

Guidance for completing the template

The template is comprised of three parts¹. Each part has a checklist of items for completion. The table below provides an overview.

Part		Checklist
1. Buildings sector NEEAP overview	a. Introduction	Overview of programmes
		Overall long term savings
	b. Compliance	Articles of EPBD and legislation fulfilling it
		Articles in ESD and programmes or policies fulfilling it
2. Building energy efficiency programmes and policies		Measures
		Savings
		Costs
		Delivery
3. Appendix		Additional details from Part 2

Part 1 – Buildings sector NEEAP overview

a. Introduction

Introduction	Public	Residential	Commercial	Total
Statement of commitment to energy saving target	<i>Written statement giving an overview of the programmes.</i>			
Saving target for first NEEAP	(GWh)	(GWh)	(GWh)	(GWh)
9%, minimum target required by ESD²	(GWh)	(GWh)	(GWh)	(GWh)
Overall saving target and full energy saving potential by 2020	(GWh)	(GWh)	(GWh)	(GWh)
Savings from additional programmes	(GWh)	(GWh)	(GWh)	(GWh)
What is the current/baseline energy consumption	(GWh)	(GWh)	(GWh)	(GWh)

¹ For the full report underlying this template, see

<http://www.euroace.org/EuroACE%20documents/070316%20Buildings%20sector%20NEEAP%20template%20%5Bfull%20report%5D.pdf>

² The targets are fixed for the total duration of the Directive. It will be based on the average annual domestic energy consumption (unadjusted) for the most recent five calendar years previous to the implementation of the Directive. The targets are not affected by economic growth during the nine years, so that the actual energy used by a Member State could well increase even though it achieved the set energy savings target.

b. Compliance

Compliance with Energy Performance of Buildings Directive	Legislation	
§3 – Adoption of a methodology		
§4 – Setting of energy performance requirements		
§5 – New buildings		
§6 – Existing buildings		
§7 – Energy performance certificates		
§8 – Inspection of boilers		
§9 – Inspection of air conditioning systems		
§10 – Independent experts		
§13 – Review and adaptation of the framework		
§15 – Transposition		
Compliance with Energy End-use Efficiency and Energy Services Directive	Existing programmes/ legislation	Planned programmes
§4 – General target		
§5 – Energy end-use efficiency in the public sector		
§6 – Energy distributors, distribution system operators and retail energy sales companies		
§7 – Availability of information		
§8 – Availability of qualification, accreditation and certification schemes		
§9 – Financial instruments for energy savings		
§10 – Energy efficient tariffs and other regulations for netbound energy		
§11 – Funds and funding mechanisms		
§12 – Energy audits		
§13 – Metering and informative billing of energy consumption		
§14 – Reports		
§15 – Review and adaptation of the framework		
§18 – Transposition		

Part 2 - Building energy efficiency programmes and policies

Part 2 forms the main body of the template and the checklist must be completed once for every programme or policy. The essential items to report on are marked in bold.

Building energy efficiency programme or policy (required for each)		
a.	Name	Name of the programme
b.	Type of programme	To follow the same broad categorisation of policies and programmes as outlined in Error! Reference source not found.
c.	Buildings sector(s) it affects	Public/residential/commercial
d.	Other, non-building sectors it affects	Potentially transport and/or industrial
e.	Historical background to programme	If provided, should be in appendix
f.	Measures applied	Whether it is technology and/or information based
g.	Barriers tackled	If provided, should be in appendix
h.	Potential energy savings	The amount of energy that could potentially be saved from the measures this programme promotes (both technical and cost-effective)
i.	Expected/actual energy savings	Expressed in GWh; will overlap with timeframe (i.e. how much it will save by different dates); must include how much it will save in 3, 6, 9 years time and how much it will save by 2020
j.	Target end-users	Which groups of end-users pocket the gains from the energy savings, e.g. socio-economic group, type of business
k.	Full cost benefit analysis	If provided, should be in appendix
l.	Programme cost	Must be a standardised indicator – Euro/kWh saved
m.	Bearers of cost	Which key stakeholders bear the cost of installing the measures and running the programme
n.	Timeframe	Start date, duration of programme. Should also reflect key dates: 3 years, 6 years, 9 years after ESD implementation
o.	Wider context/auxiliary benefits	If provided, should be in appendix; should include reporting on e.g. job creation and health improvement, and who benefits
p.	Examples/case studies	If provided, should be in appendix; more important for the 2 nd and 3 rd NEEAP
q.	Reasons alternative programmes were rejected/unsuitable	If provided, should be in appendix

r.	Legislative framework	<i>What primary and secondary legislation (if any) has been introduced for the programme</i>
s.	Stakeholder responsible for delivering each part of an activity	<i>Should include at least the responsible ministry, but also agencies (e.g. non-departmental public bodies), and building sector stakeholders whose involvement is required</i>
t.	Enforcement - penalties for failure to comply	<i>With the Commission’s strong focus in the EU EEAP on ensuring existing legislation is properly implemented and enforced, this becomes a crucial component of the NEEAPs</i>
u.	Programme delivery infrastructure	<i>This should explain how the main stakeholders interact; it can go into the appendix</i>
v.	Monitoring/ measurement	<i>This should make reference to the calculation methodology the Commission is developing, and elaborate in detail on the measurement methodology, the assumptions it makes,, including whether it is bottom-up, top-down (or both), frequency of measurement, which data is assumed and which is real (i.e. reliability of data). This part of the template is crucial for the Commission to assess the reliability of the reported energy savings</i>

Part 3 – Appendix

The appendix should contain, programme by programme, the non-essential information listed in Part 2 (i.e. the items not in bold), which Member States wish to report on – such as:

- e. Historical Background
- g. Barriers it tackles
- k. Full Cost benefit analysis
- o. Wider and auxiliary benefits
- q. Rejected alternative programmes and reasoning