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Date: 1 Oct 2020

Registrar, Board of Architects
Registrar, Professional Engineers Board
President, Singapore Institute of Architects
President, Institution of Engineers, Singapore
President, Association of Consulting Engineers, Singapore
Chief Executives, Corporation Representatives and Energy Managers, Registered Corporations under the Energy Conservation Act

Dear Sir/Mdm

REQUIREMENTS UNDER ENERGY CONSERVATION ACT (ECA) TO PROMOTE CONTINUAL ENERGY EFFICIENCY (EE) IMPROVEMENT

1 This circular is to remind registered corporations under the ECA and qualified persons (QPs) of the following ECA requirements:

- a) Singapore Certified Energy Manager (SCEM)
- b) Energy Efficiency Opportunities Assessments (EEOA) for Registered Corporations (EEOA-RC) and New Ventures (EEOA-NV)

2 These requirements are summarised in the table below for (i) Registered Corporations and (ii) New Ventures (NV).

Registered Corporations

	Requirements / Information
1) Energy Managers	<p>(a) Registered corporations must appoint at least one employee as an energy manager</p> <ul style="list-style-type: none"> • The energy manager must hold a SCEM (Professional Level) Certificate from the Institution of Engineers, Singapore (IES). • Different pathways are available to attain the SCEM (Professional Level) Certification. Information on the certification criteria is available at https://www.ies.org.sg/ccms.r?pageid=10078&TenID=IES • The Employment and Employability Institute (e2i) administers SCEM training grants. More information is available at https://www.e2singapore.gov.sg/programmes-and-

	Requirements / Information
	<p>grants/incentives/singapore-certified-energy-manager-(scem)-programme-and-training-grant</p> <p>(b) Registered corporations must notify NEA of the appointment of the first energy manager, within 30 days of registration as a Registered Corporation.</p>
2) Energy Efficiency Opportunities Assessments (EEOA)	<p><u>Timeline</u></p> <p>(a) For Registered Corporations registered on or before 2 Jun 2017</p> <ul style="list-style-type: none"> • Submit first EEOA-RC report to NEA by 31 Dec 2021. <p>(b) For Registered Corporations registered after 2 Jun 2017</p> <ul style="list-style-type: none"> • Submit first EEOA-RC report within 6 years from 1 Jan of the year of registration. For example, for a corporation that is registered on any day in 2020, the first EEOA-RC report is due within 6 years from 1 Jan 2020, i.e. by 31 Dec 2025. <p>To prepare the EEOA-RC report, Registered Corporations may either:</p> <ul style="list-style-type: none"> • Engage an independent EEO Assessor, or • Appoint one of its employees, who is certified as an EEO Assessor. The certification requirements and eligibility criteria for EEO Assessors can be found in the links below. <p>Report must be signed by a certified EEO assessor.</p> <p>Registered Corporations may use in-house instrumentation to carry out measurements for the EEOA if the instrumentation is adequate.</p> <p><u>Detailed requirements</u></p> <p>(a) EEO Assessor eligibility criteria: http://eeoa.sg.</p> <p>(b) EEOA-RC: https://go.gov.sg/7d0f3f.</p>

New Ventures (NV)

	Requirements / Information
1) Energy Efficiency Opportunities Assessments (EEOA) for : <ul style="list-style-type: none"> • New industrial facilities • Existing facilities with major expansion projects 	<p>Before applying to NEA for Development Control clearance, NV must submit an EEOA-NV report to NEA if:</p> <ul style="list-style-type: none"> • The NV has applied for URA Planning Permission on or after 1 Oct 2018 • The NV is related to one of the following industry sectors: (i) Manufacturing and manufacturing related services (ii) Supply of electricity, gas, steam, compressed air and chilled water for air-conditioning (iii) Water supply and sewage and waste management

	Requirements / Information
	<ul style="list-style-type: none"> The NV has an estimated annual energy consumption of ≥ 54 TJ based on 24 hours per day, 365 days of operations at 100% design capacity <p>Report may be signed by the person responsible for conducting the EEOA, who need not be a certified EEO Assessor.</p> <p>Detailed requirements (a) EEOA-NV: https://go.gov.sg/hj3ppq.</p>

3 NEA and EDB administer grants to defray part of the costs for installing EE equipment and instrumentation. More information on these grants are available at:

Agency	Website
NEA	https://www.e2singapore.gov.sg/programmes-and-grants/incentives/energy-efficiency-fund
EDB	https://www.e2singapore.gov.sg/programmes-and-grants/incentives/edb-incentives

4 For any clarification: Registered corporations or QPs should contact:

a) For SCEM: Mr Winston Tan at DID. 67319596 (email: Winston_Tan@nea.gov.sg) or Mr Tan Guan Qun at DID. 67086215 (email: TAN_Guan_Qun@nea.gov.sg)

b) For EEOA: Mr Lawrence Wong at DID. 67319165 (email: Lawrence_WONG@nea.gov.sg) or Mr Ryan Ng at DID. 67086097 (email: Ryan_SH_NG@nea.gov.sg) of NEA Verification Office.

Yours faithfully

(Transmitted via email)



Suresh K.
For Director-General
Environmental Protection
National Environment Agency