

VEU Registry – Guide for creating Victorian Energy Efficiency Certificates (VEECs) for commercial and industrial solar photovoltaic (PV) system activity (activity 47)

The following document outlines the information required to submit VEECs for creation for the commercial and industrial solar photovoltaic (PV) system activity (C&I solar activity) through the VEU Registry portal.

Prerequisite: You must have a <u>VEU Registry account</u> and be accredited to undertake C&I solar activities.

VEU Registry - Guide for creating Victorian Energy Efficiency Certificates (VEECs) for **C&I** solar activity 1 1. Enter activity date and sector 2 2. Select activity type 2 3 3. Select address 4 4. Enter client details 5. Select Scheme participants 6 7 6. Enter activity details 7. Select product details for installation 8 8. Provide Address justification if required 10 9. Review activity submission 10

1. Enter activity date and sector



Field Name	Field Type	Options	Mandatory
Activity Date	Date		Yes
Sector	Drop-down List	Business	Yes

2. Select activity type



The Applicant Reference field can be used to capture your own reference/Job ID.

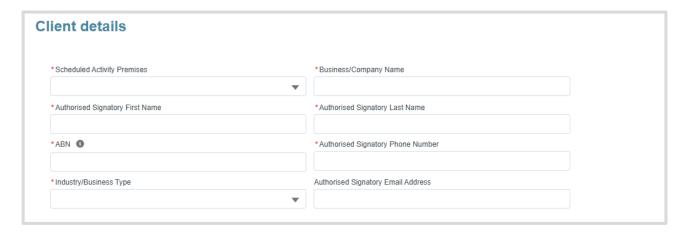
Field Name	Field Type	Options	Mandatory
Activity Type	List	47 – Commercial and industrial solar PV system	Yes
Applicant reference	Text		No

3. Select address



Field Name	Field Type	Options	Mandatory
Unit, Shop, Level, etc	Text		No
Search Address	Address lookup	Select relevant address or 'Enter Manually' to complete the fields below	Yes, if selecting an address from the lookup
Street Address	Text		Yes, if entering the address manually.
Town/Suburb	Text		Yes, if entering the address manually.
State	List	VIC, ACT, NSW, NT, QLD, SA, TAS, WA	Yes, if entering the address manually.
Postcode	List	Valid postcodes	Yes, if entering the address manually.

4. Enter client details



Field Name	Field Type	Options	Mandatory
Schedule Activity Premises	List	Yes, No	Yes
Business/Company Name	Text		Yes
Authorised Signatory First Name	Text		Yes
Authorised Signatory Last Name	Text		Yes
ABN	Text		Yes
Authorised Signatory Phone Number	Numeric		Yes
Industry/Business Type	List	Accommodation Services Administrative & Support Services Agriculture, Forestry and Fishing Arts and Entertainment- Cinema, Art Gallery & Creative Construction- Building & Other Construction- Land & Site Preparation Education- Community	Yes

Education- Preschool, Childcare & Kindergarden

Education- Primary School & High School

Education- Tertiary

Electricity, Gas, Water & Waste Services

Financial Services- Banks

Food & Beverage Services

Government Bodies & Agencies

Hair and Beauty

Health Care and Assistance- Hospitals

Health Care and Assistance- Medical & Other Information Media and Telecommunications

Internet Service Providers & Data Processing Services

Library and Other Information Services

Manufacturing- Clothing, Textiles & Footwear

Manufacturing- Food & Drinks

Manufacturing- Furniture

Manufacturing- Other

Manufacturing- Petroleum & Coal

Manufacturing- Pulp, Paper & Paperboard

Mining Other

Postal Services

Professional Services

Real Estate Services

Rental & Hiring- Property Operators/Hire Facilities

Retail Trade- Food Retailing Retail Trade- Fuel Retailing Retail Trade- Motor Vehicle

Retail Trade- Online Non Store Based

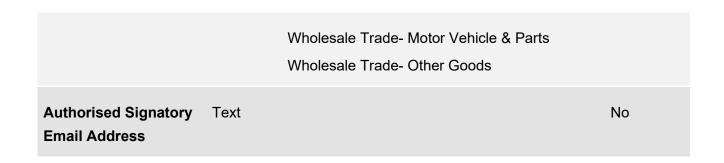
Retail Trade-Store-Based

Sports and Recreation- Gym, Sports Clubs & Other Transport Services

Warehousing & Storage Services

Wholesale Trade- Grocery & Other

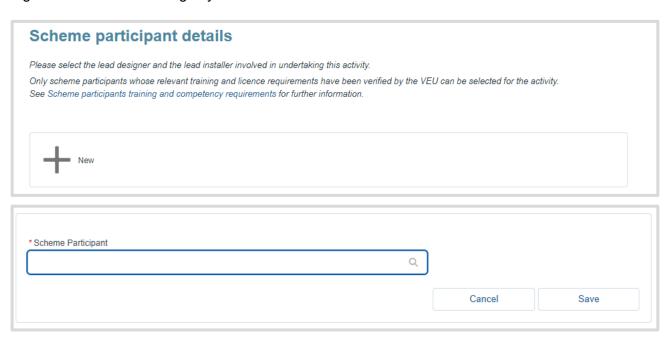
Wholesale Trade- Machinery & Equipment



5. Select scheme participants

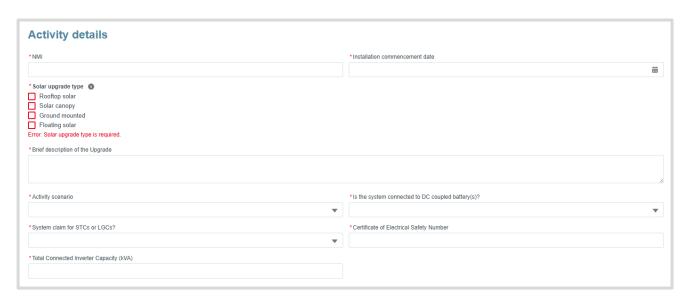
Select the lead solar system designer and lead solar system installer involved in the C&I solar activity.

Note: You will have had to register these personnel as scheme participants in the VEU Registry prior to creating VEECs for C&I solar activities undertaken by them. You will need to submit evidence of the scheme participants' licence, accreditation and training when registering. We will review and approve registration of scheme participants for this activity. You will only be able to select individuals as scheme participants as part of VEEC creation after we have verified them for registration in the VEU Registry.



Field Name	Field Type	Options	Mandatory
Scheme Participant	List	Scheme participants that meet the qualification requirements	Yes, must add the lead solar system designer and lead solar system installer

6. Enter activity details



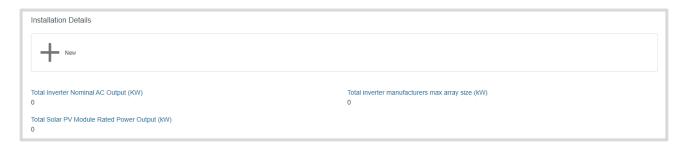
Field Name	Field Type	Options	Mandatory
NMI	Text		Yes
Installation commencement date	Date		Yes
Solar Upgrade Type	List	Rooftop solar, Solar canopy, Ground mounted, Floating solar	Yes. More than one can be selected.
Brief description of upgrade	Long text		Yes
Activity scenario	List	47A (30kW - 100.00kW system) 47B (100.01 - 200kW system)	Yes
Is the system connected to DC coupled battery(s)?	List	Yes, No	Yes
System claim for STCs or LGCs?	List	Yes – STCs Yes – LGCs Yes - Both STCs and LGCs No	Yes

Are the solar PV module(s) installed listed as participating brand(s) in the SPVI?	Checkbox	Yes, if displayed. Only displayed if Activity scenario 47A is selected.
Certificate of Electrical Safety	Text	Yes
Total Connected Inverter Capacity (kVA)	Numeric	Yes.

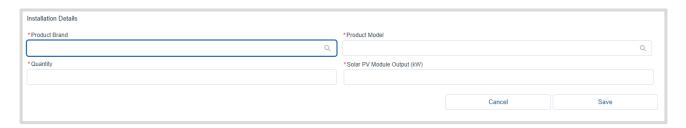
7. Select product details for installation

At least one Inverter and one Solar PV module are required for installation.

You must enter the installation date for products brand and modules to appear.



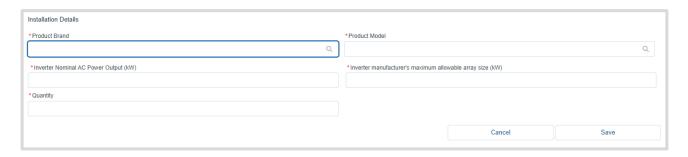
7.1 Solar PV Module



Field Name	Field Type	Options	Mandatory
Product Brand	List	Select from brands on Clean Energy Council approved solar PV module list	Yes

Product Model	List	Select from models on Clean Energy Council approved solar PV module list (models tagged as PV module)	Yes
Quantity	Numeric		Yes
Solar PV Module Output (kW)	Numeric		Yes

7.2 Inverters



Field Name	Field Type	Options	Mandatory
Product Brand	List	Select from brands on Clean Energy Council approved inverter list.	Yes
Product Model	List	Select from models on Clean Energy Council inverter list (models tagged as inverter)	Yes
Inverter Nominal AC Power Output (kW)	Numeric		Yes
Inverter manufacturer's maximum allowable array size (kW)	Numeric		Yes
Quantity	Numeric		Yes

8. Provide Address justification if required



Field Name	Field Type	Mandatory
Unrecognised Address Justification	Long text	No
Internal Duplicate Justification	Long text	No
External Duplicate Justification	Long text	No

9. Review submission

Review the activity details before clicking submit. You will be invoiced for the amount to be paid.

