

ICP Europe Technical Forum Meeting notes – March 30, 2016

The sixth Technical Forum Meeting was held on March 30, 2016.

This Technical Forum focussed on the plan for the roll-out of the Investor Ready Energy Efficiency (IREE) process for projects, including training for Project Developers and Quality Assurance Providers, and the Software Development Specification. Updates were also given on the Project Development Specification and the Protocol Summaries.

Investor Ready Energy Efficiency (IREE™) roll-out plan

Our ICP Europe Technical Director, Luis Castanheira, outlined the project process, from origination through to the performance phase, describing where and how the certification of projects fits into this process.

He then went on to describe the format and requirements of the training, which will be provided for Project Developers (PDs) and third party Quality Assurance Providers (QAPs). This training will initially be provided free-of-charge.

The PD training will be webinar-based and consist of two sessions totalling three hours, with polls during the webinar (questions that attendees can answer). In future, in-person training may be offered, depending on demand and location. At least one member of the staff involved on the project must undergo the training, and preparation material will be provided prior to the training. PDs must also meet the required certification requirements, and submit evidence of relevant experience, and references. They must also carry Professional Indemnity/Errors and Omissions insurance, with a minimum level yet to be determined.

Luis went on to describe the role of the QAP, which culminates in the issuing of the IREE™ label for a project that meets the ICP requirements. A pre-requisite for QAP training will be completion of the PD training. The QAP training also consists of preparation material, and a single two hour session, which will be webinar-based with polls. There will then be an automated test for participants, as well as automated certification. As with the PD certification, minimum criteria will be set for qualifications and experience. Luis explained that, given the critical role of the QAP, a system for third party auditing of their work is likely to be set up in the future, probably at member state level. The details of this will be shared once developed.

Luis explained the importance of the ICP compliant software packages in supporting projects through the ICP process by making this more efficient and easier for all parties. ICP will be launching an open call to the software development market in June, as well as launching the first certified tools.

Support for pilot projects

In order to stress-test our tools and give visibility and credibility to our system, ICP is able to provide support to pilot projects in the EU. This support will be provided on a first come, first served basis, and to a very

limited number of projects.

Frequently asked questions resource

Luis completed this part of the presentation by explaining that ICP will develop a series of Frequently Asked Questions which will be available on the ICP website to provide support and guidance. This database will be developed as the knowledge base grows.

First release of the Project Development Specification, Annex A and Protocol Summaries

The first European version of the Project Development Specification (PDS) has now been released and is available on the ICP website. Luis provided a re-cap on how it should be used to support projects, highlighting that, as with the protocols, this is a living document, to be improved over time as it is applied to more projects. The first version of Annex A (the index of national resources) has also been released.

For both of these documents, comments and feedback from members of the Technical Forum are essential to their development. Luis can be contacted directly at luis.castanheira@eeperformance.org.

Single page summaries of each of the protocols have also been produced to facilitate the application of the ICP process. These will be included within updated versions of the protocols to be released soon.

Next steps and timeline

A brief overview of the timeline for the Technical Team's next steps was given. The PD and QAP training is likely to start in May, with the first IREETM certifications anticipated in the summer.

Luis concluded the presentation with an update on the Technical Forum membership which continues to grow, now with over 160 members, from countries across Europe and beyond.

Questions and answer session

The following are the main questions/comments and responses from the webinar:

- Funsho Alo, Inenco Group: *Will there be a fee for the training, and if so, how much?* The training will initially be provided free-of-charge.
- Mike Barker, Building Physics: *The PDS is a long document, at 85 pages.* The PDS is indeed an extensive document, intended to provide all the details required to fully implement projects. However, not all sections are relevant to all protocols and so clear signposting is provided throughout the document. Similarly, the protocols contain cross-references to relevant sections of the PDS to enable ease of use. The protocol summaries will provide a clear overview of all of this information, outlining the key steps required at every stage of the process.
- Artur Gradziński, Energoprojekt Katowice SA: *What is the format for the collection of CVs, references, project experience, etc?* The format for this has not yet been determined but it is likely to be provided through the ICP Europe website.



- Emilio Miguel Mitre, Green Building Council España: *This is an extremely focussed and well developed project, that has many synergies with Build Upon.* Thank you for your comment! We agree that there are certainly synergies with Build Upon - we have already had some engagement with the Build Upon team, and we hope to continue this in the coming months.
- Richard Perry, LEDLightGuru: *Can you confirm the release date for the Software Development Specification?* This will be released during the first half of April.

