the product, or one of the products, is covered by a warranty against defects for a period of at least 2 years but less than 5 years, then 0.3025. • If the product, or one of the products, is covered by a warranty against defects for a period of at least 5 years, then 0.605.	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69.
Schedule 15(B)	• If the product, or one of the products, is covered by a warranty against defects for a period of at least 2 years but less than 5 years, then 0.0135 per m^2 of window sealed. • If the product, or one of the products, is covered by a warranty against defects for a period of at least 5 years, then 0.027 per m^2 of window sealed.	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69.
Schedule 15(C)	• If the product is covered by a warranty against defects for a period of at least 2 years but less than 5 years, then 0.464 per fan. • If the product is covered by a warranty against defects for a period of at least 5 years, then 0.928 per fan.	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69
Schedule 15(D)	• If the product is covered by a warranty against defects for a period of at least 2 years but less than 5 years, then 0.899 per fan. • If the product is covered by a warranty against defects for a period of at least 5 years, then 1.798 per fan	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69.

Schedules	Abatement factor	Regional factor
Schedule 15(E)	• If the product is covered by a warranty against defects for a period of at least 2 years but less than 5 years, then 0.118 per ventilation opening sealed or closed. • If the product is covered by a warranty against defects for a period of at least 5 years, then 0.236 per ventilation opening sealed or closed	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69.
Schedule 15(F)	5.234 for each chimney or flue in which a product is installed.	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69.
Schedule 15(G)	2.617 for each chimney or flue in which a product is installed.	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.32. • If installed in regional Victoria (hot): 0.69.
Schedule 15(G)	• If the product is covered by a warranty against defects for a period of at least 2 years but less than 5 years, then 0.119 per evaporative cooling cover installed. • If the product is covered by a warranty against defects for a period of at least 5 years, then 0.238 per evaporative cooling cover installed	• If installed in metropolitan Victoria: 1.05. • If installed in regional Victoria (mild): 0.84. • If installed in regional Victoria (cold): 1.93. • If installed in regional Victoria (hot): 0.78
Schedule 21(A)	Refer to the table below	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04. • If power factor is less than 0.9: 1.00. • If power factor is 0.9 or more: 1.05. **Power factor multiplier:** • If power factor is less than 0.9: 1.00. • If power factor is 0.9 or more: 1.05

Schedules	Abatement factor	Regional factor															
Schedule 21A	**Rated lifetime**	**Light output (lumens) and minimum efficacy (lm/W)**															
		Lumens < 350				**350 ≤ Lumens < 650**				**650 ≤ Lumens ≤ 850**				**Lumens > 850**			
		40 lm/W	48 lm/W	58 lm/W	69 lm/W	45 lm/W	54 lm/W	65 lm/W	78 lm/W	52 lm/W	62 lm/W	75 lm/W	90 lm/W	55 lm/W	66 lm/W	79 lm/W	95 lm/W
	8,000 to 9,999 hrs	0.20	0.22	0.23	0.24	0.20	0.22	0.23	0.24	0.20	0.22	0.23	0.24	0.20	0.22	0.23	0.24
	10,000 to 11,999 hrs	0.25	0.27	0.29	0.30	0.25	0.27	0.29	0.30	0.25	0.27	0.29	0.30	0.25	0.27	0.29	0.30
	12,000 to 14,999 hrs	0.30	0.33	0.34	0.36	0.30	0.33	0.34	0.36	0.30	0.33	0.34	0.36	0.30	0.33	0.34	0.36
	15,000 to 19,999 hrs	0.37	0.41	0.43	0.45	0.37	0.41	0.43	0.45	0.37	0.41	0.43	0.45	0.37	0.41	0.43	0.45
	20,000 to 24,999 hrs	0.50	0.55	0.57	0.60	0.50	0.55	0.57	0.60	0.50	0.55	0.57	0.60	0.50	0.55	0.57	0.60
	25,000 hrs +	0.62	0.68	0.72	0.75	0.62	0.68	0.72	0.75	0.62	0.68	0.72	0.75	0.62	0.68	0.72	0.75

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td>Schedule 21B</td><td>
<table>
<tr><th>Minimum efficacy</th><th>45 lm/W</th><th>54 lm/W</th><th>65 lm/W</th><th>78 lm/W</th></tr>
<tr><td>12,000 to 14,999 hrs</td><td>0.40</td><td>0.41</td><td>0.42</td><td>0.42</td></tr>
<tr><td>15,000 to 19,999 hrs</td><td>0.50</td><td>0.51</td><td>0.52</td><td>0.53</td></tr>
<tr><td>20,000 to 24,999 hrs</td><td>0.67</td><td>0.68</td><td>0.70</td><td>0.71</td></tr>
<tr><td>25,000 hrs +</td><td>0.83</td><td>0.85</td><td>0.87</td><td>0.88</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 0.98.
If installed in regional Victoria: 1.04.

Power factor multiplier

If power factor is less than 0.9: 1.00.
If power factor is 0.9 or more: 1.05.

</td></tr>
<tr><td>Schedule 21(C)</td><td>
<table>
<tr><th>Light output</th><th colspan="4">Lumens > 420</th></tr>
<tr><th>Minimum efficacy</th><th>52 lm/W</th><th>62 lm/W</th><th>75 lm/W</th><th>90 lm/W</th></tr>
<tr><td>15,000 to 19,999 hrs</td><td>0.44</td><td>0.47</td><td>0.49</td><td>0.51</td></tr>
<tr><td>20,000 to 24,999 hrs</td><td>0.59</td><td>0.63</td><td>0.66</td><td>0.68</td></tr>
<tr><td>25,000 hrs +</td><td>0.74</td><td>0.78</td><td>0.82</td><td>0.85</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 0.98.
If installed in regional Victoria: 1.04.

Power factor multiplier

If power factor is less than 0.9: 1.00.
If power factor is 0.9 or more: 1.05

</td></tr>
</table>

Schedules	Abatement factor						Regional factor
Schedule 21(D)	**Light output**	**Lumens > 400**					• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04 **Power factor multiplier** • If power factor is less than 0.9: 1.00. • If power factor is 0.9 or more: 1.05
	Minimum efficacy	**48 lm/W**	**58 lm/W**	**69 lm/W**	**83 lm/W**	**100 lm/W**	
	15,000 to 19,999 hrs	0.46	0.48	0.50	0.52	0.53	
	20,000 to 24,999 hrs	0.61	0.64	0.67	0.69	0.71	
	25,000 hrs +	0.76	0.80	0.83	0.86	0.88	
Schedule 21(E)	**Light output**	**Lumens > 400**					• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04 **Power factor multiplier** • If power factor is less than 0.9: 1.00. • If power factor is 0.9 or more: 1.05
	Minimum efficacy	**48 lm/W**	**58 lm/W**	**69 lm/W**	**83 lm/W**	**100 lm/W**	
	15,000 to 19,999 hrs	0.56	0.58	0.60	0.62	0.63	
	20,000 to 24,999 hrs	0.74	0.78	0.80	0.82	0.84	
	25,000 hrs +	0.93	0.97	1.00	1.03	1.05	

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td>Schedule 21(F)</td><td>
<table>
<tr><td>Light output</td><td colspan="5">Lumens > 400</td></tr>
<tr><td>Minimum efficacy</td><td>48 lm/W</td><td>58 lm/W</td><td>69 lm/W</td><td>83 lm/W</td><td>100 lm/W</td></tr>
<tr><td>15,000 to 19,999 hrs</td><td>0.56</td><td>0.58</td><td>0.60</td><td>0.62</td><td>0.63</td></tr>
<tr><td>20,000 to 24,999 hrs</td><td>0.74</td><td>0.78</td><td>0.80</td><td>0.82</td><td>0.84</td></tr>
<tr><td>25,000 hrs +</td><td>0.93</td><td>0.97</td><td>1.00</td><td>1.03</td><td>1.05</td></tr>
</table>
</td><td>

If installed in metropolitan Victoria: 0.98.
If installed in regional Victoria: 1.04

Power factor multiplier

If power factor is less than 0.9: 1.00.
If power factor is 0.9 or more: 1.05

</td></tr>
<tr><td>Schedule 17</td><td>2.14 per shower rose</td><td>

If installed in metropolitan Victoria: 0.85.
If installed in regional Victoria: 1.40.

</td></tr>
<tr><td>Schedule 22A</td><td>$\{[0.9126 \times (200 + 4 \times {V_{ff}}^{0.67})] - CEC\} \times 0.01392$

where:

V_{ff} is the volume in litres of the fresh food compartment of product
CEC is the comparative energy consumption specified on energy rating label (AS/NZS 4474.2:2009).

</td><td>

If installed in metropolitan Victoria: 0.98.
If installed in regional Victoria: 1.04.

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</table>

Schedules	Abatement factor	Regional factor
Schedule 22B	$\{[0.6954 \times (150 + 8.8 \times (V\_ff + 1.6 \ 〚 \times V〛 \ \_fr \ )\text{^}0.67 \ )] - CEC\} \times 0.01392$ where: • V_{ff} is the volume in litres of the fresh food compartment of product • V_fr is the volume in litres of the freezer compartment • CEC is the comparative energy consumption specified on energy rating label (AS/NZS 4474.2:2009).	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 22C	$\left\{\left[0.6329 \times \left(150 + 7.5 \times \left(1.6 \times V_{fr}\right)^{0.67}\right)\right] - CEC\right\} \times 0.01719$ where: • V_{fr} is the volume in litres of the freezer compartment of product and • CEC is the comparative energy consumption specified on energy rating label (AS/NZS 4474.2:2009).	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 22D	{[0.77×(150+7.5×(1.6×V_fr)^0.67)]-CEC}×0.01719 where: • V_fr is the volume in litres of the freezer compartment of product and • CEC is the comparative energy consumption specified on energy rating label (AS/NZS 4474.2:2009).	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 19	• If product is single door refrigerator or freezer: 3.25. • If product is two door refrigerator or freezer: 5.82	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04

Schedules	Abatement factor	Regional factor
Schedule 24	{[0.32768×(SA×0.09344+65.408)]-CEC}×0.00964 where: • SA is the screen area in cm^2 and • CEC is the comparative energy consumption in kilowatts per year.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 25A	(48.08×Rated Capacity-CEC)×0.01733 where: • Rated Capacity is measured in kg's and defined by AS/NZS 2442.1:1996 • CEC is the comparative energy consumption and is measured in kilowatt hours per year.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 25B	R×0.5864 where R is the drying load of the product in kg	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.05.
Schedule 26	0.00674×(1622-PAEC) where PAEC is the projected annual energy consumption in kWh/y.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.

Schedules	Abatement factor	Regional factor
Schedule 29A	• For products installed in residential premises that meet the minimum eligibility criteria = 1.0. • For products installed in residential premises that meet the minimum eligibility criteria and have additional functionality, and so not a basic master/slave product, the abatement factor is equal to the number of tonnes of abatement, not exceeding 6.0, that the product has been demonstrated to achieve through a commission approved field trial. – For example, if you submit field trial data to the commission and you are notified that your product is deemed to achieve 3.14 tonnes of abatement, the abatement factor that will be applied to your product will be 3.14. • For products installed in business premises that satisfy the minimum eligibility criteria and are connected to 2 controlled appliances = 0.43. • For products installed in business premises that satisfy the minimum eligibility criteria and are connected to at least 3 controlled appliances = 0.61. • For products installed in business premises that meet the minimum eligibility criteria and have additional functionality, and so not a basic master/slave product, the abatement factor is equal to the number of tonnes of abatement, not exceeding 6.0, that the product has been demonstrated to achieve through an commission approved field trial	1

Schedules	Abatement factor	Regional factor
Schedule 29B	• For products installed in residential premises that meet the minimum eligibility criteria = 1.0. • For products installed in residential premises that meet the minimum eligibility criteria and have additional functionality, and so not a basic master/slave product, the abatement factor is equal to the number of tonnes of abatement, not exceeding 6.0, that the product has been demonstrated to achieve through a commission approved field trial. – For example, if you submit field trial data to the commission and you are notified that your product is deemed to achieve 3.14 tonnes of abatement, the abatement factor that will be applied to your product will be 3.14. • For products installed in business premises that satisfy the minimum eligibility criteria and are connected to 2 controlled appliances = 0.45. • For products installed in business premises that satisfy the minimum eligibility criteria and are connected to at least 3 controlled appliances = 0.65.	1
Schedule 30A	• If the product is installed in a non-gas reticulated area: 2.47. • If the product is installed in a gas reticulated area: 1.87.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04
Schedule 30B	• If the product is installed in a non-gas reticulated area: 2.47. • If the product is installed in a gas reticulated area: 1.87.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.

Schedules	Abatement factor		Regional factor
Schedule 31A	**Minimum rated output (kW)**	**Abatement factor**	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
	0.75	0.28	
	1.1	0.38	
	1.5	0.45	
	2.2	0.61	
	3	1.03	
	4	1.27	
	5.5	1.60	
	7.5	1.99	
	11	3.74	
	15	4.64	
	18.5	5.42	
	22	6.12	
	30	7.75	
	37	8.71	
	45	13.33	
	55	15.16	
	75	19.51	
	90	20.55	
	110	32.71	
	132	34.92	
	150	38.33	
	185	47.28	

Schedules	Abatement factor		Regional factor
Schedule 31B	**Minimum rated output (kW)**	**Abatement factor**	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04
	0.75	0.55	
	1.1	0.76	
	1.5	0.88	
	2.2	1.25	
	3	2.08	
	4	2.46	
	5.5	3.50	
	7.5	4.17	
	11	8.56	
	15	10.02	
	18.5	11.72	
	22	13.77	
	30	15.83	
	37	17.94	
	45	27.47	
	55	31.69	
	75	34.89	
	90	38.09	
	110	55.51	
	132	58.09	
	150	57.59	
	185	78.20	

Schedules	Abatement factor	Regional factor
Schedule 32	See table below	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.

Type	Abatement factor
RS 1- unlit shelves	10.69
RS 1- lit shelves	18.19
RS 2- unlit shelves	10.80
RS 2- lit shelves	14.44
RS 3- unlit shelves	11.60
RS 3- lit shelves	15.69
RS 4- glass door	7.62
RS 6- gravity coil	11.03
RS 6- fan coil	11.03
RS 7- fan coil	12.62
RS 8- gravity coil	9.55
RS 8- fan coil	10.23
RS 9- fan coil	10.35
RS 10- low	14.55
RS 11	29.68
RS 12	51.62
RS 13- solid sided	16.60
RS 13- glass sided	15.24
RS 14- solid sided	10.35
RS 14- glass sided	61.97
RS 15- glass door	24.79
RS 16- glass door	27.06

<table>
<tr><th>Schedules</th><th>Abatement factor</th><th>Regional factor</th></tr>
<tr><td></td><td>
<table>
<tr><th>Type</th><th>Abatement factor</th></tr>
<tr><td>RS 18</td><td>22.63</td></tr>
<tr><td>RS 19</td><td>16.83</td></tr>
<tr><td>HC 1</td><td>7.73</td></tr>
<tr><td>HC 4</td><td>10.46</td></tr>
<tr><td>VC 1</td><td>22.17</td></tr>
<tr><td>VC 2</td><td>17.62</td></tr>
<tr><td>VC4- solid door</td><td>25.47</td></tr>
<tr><td>VC4- glass door</td><td>16.71</td></tr>
<tr><td>HF4</td><td>17.97</td></tr>
<tr><td>HF6</td><td>5.34</td></tr>
<tr><td>VF4 – solid door</td><td>27.97</td></tr>
<tr><td>VF4 – glass door</td><td>27.97</td></tr>
</table>
</td><td></td></tr>
<tr><td>Schedule 33</td><td>(IP×0.7692+19.385)×(1+(1÷COP))×0.03357
where:
IP is the input power of the installed motor in Watts
COP is the coefficient of performance as determined in the following table, according to the refrigerator type the fan is installed in the table below:
<table>
<tr><th>Refrigerator type</th><th>Coefficient of performance</th></tr>
<tr><td>Refrigerated display cabinet</td><td>2.80</td></tr>
<tr><td>Freezer</td><td>1.80</td></tr>
<tr><td>Cool room</td><td>2.56</td></tr>
</table>
</td><td>• If installed in metropolitan Victoria: 0.98.
• If installed in regional Victoria: 1.04.</td></tr>
</table>

Schedules	Abatement factor	Regional factor
Schedule 34A	Energy Savings ×1.095 Please note that the calculation of Energy Savings is a complex process which is beyond the scope of this explanatory note. Please see the Principal Regulations for further detail on the equations used.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 34B	Energy Savings ×1.095 Please note that the calculation of Energy Savings is a complex process which is beyond the scope of this explanatory note. Please see the Principal Regulations for further detail on the equations used.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 34C	Energy Savings ×1.095 Please note that the calculation of Energy Savings is a complex process which is beyond the scope of this explanatory note. Please see the Principal Regulations for further detail on the equations used.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 34D	Energy Savings ×1.095 Please note that the calculation of Energy Savings is a complex process which is beyond the scope of this explanatory note. Please see the Principal Regulations for further detail on the equations used.	• If installed in metropolitan Victoria: 0.98. • If installed in regional Victoria: 1.04.
Schedule 35	1.42	• If installed in metropolitan Victoria: 0.85. • If installed in regional Victoria: 1.40
Schedule 36	2.99	• If installed in metropolitan Victoria: 0.85. • If installed in regional Victoria: 1.40.

Document version control

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Version	Amendments made	Date published
V 5.24	Update for Schedules 7, 8, 9, 10, 31, 32, 33, 34 as part of a Regulation Review	1 January 2016
V 5.25	Update of Table–2 - MST requirements and clarification text concerning VRQA units.	6 January 2016
V 5.26	Update for Schedule 21E introduction, clarification of VBA and PIC compliance	1 February 2016
V 5.27	Update for Schedule 21 items as part of a Regulation Review	1 March 2016
V 5.28	Update for Schedule 21F introduction, updated insulation requirements for Schedule 11 and new installer requirements for 15D	4 April 2016
V 5.29	Update to Table 2 – MST requirements for Schedules 13, 14, 15, 17, 21, 26	20 April 2016
V 5.30	Update for Schedule 21B requirements for externally installed products	22 April 2016
V 5.31	Update for changes relating to Guidelines amendments and the VEEC validation process	24 June 2016
V 5.32	Update for the introduction of non-building based lighting (Schedule 34) activities	1 August 2016
V 5.33	Addition of replacement MST units of competency for the superseded CPCCCM2010B – Work safely at heights unit	14 October 2016
V 5.4	Update for Schedule 24 as part of a Regulation Review.	1 January 2017
V 6.0	General review with formatting changes (including removal of reference to Schedule 18, removal of summary tables for Schedules 1C, 1D, 2A, 3A & 4A, and change in orientation of appendices from landscape to portrait), updates to text in Section 4.2.1 to represent the current product application process and in Section 7.1 to improve relevance of example 1, and clarification of decommissioning requirements for Schedules 6 & 8.	19 January 2017

Version	Amendments made	Date published
V 6.0	General review with formatting changes (including removal of reference to Schedule 18, removal of summary tables for Schedules 1C, 1D, 2A, 3A & 4A, and change in orientation of appendices from landscape to portrait), updates to text in Section 4.2.1 to represent the current product application process and in Section 7.1 to improve relevance of example 1, and clarification of decommissioning requirements for Schedules 6 & 8.	19 January 2017
V 6.1	Update for Schedule 21B activity requirement for externally installed product	13 April 2017
V 6.2	Update Schedule 1A, 1E & 1F for consistency	4 May 2017
V 6.3	Update to MST units of competency specified for Schedules 13, 14, 15, 17, 21, 26	1 June 2017
V 6.4	Update to Schedule 15 as part of amendment to the Principal Regulations. Plus minor amendment to Appendix 7 regarding installer requirements for low flow shower roses.	1 July 2017
V 6.5	Update for introduction of large energy user regulatory amendments and amended OH&S Regulations.	1 August 2017
V 7.0	Updated to new Victorian Energy Upgrades template.	21 December 2017
V7.1	Update to clarify the commission's position on the eligibility of upgrades under the scheme that replace existing inoperable products	19 April 2018
V7.2	Minor change to definition of system sizes in Appendix 21	3 July 2018
V7.3	Update to amend installation limits for certain schedules	28 August 2018
V7.4	Minor typographical amendment to Appendix 1, Schedule 1F	31 August 2018