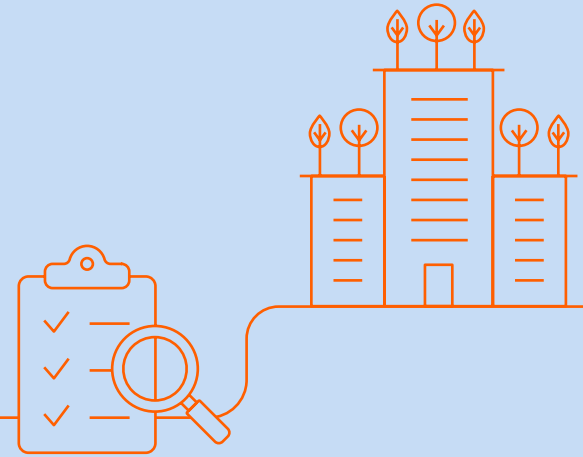


Display Energy Certificates

Meet your regulatory obligations and understand how to reduce your carbon footprint.



Navigate energy compliance effortlessly with our leading Display Energy Certificates service. We all have a responsibility to reduce our energy use, which is why our service not only ensures public bodies meet their regulatory obligations but also helps to identify opportunities to save energy, money and reduce your carbon footprint.

How energy efficient is your building?

Display Energy Certificates (DECs) demonstrate the energy performance of buildings occupied by public bodies. A DEC provides an energy efficiency rating of the building based on the actual amount of metered energy used.

DECs provide an energy rating of the building from A to G, where A is very efficient and G is the least efficient.

A valid DEC and Recommendation Report are legally required documents for every publicly funded building over 250m² that is frequently visited by the public.

For buildings over 1,000m² a DEC is required annually, and the Recommendation Report needs to be renewed every seven years.

For buildings between 250m² and 999m² a DEC and Recommendation Report are required every 10 years. Fines of up to £1,000 can be levied for non-compliance.

Organisations must display the certificate in a prominent place clearly visible to the public and also hold a valid Recommendation Report. The Report contains recommendations for improving the energy performance of the building.

Supporting your carbon and cost-saving objectives

Our market-leading service for compliance with regulations for Display Energy Certificates helps organisations save energy and money, while reducing their carbon footprint.

We are committed to reducing carbon emissions through supporting our clients with effective energy management. We all have a responsibility to reduce our use of lighting, computers, heating and other energy-consuming equipment to reduce the level of CO₂ produced and help to mitigate climate change.

We can help you act on your DEC to further identify opportunities to improve energy efficiency. Ask us about our additional technical services that can help you achieve your energy, carbon, and cost saving objectives.

- **Meet your regulatory obligations**
- **Improve energy efficiency in your buildings**
- **Reduce energy, costs, and your carbon footprint**

Display Energy Certificate Production Stage Chart

01 Mobilisation

- Familiarise with the background to the project, issues, drivers & objectives.
- Define the scope of the project in detail.
- Define key client stakeholders and interests.
- Agree project programme.
- Assess risk & prepare appropriate Method Statements.
- Agree Project Team, key staff and lines of communication.
- Agree reporting mechanism, frequency and format.

02 Data Collection

- Confirm details of all premises over 250m².
- Compile accurate database of all premises.
- Compile Evidence Files for every site.
- Obtain annual consumption data.
- Confirm details of any renewable generation (solar PV, wind etc.) and associated energy consumption.
- Obtain accurate building plans.
- Confirm hours of operation.

03 Coordination

- Arrange site visits – either centrally with the client, or with individual sites (if a site visit hasn't been previously undertaken by us).
- If a site visit is not required i.e. for annual renewals, establish with the client whether there have been any significant alterations (if so a site visit may be required).
- Report back to client on agreed survey dates etc.

04 Site Visits

- Visit every site on the agreed date.
- Compile detailed site notes on the energy efficiency of the building, including relevant photographic evidence.
- Identify bespoke opportunities for carbon reduction for inclusion within the Recommendation Report (where required).
- Record any additional relevant information.

05 Calculation

- Obtain the unique property reference number from the Central Register.
- Using the ORCalc software input the data from the site survey (inc bespoke opportunities for RR's) and annual kWh utility usage in order to calculate the Operational Rating.
- Check the outputs to ensure accuracy
- Submit and lodge the XML file onto the Central Register.

06 Delivery

- Issue DEC's (and Recommendation Reports if appropriate) as they are completed and in the format agreed with the client.
- Manage the ongoing DEC/RR production process throughout the contract using our red/ Amber/Green status checker.
- Regularly report back to the client on progress (via emails, telephone calls and/or meetings as necessary).
- Liaise with the client on any issues to ensure all DEC's are produced within the agreed programme.

Display Energy Certificates Explained

We all have a responsibility to reduce our carbon emissions to mitigate climate change and ensure a positive way of life is preserved for future generations. Understanding your Display Energy Certificate will help with analysing, measuring and ultimately reducing both your carbon emissions and your costs.



1. Operational Rating

This area demonstrates the energy performance of the building and indicates how efficiently the building is being used. A typical building of this size and use would have an Operational Rating of 100.

If the Operational Rating is less than 100 this building is performing better than average, if more than 100 vice versa is true.

2. Table

This table shows how the site compares against benchmarks for similar sites for both electricity and gas.

3. Previous Performance

This shows Operational Ratings (indicating the energy performance) in previous years. The aim is to reduce the rating each year, showing that carbon emissions have been reduced.

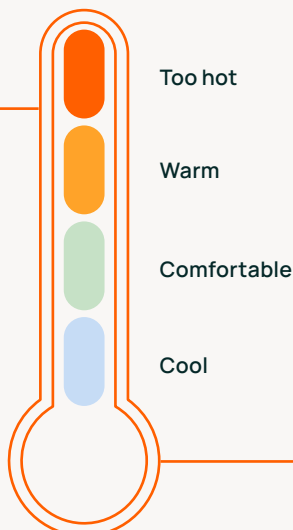
4. Carbon Dioxide Emissions

The energy used by the building is converted into the amount of carbon dioxide (CO₂) produced as a result. You can track the CO₂ produced from year to year – the light blue is electricity CO₂, and dark blue is from gas or oil used for heating. Reductions in the size of the bar show an improvement in performance.

Temperature guide: Is your building too hot or too cold?

Too hot?

Turn heating down. 1°C reduction saves energy and up to 8% of your heating costs.



What you can do to improve energy efficiency

Staff and members of the public can play a big part in improving energy efficiency. Please help with the following simple actions:

- ✓ Keep lights switched off on bright days to make the most of natural light, and ensure lights are switched off in vacant rooms or when the building is closed.
- ✓ Switch off computers, printers, photocopiers and other office equipment at the end of each day and at the weekend.
- ✓ Avoid the use of portable electric heaters during the winter and electric fans during the summer.
- ✓ During cold weather keep windows and external doors closed to avoid heat loss and draughts, and wear more clothing to stay warm.
- ✓ Report areas of overheating so that the heating controls can be adjusted.
- ✓ Turn off taps after use (especially the hot tap) and report leaking taps so that they can be repaired.