



24 April 2024

Webinar on requirements for Phase 3 compliance

Energy Savings Opportunity Scheme



Agenda and Webinar Procedure

Agenda

1. ESOS overview and recent updates
2. Key steps and overarching principles for completing an ESOS assessment
3. Update on the digital system, including further information on energy intensity ratios and ISO50001
4. Q&A and future engagement

You can submit questions via the Q&A button at the top of the screen.

Webinar Procedure

Please note:

- Your video and mic have been turned off and the chat function has been disabled.
- This webinar will be recorded and shared with stakeholders. Please do not make your own recording.
- We will aim to answer as many questions as possible during the session but we may not be able to answer them all.

For specific queries related to ESOS Phase 3 guidance, please contact esos@environment-agency.gov.uk

For specific queries related to the ESOS digital system, please contact esos-it@environment-agency.gov.uk

Useful Links

ESOS notification system
<https://manage-energy-saving-opportunities-reporting.service.gov.uk/>

ESOS legislation
<https://www.legislation.gov.uk/ukxi/2014/1643/contents> - make sure to click on 'latest available (revised)' on left hand side to see the full legislation

ESOS gov.uk page
<https://www.gov.uk/guidance/energy-savings-opportunity-scheme-esos>

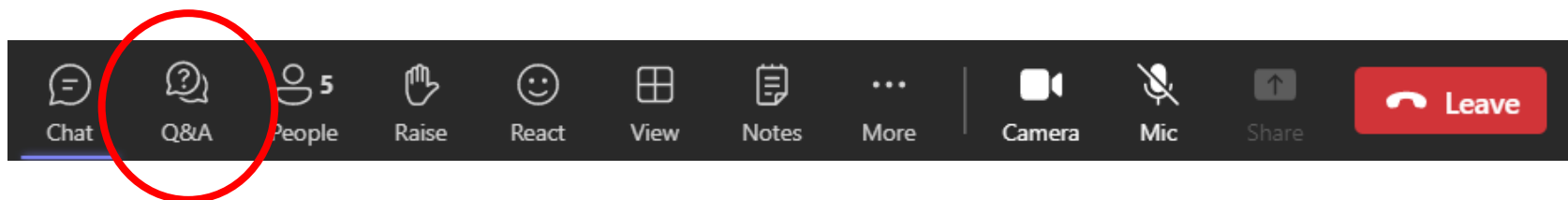
ESOS Phase 3 guidance
<https://www.gov.uk/government/publications/comply-with-the-energy-savings-opportunity-scheme-esos>

Recording of January 2024 webinar
<https://www.youtube.com/watch?v=jmS2hjEnhtU>



Submit your questions

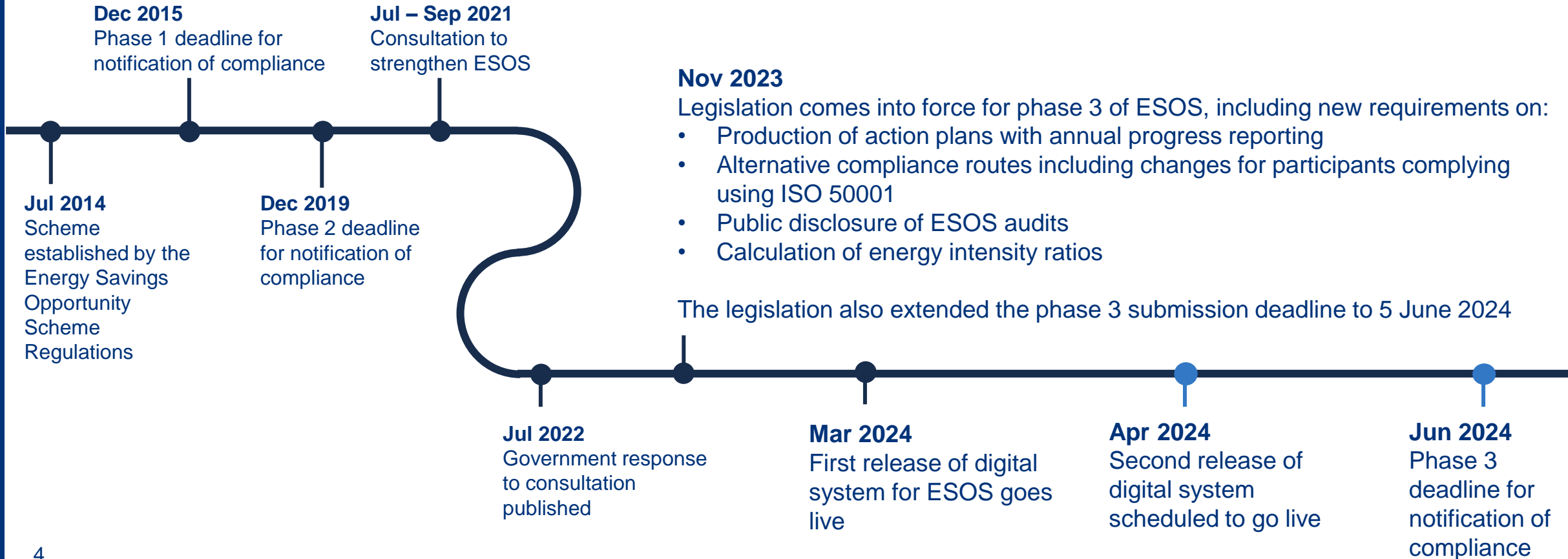
You can submit your questions throughout the presentation using the Q&A button at the top of the Teams window. We will answer questions at the end of the presentation.



We may not have time to cover all questions, and will prioritise those that relate to the phase 3 legislative changes and the digital system.



ESOS Overview





Recent Updates

Compliance and Enforcement Deadlines

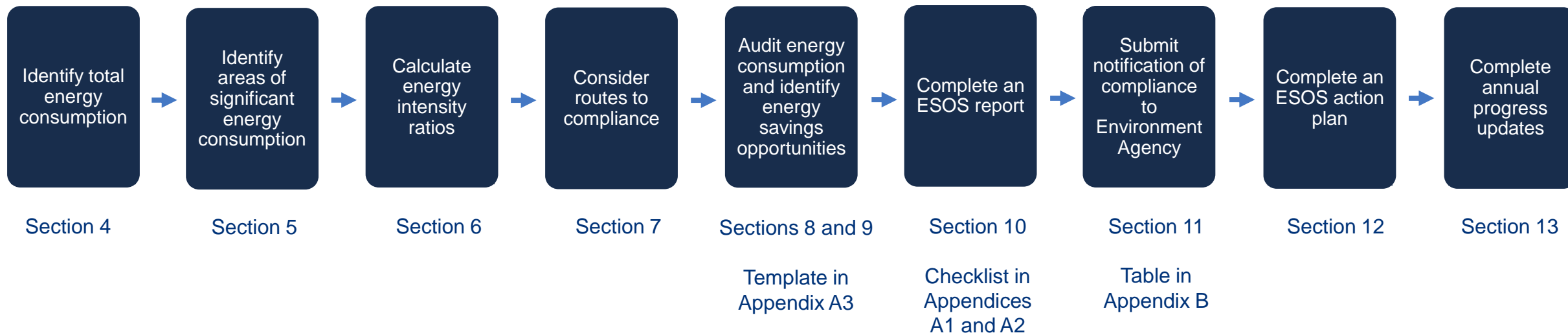
- Participants that met the qualification criteria for ESOS on 31 December 2022 are required to comply with ESOS.
- To ensure there is reasonable time for participants to comply with ESOS, and to allow all to meet same standard, Government amended the notification of compliance deadline in legislation until 5 June 2024 (previously 5 December 2023).
- Organisations should still look to meet the 5 June 2024 compliance notification deadline. However, the Environment Agency and Regulators for the Devolved Administrations will not take enforcement action if you do not comply with this legal requirement, provided that you:
 - Complete registration of your account in the digital system by 5 June 2024, and
 - Submit your notification of compliance by 6 August 2024

Manage Your Energy Savings Opportunity Scheme (MESOS) Digital System

- The first stage of the digital system for participants to notify the Environment Agency of their compliance with ESOS went live on 19 March 2024.
- The system is available here:
<https://manage-energy-saving-opportunities-reporting.service.gov.uk>.
- The second stage of the digital system is scheduled to be released by the end of April, subject to final testing.
- Participants do not have to wait for the release of the second stage of the digital system to complete their ESOS assessments, however, participants cannot submit their compliance notifications until the second stage is released.
- Responsible undertakings need to create user accounts and add an external Lead Assessor to complete the Notification of Compliance. The responsible undertaking, and not the Lead Assessor, is responsible for submitting the notification of compliance.

Key steps for completing an ESOS assessment

Update evidence pack



Guidance for phase 3 of ESOS:

www.gov.uk/government/publications/comply-with-the-energy-savings-opportunity-scheme-esos



Overarching principles for completing an ESOS assessment

- The guidance aims to work alongside legislation and help participants in understanding the requirements, but the **ultimate source of ESOS requirements is the legislation** and guidance may not be able cover every combination of circumstances.
- The ESOS legislation is available here: <https://www.legislation.gov.uk/ukxi/2014/1643/contents>. Make sure to click on 'latest available (revised)' on left hand side to see the full legislation.
- Guidance is **not intended to be prescriptive**. It is intended to provide a recommended method to guide participants as to how to comply.
- Participants will **not be penalised for using estimated data** if actual data is not available. As a general principle, participants and lead assessors should use what relevant information is available to calculate information that is not available
- Participants should **keep records in the evidence pack** explaining why an estimate was needed and the approach taken, as this may need to be explained in the event of a compliance audit.

Compliance route

Did you use any estimates in relation to the following calculations (as applicable)?

Select the calculations for which you used estimates

- The total energy consumption or, as applicable, significant energy consumption, over the reference period.
- The conversion of total energy consumption or, as applicable, significant energy consumption into kWh, where it was not measured in those units.
- The amount of total energy consumption or, as applicable, significant energy consumption attributable to each organisational purpose in kWh.
- The energy consumption over the 12-month period covered by any energy audit.
- or
- None of the above

[▶ Help me answer this question](#)

Save and continue

Compliance route

Are the methods used for estimated data recorded in the evidence pack?

The evidence pack needs to contain:

- Details of the methods used and the extent to which it was used.
- The reasons why actual data was not used.

This would have been carried out by the lead assessor, who may be part of your organisation or external.

If you are unsure if this information is in the evidence pack, speak to your lead assessor.

- Yes
- No
- or
- Skip question

[▶ Help me answer this question](#)

Save and continue

[Return to: Submit Phase 3 notification](#)



ESOS Digital Service - Key Benefits

User Accounts

Data entry can occur in stages and is saved at each step

Routes to Compliance

You will be presented with service journeys that are relevant to your submission

Bulk Upload for Group Undertakings

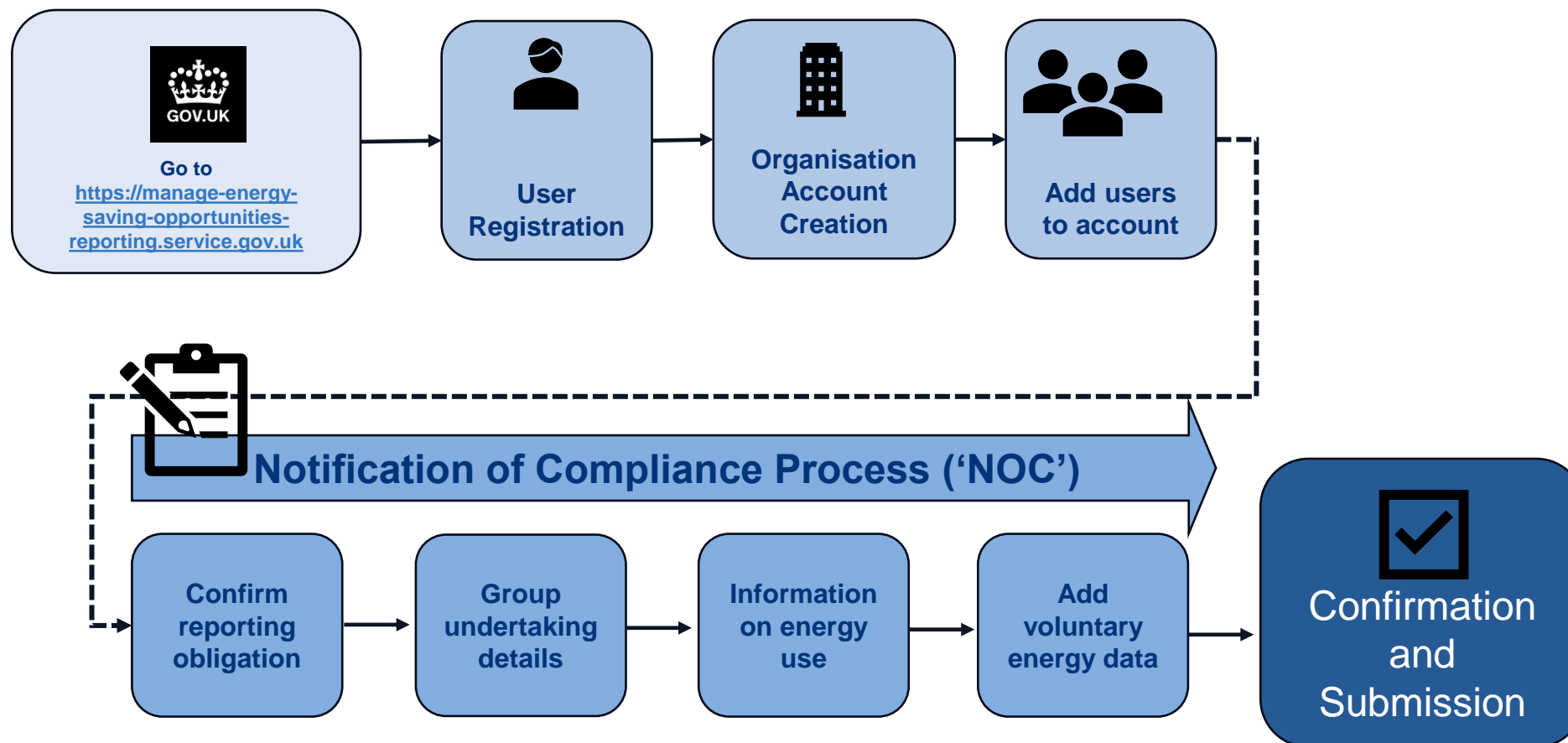
Organisation data can be uploaded as a file

Accessibility, Design and Security

The new ESOS Service follows familiar GOV.UK designs and features



ESOS Digital Service - Overview





Starting a Notification of Compliance (NOC)

1. Log in at <https://manage-energy-saving-opportunities-reporting.service.gov.uk>
2. Select “Accounts” section.
3. Select your organisation account.

4. Click “Start a new task”

GOV.UK Manage your ESOS reporting Sign out
Tasks Accounts

BETA This is a new service – your [feedback](#) will help us to improve it. You are logged in as: AL Test user

[Dashboard](#) > [Accounts](#) > [Test Organisation](#)

Test Organisation Live

[Start a new task](#)

Details Phases Users and contacts Workflow history Notes

Organisation details	
Is the UK organisation registered at Companies House?	No
Organisation name	Test Organisation Change
Activity codes	Classification type: SIC Codes: 78978 Change
Address	2 Change
Town or city	Town2 Change
County	County2 Change
Postcode	PP11PP Change
Location of registered office or principal place of activity	England

5. On the next page, click ‘Start’ button

GOV.UK Manage your ESOS reporting
Tasks Accounts

BETA This is a new service – your [feedback](#) will help us to improve it.

[Dashboard](#) > [Accounts](#) > [Test Organisation](#) > [Account process actions](#)

[Back](#)

Start a new task

Phase 3 Notification

[About Phase 3 Notification](#)

[Start](#)

6. This starts the notification of compliance.

GOV.UK Manage your ESOS reporting
Tasks Accounts

BETA This is a new service – your [feedback](#) will help us to improve it. You are logged in

[Dashboard](#) > [Submit Phase 3 notification](#)

Submit Phase 3 notification

Assigned to: AL Test user [Reassign task](#)

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) NOT STARTED



Completing the Reporting Obligation section

GOV.UK Manage your ESOS reporting
Tasks Accounts

BETA This is a new service – your [feedback](#) will help us to improve it. You are logged in as [user]

[Dashboard](#) > [Submit Phase 3 notification](#)

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) NOT STARTED

[Reassign task](#)

Reporting Obligation

Reporting obligation

Does your organisation qualify for ESOS?

Yes, the organisation qualifies for ESOS and will submit a notification

No, the organisation does not qualify for ESOS and will not submit a notification

[Save and continue](#)

Reporting obligation

Select the reasons that your organisation, or another organisation in its corporate group, qualifies for ESOS

The annual turnover is over £44 million and annual balance sheet total in excess of £38 million

The organisation has 250 or more members of staff

The annual turnover is over £44 million and annual balance sheet total in excess of £38 million, and the organisation has 250 or more members of staff

The organisation does not meet any of these conditions, but belongs to a corporate group containing an organisation that does meet these conditions

[Save and continue](#)

Reporting obligation

Are the organisations in this notification responsible for any energy under ESOS?

Yes, the organisation is responsible for energy

Yes, the organisation is responsible for energy, but used less than 40,000 kWh of energy in the reference period

No, the organisation has no energy responsibility and the total energy consumption is zero

[Save and continue](#)

Reporting obligation

Enter a breakdown of the total energy consumption covered by each compliance route in this notification

ISO 50001 %

Display Energy Certificate (DECs) %

Green Deal Assessment %

Energy audits that are compliant with ESOS %

Energy use not covered by any compliance route
If more than 5% of energy use is not covered by any compliance route, the organisation is not fully compliant with ESOS. %

Total
The sum of the above percentages must equal 100%

100%

[Help me answer this question](#)

[Save and continue](#)

- After starting a notification of compliance, participants must complete the 'Reporting Obligation' section.
- Once the Reporting Obligation section is completed, the other sections of the notification of compliance become available to complete.



Overview of all other compliance sections

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) NOT STARTED

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

Once the Reporting Obligation section is completed, the other sections of the notification of compliance become available to complete.



Adding information on Organisation Structure

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

Information on organisation structure can be added to the system manually or by uploading a CSV file.

The system includes the option to upload a corporate group structure chart.

Organisation structure

Add information on the organisations complying as one participant in the responsible undertaking's notification for its corporate group

Add details of undertakings that either:

- comprise the participant for the purposes of this notification; or
- ceased to be a member of the highest parent group or participant since the qualification date but which have agreed to comply as if they were still a member.

We have already added the organisation making this notification.

[Help me answer this question](#)

[Add organisation](#) [Upload a file instead](#)

Organisations added

Organisation	Co-parent organisation included	Parent of this RU	Subsidiary of this RU	Franchisee	Ceased to be part of group
Test Organisation					Change
RU					
Show activity codes					

Do you also wish to provide a corporate group structure chart or other information setting out the relationship between the RU and relevant undertakings complying with the scheme as one participant?

The relevant file must be uploaded under the notes area

Yes No

[Save and continue](#)

[Return to: Submit Phase 3 notification](#)



Account Overview

Test Organisation Live

Start a new task

Test Organisation Live

Start a new task

Test Organisation Live

Start a new task

Details Phases Users and contacts Workflow history Notes

Organisation details

Is the UK organisation registered at Companies House? No

Organisation name Test Organisation [Change](#)

Activity codes Classification type: SIC Codes: 78978 [Change](#)

Address 2 2 [Change](#)

Town or city Town2 [Change](#)

County County2 [Change](#)

Postcode PP11PP [Change](#)

Location of registered office or principal place of activity England

Details Phases Users and contacts Workflow history Notes

Phases

Phase 3

[Phase 3 notification of compliance](#) IN PROGRESS

Details Phases Users and contacts Workflow history Notes

Users and contacts

Add a new user

Restricted user

[Learn more about user types, roles and permissions](#)

Name	User type	Contact type	Account status
AL Test user	Advanced user	Primary contact	Active

Test Organisation Live

Start a new task

Details Phases Users and contacts Workflow history Notes

Workflow history

[ACC000046 Account Creation](#) APPROVED
Created: 18 Apr 2024



Test Organisation Live

Start a new task

Details Phases Users and contacts Workflow history Notes

Notes

Uploaded the organisation Strucutre [Edit](#) [Delete](#)

[Organisation_Structure_Template\(7\).xlsx](#)
[Organisation Chart ESOS.pdf](#)

AL Test user, 18 Apr 2024, 4:32pm



Adding ESOS Energy Audits

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

Compliance route

Add an energy audit

If you have carried out more than one energy audit, they must relate to different areas of energy consumption.

For each energy audit, include how many sites have been visited, and the reasons that they are representative of how energy is used by the assets and activities during the audit period.

[Add energy audit](#)

Energy audits added

#	Description	Number of sites covered	Number of sites visited	Reason	
1	AL AL	200	100	AL AL Number of sites visited 100 Reason why are the sites visited for the energy audit considered to be representative of how energy is used by the assets and activities covered by the energy audit during the period covered by the audit	Change Remove

[Save and continue](#)

Details of ESOS energy audits can be added to the system

Compliance route

Enter the energy audit details

Explain where the audit took place and what was covered

AL AL

Number of sites covered by the audit (optional)

200

Number of sites visited

100

Reason why are the sites visited for the energy audit considered to be representative of how energy is used by the assets and activities covered by the energy audit during the period covered by the audit

AL AL Number of sites visited 100
Reason why are the sites visited for the energy audit considered to be representative of how energy is used by the assets and activities covered by the energy audit during the period covered by the audit

[Save and continue](#)



Adding Energy Consumption data

Total and significant energy consumption data can be added in the system

Submit Phase 3 notification

Assigned to: AL Test user

Send for review Submit to regulator

Reporting obligation

Reporting obligation COMPLETED

Organisation details

Responsible undertaking NOT STARTED

Contact persons NOT STARTED

Organisation structure NOT STARTED

Information on energy use

Compliance route NOT STARTED

Energy consumption NOT STARTED

Energy savings opportunities NOT STARTED

Alternative routes to compliance NOT STARTED

Energy savings achieved NOT STARTED

Energy assessment contact

Assessment personnel NOT STARTED

Previous compliance periods

Second compliance period NOT STARTED

First compliance period NOT STARTED

Confirmation

Responsible officer confirmation NOT STARTED

Energy consumption

What is the total energy consumption in kWh for the reference period?

Where reasonably practicable, you must use verifiable data to identify the division of total energy consumption into different organisational purposes. If verifiable data is unavailable, you may use an estimation method.

Buildings

0 kWh

Transport

0 kWh

Industrial Processes

0 kWh

Other processes

0 kWh

Total
0 kWh

Save and continue

Energy consumption

What is the significant energy consumption in kWh?

Assets held, or activities carried out, by your organisation should account for at least 95% of your total energy consumption.

Where reasonably practicable, you must use verifiable data to identify the division of significant energy consumption into different organisational purposes. If verifiable data is unavailable, you may use an estimation method.

Buildings

0 kWh

Transport

0 kWh

Industrial Processes

0 kWh

Other processes

0 kWh

Total
0 kWh

Save and continue



Energy Intensity Ratios (EIRs)

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

An energy intensity ratio is energy use in kWh divided by a quantifiable factor associated with assets or activities

Energy consumption in kWh

Indicator of activity

To calculate energy intensity ratios, participants must:

- 1) Calculate total energy consumption and significant energy consumption where applicable
- 2) Identify which areas of total or significant energy consumption relate to buildings, transport, industrial processes and other energy uses (known as 'organisational purposes')
- 3) Calculate a ratio for each organisational purpose

The indicators of activity used to calculate EIR are not set out in legislation. Some indicators are recommended in the guidance, but participants and lead assessors can use different indicators if they wish.

Participants will not be penalised for using estimated data if actual data is not available. Participants should keep records in the evidence pack explaining why an estimate was used and the approach taken.

The intensity ratio for ESOS is different to the one produced for SECR. The ESOS intensity ratio relates to energy use, whilst the SECR intensity ratio relates to emissions.



Energy Intensity Ratios (EIRs)

Submit Phase 3 notification

Assigned to: AL Test user

Send for review Submit to regulator

Reporting obligation

Reporting obligation COMPLETED

Organisation details

Responsible undertaking NOT STARTED

Contact persons NOT STARTED

Organisation structure NOT STARTED

Information on energy use

Compliance route NOT STARTED

Energy consumption NOT STARTED

Energy savings opportunities NOT STARTED

Alternative routes to compliance NOT STARTED

Energy savings achieved NOT STARTED

Energy assessment contact

Assessment personnel NOT STARTED

Previous compliance periods

Second compliance period NOT STARTED

First compliance period NOT STARTED

Confirmation

Responsible officer confirmation NOT STARTED

The minimum requirement for compliance with legislation is that a participant provides **a single energy intensity ratio for each of buildings, transport, industrial processes and other energy uses**, where the participant uses energy for these purposes.

- There is no requirement to provide an energy intensity ratio for an organisational purpose that energy is not used for.

Energy intensity ratios must be produced to cover the whole of an organisation's total or significant energy use.

- If significant energy consumption has been calculated, energy intensity ratios should cover significant energy use. Otherwise, they should cover total energy use.
- If an asset or activity has been excluded under de minimis, the energy intensity ratios should not include data relating to that asset or activity.



Energy Intensity Ratios - Buildings

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

Buildings are **not defined** in ESOS legislation, so lead assessors and participants should use best judgement.

In general, building means a roofed construction having walls, and energy that is used within buildings should be considered building energy use, unless it is for an industrial process. Building energy use includes energy for buildings services, such as HVAC, lighting, lifts, security etc, and activities commonly carried out in buildings for non-industrial purposes, e.g. IT, cooking, refrigeration, vending machines, small power, entertainment. It would also include commercial energy uses which are non-industrial and are commonly carried out in buildings e.g. swimming pools, leisure, catering.

This indicative list of energy use associated with buildings can be found in Annex C of PAS 51215:2014. This list has kindly been provided by BSI. Permission to reproduce extracts from British Standards is granted by BSI Standards Limited (BSI). No other use of this material is permitted. British Standards can be obtained from BSI Knowledge knowledge.bsigroup.com

ESOS guidance recommends use of gross internal area (GIA) for calculating building floor area, following the approach used in building regulations and energy performance certificates. Participants can use a different approach.

There is no standardised method to calculate how well utilised a building is. Participants can use an adjustment if they wish, as long as it is explained in the evidence pack.



Energy Intensity Ratios - Transport

Submit Phase 3 notification

Assigned to: ALTest user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

'Energy consumed for the purposes of transport' is defined within the ESOS regulations and set out in section 4.3.4 of the guidance.

Energy used by a road going vehicle, a vessel, an aircraft or a train:

- 'Road going vehicle' means any vehicle:
 - in respect of which a vehicle licence is required under the Vehicle Excise and Registration Act 1994, or
 - which is an exempt vehicle under that Act
- 'Vessel' means any boat or ship which is self-propelled and operates in or under water
- 'Aircraft' means a self-propelled machine that can move through the air other than against the earth's surface
- 'Train' has the meaning given in section 83 of the Railways Act 1993

Forklifts that never go on public roads are not categorised as vehicles under ESOS regulations and should be categorised as 'other energy use'.

Participants can provide separate energy intensity ratios for freight and passenger transport.

It may be difficult to break down data into transport categories, for example, whether data is based on passengers or mileage. Participants can use information available on types of vehicles they own and typical operating patterns to estimate the split between passenger and goods movement.

Where participants don't have data on mileage, tonnes, persons or journeys, participants should identify what data they do and use this to calculate estimates. They can use an alternative method as long as the approach used is justified in the evidence pack and the calculations and data used are recorded.



Energy Intensity Ratios - Industrial Process

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

Industrial processes are **not defined** in ESOS legislation, so lead assessors and participants should use best judgement.

In general, industrial processes may involve the extraction, growth, refining, processing, production, manufacture or preparation of materials, plants, livestock, animal products, food or other products with a view to their commercial use. Whether a process is carried out inside a building or not does not determine whether it is an industrial process.

This indicative list of energy use associated with industrial processes can be found in Annex C of PAS 51215:2014. This list has kindly been provided by BSI. Permission to reproduce extracts from British Standards is granted by BSI Standards Limited (BSI). No other use of this material is permitted. British Standards can be obtained from BSI Knowledge knowledge.bsigroup.com

Where there are many different processes, the guidance recommends that participants produce one ratio across the whole of industrial process energy use. However, participants can provide more than one industrial energy intensity ratio if they wish.

Where the examples in the guidance are not appropriate, participants can use an alternative method which is appropriate to the organisational purpose for which energy is used. The method used and rationale should be documented in the evidence pack.

It may not be possible to separate energy use between a building and the industrial processes that take place within the building, due to lack of submetering or the building having only one electricity or gas supply. Participants should use whatever data they have on energy used by building services and/or the energy used by the industrial processes to estimate the approximate split for any given supply point which supplies more than one organisational purpose.



Energy Intensity Ratios - Other Energy Use

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

‘Other energy use’ is defined in ESOS legislation.

It is defined in relation to energy that does not fall under buildings, transport or industrial processes.

In practice this means it covers energy use that meets all the following criteria:

- Does not take place within a building and is not used to provide energy for a specific building
- Does not relate to energy used by a road going vehicle, a vessel, an aircraft or a train
- Does not relate to an industrial process



Adding Energy Intensity Ratios

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

The minimum requirement for compliance with legislation is that a participant provides a single energy intensity ratio for each of organisational purpose, where the participant uses energy for these purposes.

Participants can provide additional energy intensity ratios for each of buildings, transport, industrial processes and other energy uses. This can be used to provide more granular energy intensity ratios if the participant considers that this is appropriate, but it is not required.

Participants can provide a justification of the approach used to calculating energy intensity ratios.

Energy intensity ratios for your significant energy consumption

You must provide at least one energy intensity ratio for each organisational purpose where you are responsible for energy used.

When calculating energy intensity ratios you can:

- use indicators of activity that you consider adequately reflect your organisation's activities. You may choose from indicators recommended in the guidance at section 6 on complying with ESOS (and summarised below under each organisational purpose heading), or you are free to decide on different ones.
- use the number of energy intensity ratios that you consider appropriate to reflect your organisation's activities. Multiple activities can potentially be represented by a single energy intensity ratio or, if more detail is appropriate, by multiple energy intensity ratios.

▶ [How to calculate energy intensity ratios](#)

Buildings:

The recommended indicator of activity is kWh per m2 of floor area.

Energy intensity ratio	Indicator of activity
<input type="text"/>	kWh per <input type="text"/>

[Add another intensity ratio](#)

Additional context about the intensity ratio calculations (optional)



Alternative routes to compliance

Submit Phase 3 notification
Assigned to: AL Test user

Send for review Submit to regulator

Reporting obligation
Reporting obligation COMPLETED

Organisation details
Responsible undertaking NOT STARTED
Contact persons NOT STARTED
Organisation structure NOT STARTED

Information on energy use
Compliance route NOT STARTED
Energy consumption NOT STARTED
Energy savings opportunities NOT STARTED
Alternative routes to compliance NOT STARTED
Energy savings achieved NOT STARTED

Energy assessment contact
Assessment personnel NOT STARTED

Previous compliance periods
Second compliance period NOT STARTED
First compliance period NOT STARTED

Confirmation
Responsible officer confirmation NOT STARTED



You do not require a lead assessor to comply with ESOS.

You need to complete an ESOS report, but with fewer requirements than other compliance routes (next slide)

The proportion of the total energy consumption covered by GDAs, DEC's, and energy audits needs to be determined:

- If they cover at least 95% of total energy consumption, no further compliance routes are needed.
- If they cover less than 95% of total energy consumption, additional routes to ESOS compliance need to be taken.

In most cases, a lead assessor needs to review your compliance.

You need to complete a full ESOS report (section 10.2 and appendix A2 of guidance).

For all compliance routes, you need to notify the Environment Agency of compliance and keep an evidence pack.

Certifications or assessments used for compliance must have been issued after 5 December 2019, and be valid until the original (5 Dec 2023) or extended (5 Jun 2024) compliance date.



Alternative routes to compliance – ISO50001

Submit Phase 3 notification

Assigned to: AL Test user

Send for review Submit to regulator

Reporting obligation

Reporting obligation COMPLETED

Organisation details

Responsible undertaking NOT STARTED

Contact persons NOT STARTED

Organisation structure NOT STARTED

Information on energy use

Compliance route NOT STARTED

Energy consumption NOT STARTED

Energy savings opportunities NOT STARTED

Alternative routes to compliance NOT STARTED

Energy savings achieved NOT STARTED

Energy assessment contact

Assessment personnel NOT STARTED

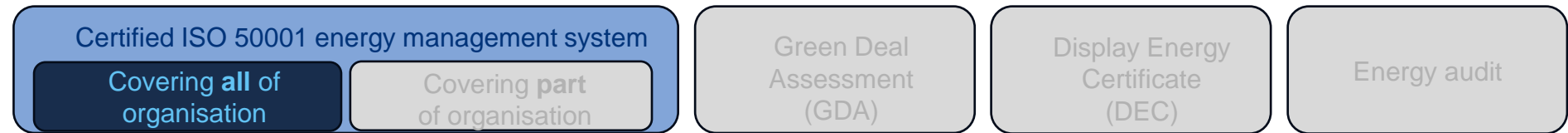
Previous compliance periods

Second compliance period NOT STARTED

First compliance period NOT STARTED

Confirmation

Responsible officer confirmation NOT STARTED



If you have ISO 50001 certification covering all energy supplies, the following information should be included in your ESOS report.

- organisation name, number of companies in the participant group and corporate group structure
- details of the board level director responsible for sign-off and personnel involved in completing the assessment and/or the report
- total energy consumption in kWh, subtotals of total energy consumption by organisational purpose, energy intensity ratios for each relevant organisational purpose
- documented information maintained under section 7.5 of ISO 50001 which:
 - demonstrates 100% total energy consumption is covered by your ISO 50001 energy management system
 - sets out the outcomes of any performance evaluations under section 9 of ISO50001 and/or any other records which identify improvements in energy spend or energy consumption and what actions the organisation took
 - sets out any opportunities for improving energy performance identified through energy reviews and potential improvements in energy spend or energy consumption that could be achieved by implementing identified opportunities

You may choose to also include additional information where you consider this relevant.

See section 10.1 and appendix A1 of guidance for full details.



Adding alternative routes to compliance

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

The breakdown of total energy consumption covered by each compliance route is requested in the 'Reporting Obligation' section of the system.

Details of ESOS audits are added in the 'Compliance Route' section.

The 'Alternative routes to compliance' section of the system allows participants to enter the details of their ISO50001, Green Deal Assessments and Display Energy Certificates, if used.

Reporting obligation

Enter a breakdown of the total energy consumption covered by each compliance route in this notification

ISO 50001

%

Display Energy Certificate (DECs)

%

Green Deal Assessment

%

Energy audits that are compliant with ESOS

%

Energy use not covered by any compliance route

If more than 5% of energy use is not covered by any compliance route, the organisation is not fully compliant with ESOS.

%

Total

The sum of the above percentages must equal 100%

100%

[Help me answer this question](#)

[Save and continue](#)

Alternative routes to compliance

Provide details of your ISO 50001 certificate (optional)

For the third ESOS compliance period, the certificate must remain valid on either:

- the original compliance date of 5 December 2023
- the new compliance date of 5 June 2024

Certificate number

This can be found at the top of your certificate

Valid from

For example, 27 3 2023.

This can be found after the "Scope" section on your certificate.

Day Month Year

Valid until

For example, 27 3 2023.

This can be found after the "Scope" section on your certificate.

Day Month Year

[Save and continue](#)

[Return to: Submit Phase 3 notification](#)



Historic information from phases 1 and 2

Submit Phase 3 notification

Assigned to: AL Test user

[Send for review](#) [Submit to regulator](#)

Reporting obligation

[Reporting obligation](#) COMPLETED

Organisation details

[Responsible undertaking](#) NOT STARTED

[Contact persons](#) NOT STARTED

[Organisation structure](#) NOT STARTED

Information on energy use

[Compliance route](#) NOT STARTED

[Energy consumption](#) NOT STARTED

[Energy savings opportunities](#) NOT STARTED

[Alternative routes to compliance](#) NOT STARTED

[Energy savings achieved](#) NOT STARTED

Energy assessment contact

[Assessment personnel](#) NOT STARTED

Previous compliance periods

[Second compliance period](#) NOT STARTED

[First compliance period](#) NOT STARTED

Confirmation

[Responsible officer confirmation](#) NOT STARTED

There is an option in the system to provide historical information from the first and second compliance periods.

Providing information from phase 1 and 2 is voluntary.

Where available, the information helps to provide an understanding of the energy efficiency journey taken by businesses and the savings from previous investments.

Second compliance period

Do you want to provide historical information about compliance with the scheme during the second compliance period?

The second compliance period lasted from 6 December 2015 to 5 December 2019.

Providing this information is optional, and would support the government to analyse the impact of the scheme.

You do not need to give this information in order to comply with the ESOS requirements.

Yes

No

or

Skip question

[Save and continue](#)

Second compliance period

What was the organisational energy consumption in kWh for the second period? (optional)

The second compliance period lasted from 6 December 2015 to 5 December 2019.

kWh

[Save and continue](#)

[Return to: Submit Phase 3 notification](#)



Additional queries on digital system

Several questions on specific digital queries were submitted ahead of today's webinar.

Do lead assessors have to register on the digital system?

Yes, all users need to be registered on the digital system. We encourage lead assessors to ask their clients to set up organisational accounts first and then invite the lead assessor as an additional user.

Can lead assessors who are set up on their client's account as a Restricted User provide compliance information in the system on the client's behalf?

Yes, lead assessors who are set up as restricted users can add compliance information into the system. However, restricted users cannot submit the notification.

As a lead assessor, why have some of my clients not appeared on my MESOS account?

This is because the new users have not been activated. The primary contact must change the new user to 'active' in the system. A detailed explanation of how to do this is provided in the guidance, which is available on YouTube here: <https://www.youtube.com/watch?v=ULxRyzyaX8A>. This link was also shared in the EA's April newsletter.

What do I do if I'm struggling to get through the two-factor authentication?

If you are having a persistent issue with getting through the two-factor authentication, another advanced user on the account can reset the two-factor authentication for you. Alternatively, please contact the helpdesk for further support.



Public disclosure of compliance information

Previously the Environment Agency published a list of which undertakings complied with ESOS in Phases 1 and 2, and part of the SmartSurvey responses from these phases. This is available at <https://www.data.gov.uk/dataset/15eb8228-32e4-40e1-b722-b2efe571edd3/energy-savings-opportunity-scheme>

In addition to the previous requirements, the Environment Agency will publish some information received from participants for phase 3, including:

- Energy consumption data, including energy intensity ratios
- Estimates of energy savings achieved
- Action plans
- Progress updates

Details on the information that will be published is set out in Appendix B of the online guidance on complying with ESOS, on gov.uk:

<https://www.gov.uk/government/publications/comply-with-the-energy-savings-opportunity-scheme-esos>



Action Plans

Participants are required to set an action plan for future energy saving measures. The action plan must include:

- What participants intend to do to reduce energy consumption, and when they intend to do it
- Whether this was a recommendation from an ESOS assessment
- Projected savings and how these were estimated

The action plan must be submitted by 5 December 2024, to cover from 6 December 2023 to 5 December 2027.

Annual Progress Updates

Participants are required to provide an annual progress report about progress against action plans. The progress update must include:

- Which energy saving actions participants completed
- Estimated savings from the completed actions

The deadline for the first progress update is 5 December 2025, and for the second progress update is 5 December 2026.

Action plans and progress reports must be submitted, even if no action is to be taken. If action plans or progress reports are not submitted, the Environment Agency will publish that you do not intend to carry out any energy saving action.

Action plans and progress reports do not require sign off from a lead assessor. A responsible officer needs to have seen and considered the action plans, and be satisfied that the action plan has been produced in accordance with the ESOS regulations. Usually this would be a director.

Currently exploring options for how participants will add action plans to the system, and how a template could support this.

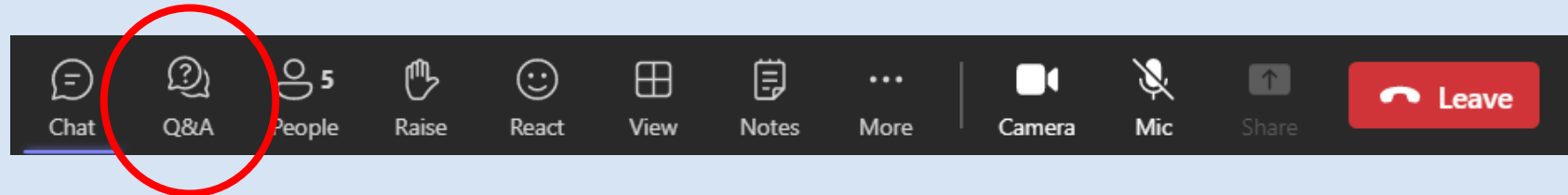




Q&A and Future Engagement

Q&A

Please use the Q&A function at the top of the Teams window to submit your questions.



Future engagement

Contact the **Environment Agency helpdesk** at esos@environment-agency.gov.uk to:

- Join the ESOS mailing list
- Ask any further questions on ESOS guidance or how the legislation is applied

For specific queries related to ESOS digital system please send your questions and comments to esos-it@environment-agency.gov.uk

Contact the **Department for Energy Security and Net Zero (DESNZ)** at businessenergyuse@energysecurity.gov.uk to:

- Ask any further questions on the ESOS notification system



Please note that the slides and webinar recording are for presentational purposes only and participants should refer to the ESOS legislation for full compliance information.