

Appendix-B

Guidelines for Detailed Energy Audit of SMEs/ Commercial Buildings

1. Objective

The objective of detailed energy audit is to identify areas where excess energy consumption or wastage or losses of energy is taking place in industries, buildings, etc. It involves measuring the actual energy consumption of various electrical and thermal equipment/s, utilities used in industry, buildings etc., comparing it with minimum energy required to undertake the process and establishing technically and economically feasible means to achieve the same, suggest energy efficient ways to optimize the energy consumption leading to energy savings as well as monetary savings in the electricity bills.

2. Scope

The target is to carry out 20 detailed energy audit out of 100 walk-through energy audited SMEs and Commercial buildings having connected load of greater than 100 kW or contract demand of 120 kVA, followed by the implementation of energy conservation and energy efficiency measures suggested in the energy audit report.

3. Terms & Conditions

- It is applicable to SMEs and Commercial buildings having connected load of greater than 100 kW or contract demand of 120 kVA.
- It is not applicable to “Designated Consumers” (DCs).
- The Consumer should conduct the detailed energy audit through PEDA empanelled energy auditors / energy auditing firms only.
- Prior approval from PEDA is required by PEDA empanelled Energy Auditors / Energy Auditing Firms for carrying out detailed energy audit.
- The maximum amount shall be limited to Rs. 50,000/- or 50% percent of the total energy audit cost (excluding taxes), whichever is less. The amount will be released in two parts. The first installment of 50% will be released after the acceptance of energy audit report and the remaining 50% will be released after the 50% implementation of energy audit report suggested by the energy auditor and on receipt of 50% implementation certificate duly certified by PEDA.
- The hard copy and soft copy of final detailed energy audit report along with all other documents must be reached at PEDA office, Chandigarh on or before date fixed by PEDA.



- Any unit which has already availed financial assistance from any government organization to carry out detailed energy audit during the past 3 years will not be eligible for this assistance.
- The final energy audit report along all other documents must be reached at PEDA office on or before date fixed by PEDA.

4. Implementation Methodology and details required

- The guidelines for detailed energy audit will be uploaded on the PEDA website.
- The request for claiming amount under Detailed Energy Audit is as per **Annexure-I**.
- The certificate and undertaking by SME/ building representative regarding the implementation of 50% of energy audit report recommendations suggested by the energy auditor should be submitted to PEDA as per **Annexure-II**.
- The PEDA empanelled energy auditors / energy auditing firms will prepare and submit one copy of final detailed energy audit report to PEDA and one copy to SMEs / building.
- Copy of the work order for conducting detailed energy audit.
- Copy of the signatory certified total energy audit bill/Invoice.



Punjab Energy Development Agency - Chandigarh

Request for claiming the amount by Energy Auditor/ Energy Auditing Firm under “Detailed Energy Audit”

1	Name of the Organization	
2	Address for Communication with Phone No, Email id:	
3	Consumer No.	
4	Nature of activity/Business. (SME/ Building)	
5	Energy audit last conducted	
6	Name of the Energy Manager	
7	Present Energy Audit details	
7.a	Name of the Energy Auditor/ Energy Auditing firm	
7.b	Date of detailed energy audit	
7.c	Work Order details	
7.d	Total energy audit fee (Excluding taxes)	
7.e	Energy Auditor’s Invoice/bill details	
7.f	Amount claimed	
8	Authorized signatory of the Energy Auditor/ Energy Auditing firm Sign: Name: Designation: Place: Date:	Seal



Certificate and Undertaking by the Consumer:

It is certified that the detailed energy audit of my industrial unit/building has been carried out by M/s. _____ and I, _____ (Name), _____ (Designation), _____ (Units Name) hereby giving undertaking that 50% of the energy audit report recommendations has been implemented by the industrial unit/ building as suggested by the energy auditor.

Date:

Signature and seal of SME/Building owner