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EMSD/EEO/BC/38 Pt.1

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18 March 2013

To: Recipients of BEEO Technical Circulars

Dear Sirs/ Madams,

The Buildings Energy Efficiency Ordinance (Cap 610)
Technical Circular No.1/2013
Launch of Technical Guidelines on Energy Audit Code, Revised
Forms and New Template for Energy Audit

The “Technical Guidelines on Code of Practice for Building Energy Audit”, TG-EAC in short, which serves to assist Registered Energy Assessors (REAs) in understanding the technical requirements of the Code of Practice for Building Energy Audit (EAC) against the legislative background of the Buildings Energy Efficiency Ordinance (Cap 610) (BEEO), has been uploaded to the BEEO web-site (<http://www.beeo.emsd.gov.hk>). The TG-EAC in particular provides detailed descriptions on the issuance of forms and report in energy audit.

For purpose of better analysis of building’s technical and operation characteristics, the following revised forms that could assist the REAs while collating the information in carrying out energy audit under the BEEO have been uploaded to the BEEO web-site.

- i) Specified form “EE5(V.1)” – Energy Audit Form
- ii) Technical form “EE-EA(V.1)” – Energy Audit Checklist for EAC
- iii) Technical form “EE-EAes(V.1)” – Executive Summary of Energy Audit Report for EAC

The revised forms supersede the earlier version. All REAs are required to submit the revised forms with effect from 1 May 2013. Nevertheless, the use of these revised forms before 1 May 2013 is acceptable.

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In addition, a new template "AIT1" titled "Additional Information to Executive Summary of Energy Audit Report – Template 1" has also been uploaded to the BEEO web-site. REAs may find the structured formats in the template useful for information collation and subsequent retrieval for the assessment of energy management opportunities. The Electrical and Mechanical Services Department encourages the use of the template (as described in clause 8.5 of TG-EAC), which however is not a mandatory requirement.

For queries, please feel free to e-mail to us at mbec@emsd.gov.hk.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'K.C. Mak', with a large, stylized initial 'K'.

(K.C. MAK)

For Director of Electrical and Mechanical Services