



Submitter statement for non-domestic energy submissions (v.1)

SBEM
FI-SBEM
DSM

Purpose of submitter statement

Non-certified route

Where a Section 6 Energy carbon dioxide submission (SBEM or equivalent) is submitted following the non-certified route as part of a building warrant application, the submitter is tasked with completing this statement, with the aim of supporting the local authority verifier in undertaking reasonable enquiry for the project. The information provided will assist the verifier build a risk rating for the submission, which in turn will inform the verifier as to the extent of checking suitable for assessing the submission and for undertaking site inspection(s) of the building(s).

Certified route (Certificate of Design for Energy)

Where the Section 6 Energy carbon dioxide submission follows the certified route, the submitter is tasked with completing this statement to assist the verifier undertake reasonable enquiry when undertaking site inspection(s) of the building(s).

1. Qualifications and training

The submitter is requested to confirm possession of qualifications and training appropriate for assessing the energy performance of the proposed building(s). Additionally, when following the non-certified route, details of the checking procedure applied within the submitter's organisation are required for the risk assessment.

		Submitter	Checker (required <u>only</u> when following the non-certified route)
Name			
Company			
Address			
Telephone			
Email			
Section 6 Energy Qualifications (select one category)	<input type="checkbox"/>	1. Approved Certifier of Design Details:	<input type="checkbox"/> 1. Approved Certifier of Design Details:
	<input type="checkbox"/>	2. Accredited training in last 3 years Details:	<input type="checkbox"/> 2. Accredited training in last 3 years Details:
	<input type="checkbox"/>	3. No accredited training in last 3 years	<input type="checkbox"/> 3. No accredited training in last 3 years
Level of National Occupational Standards (for producing EPCs) (select one category)	<input type="checkbox"/>	Level 4 - new buildings	<input type="checkbox"/> Level 4 - new buildings
	<input type="checkbox"/>	Level 5 - the most complex new buildings that need to be modelled using Dynamic Simulation Models, DSM).	<input type="checkbox"/> Level 5 - the most complex new buildings that need to be modelled using Dynamic Simulation Models, DSM).
	<input type="checkbox"/>	None	<input type="checkbox"/> None
DSM software qualifications	<input type="checkbox"/>	Details:	<input type="checkbox"/> Details:

2. EPC (Energy Performance Certificate)

Will the submitter also produce and submit the EPC?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, detail Approved Organisation membership		

3. Appendix - Servicing strategy and Critical elements

In the Servicing strategy, the submitter should select the broad category that best describes the serving to the building(s). In the Critical elements appendix, the submitter should communicate the aspects of the submission that contribute most significantly to achieving a pass, or alternatively aspects if omitted from the as-built building(s) which would cause a fail. Items listed as critical elements may then be flagged for targeted inspection(s) by the verifier during construction on site.

4. Declaration

In signing the declaration, the submitter is confirming that:

- to the best of his or her knowledge, the submission contains no errors or omissions,
- that all the relevant conventions (dimensions, zoning, defaults etc.) detailed in the relevant guidance have been followed when preparing the submission, and
- disclosure of all information relevant to the submission has been communicated to the verifier in a transparent manner.

Signed		Company		Date	
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Appendix - Servicing strategy

The most appropriate servicing strategy should be selected for the proposal (the broad categories of environmental control listed below are summarised from the NCM Modelling Guide for Non-Domestic Buildings):

Servicing strategy	Additional details	Tick
a) Unheated	-	<input type="checkbox"/>
b) Heated only, with natural ventilation	1) Low complexity heating system.	<input type="checkbox"/>
	2) High complexity heating system, e.g. bivalent heating (twin system, such as heat pump and boiler combination), complex controls, complex thermal storage arrangements.	<input type="checkbox"/>
c) Heated and mechanically ventilated	1) Local/decentralised ventilation plant, e.g. local extract ventilation (with/without heat recovery).	<input type="checkbox"/>
	2) Centralised ventilation plant, e.g. centralised extract ventilation plant serving multiple rooms.	<input type="checkbox"/>
	3) Either of the above plus high complexity heating system.	<input type="checkbox"/>
d) Heated and cooled (air-conditioned)	1) Local/decentralised air-conditioning plant, e.g. split and multi-split systems.	<input type="checkbox"/>
	2) Centralised air-conditioning plant.	<input type="checkbox"/>
	3) Either of the above plus high complexity heating system.	<input type="checkbox"/>
e) Mixed-mode cooling	1) Cooling operates only in peak season to prevent space temperatures exceeding a threshold temperature higher than that normally provided by an air-conditioning system.	<input type="checkbox"/>
f) Ventilation with enhanced thermal coupling to the structure	1) Significant components of the building structure (e.g. ducts in the solid floors of the building) are exposed to night ventilation in order to enhance the building's capability of offsetting daytime cooling demands.	<input type="checkbox"/>
Additional notes (if required):		

Appendix - Critical elements

Where appropriate, details of the critical elements should encompass consideration of the constructional elements (including any highly efficient thermal bridging values, lower than notional values), heating/cooling/ventilation systems, hot water services, shading and blinds, high efficiency lighting and controls, and energy production technologies. Where specific models of installations are required (e.g. lamp types), their significance should be highlighted to assist site inspection(s). **It is not expected that contributions at or close to standard guidance values will be listed as critical elements.** The details provided may be as concise or as comprehensive as the submitter considers appropriate to the building type(s) and complexity of the submission.

Data protection

Data Protection Act 2018. For information on how your personal data is used by Building Standards, please visit the relevant Local Authority's data protection webpage.