

Updates to evidentiary requirements



Information for VEU program participants

28 November 2019



We have updated our evidentiary requirements for water heating and space heating and cooling activities and clarified the use of appendix(s) in VBA Compliance Certificates and Certificates of Electrical Safety.

Accredited persons (APs) are required to meet these new evidentiary requirements effective from 12 December 2019.

APs submitting claims should ensure that they can provide all supporting evidence on request.

Updates to our evidentiary requirements

Changes effective for space heating and water heating activities undertaken from 12 December 2019.

Activity	Evidence	Requirement change
1B-F	Non-prescribed Certificate of Electrical Safety	Include the brand and model of the decommissioned product
1D	Geo-tagged photo	Updated requirement for geo-tagged photo to show the brand, tank model number, heat pump model number, and serial number of the installed product
5A(ii) and 7A(ii)	Non-prescribed Certificate of Electrical Safety or a prescribed Certificate of Electrical Safety if mains or switchboard is modified	Update to move below information requirements from the VBA compliance certificate to the Certificate of Electrical Safety <ul style="list-style-type: none">the method of decommissioningthe floor area heated by the existing productthe type of product decommissioned including the brand,





Activity	Evidence	Requirement change
		model and serial number
5A(iii)	Geo-tagged photo(s)	Addition of geo tagged photo(s) showing: <ul style="list-style-type: none"> the installed product after installation the brand, model and serial number of the installed product

Clarification on the use of appendix(s) in VBA Compliance Certificates and Certificates of Electrical Safety

Activity	Requirement change
Water heating and space heating/cooling activities, appliance activities, incandescent lighting activities	Where an appendix is used, the following criteria must be fulfilled: <ul style="list-style-type: none"> the certificate must refer to the appendix and list the number of pages the appendix must be attached to the certificate each appendix page is numbered, and the certificate number is referenced on each page each appendix page is signed by the licensed plumber or electrician responsible for the work completed. For certain activities, additional criteria include: <ul style="list-style-type: none"> all premises being claimed for must be listed with the corresponding installed product information in the appendix (where multiple units at one address is receiving an upgrade) the type of work performed is specified for each premises being claimed for.

Stakeholders' queries

We have received some stakeholder queries regarding the evidentiary requirements listed in the Water Heating and Space Heating/Cooling Activity Guide. We have since conducted a review of the activity guide and identified some inconsistencies.

We have also received queries in respect of using appendix(s) in VBA Compliance Certificates and Certificate of Electrical Safety.

Rationale for the changes

We have updated our evidentiary requirements to:





- promote consistency across the evidentiary requirements for water heating and space heating and cooling activities in the program.
- gain further assurance that the products being upgraded are eligible
- gain assurance that the appropriately licensed person is performing the decommissioning work
- ensure consistency in the use of appendix(s) in VBA Compliance Certificates and Certificates of Electrical Safety.

Activity Guide

We have updated our activity guides to reflect the above changes. To review the full list of evidentiary requirements, please access updated documents from:

- Water Heating and Space Heating/Cooling Activity Guide at www.esc.vic.gov.au/water-heating-and-space-heating-cooling
- Space Conditioning, Shower Rose and Incandescent Lighting Activity Guide at www.esc.vic.gov.au/space-conditioning-shower-rose-and-incandescent-lighting-activities
- Appliance Activity Guide at www.esc.vic.gov.au/appliances-activities

Where to get help

If you have any questions with respect to matters set out in this program update, please contact VEU Support on (03) 9032 1310 or veu@esc.vic.gov.au.