

# Business Energy Upgrades Scheme

## Contractor Info Form – BMS Optimisation

### Introduction

This form has been compiled to assist you as the Nominated Company/Contractor to ensure you are aware, have the ability and agree to comply with the minimum requirements of the Business Energy Upgrades Scheme for the above measure.

### Minimum requirements

The minimum requirements of the scheme are also outlined. Ensure you are satisfied you and your associated installer can commit to all requirements prior to accepting your nomination. Failure to achieve any of these requirements will cause a cancellation of your clients grant offer.

### Eligible existing system

#### Existing BMS Wired

Existing BMS system based on a DDC system

### Specialist requirements

#### Min. Qualifications

BMS specialist with experience working as certified BMS integrator for system installed.

### Technical requirements

#### BMS Optimisation Report

Must complete all sections of the SEAI BMS Optimisation Report Template

Ensure you perform pre-survey meeting with applicant to underside system requirements

Ensure you perform post-meeting with applicant to outline recommendations and to seek approval for immediate implementation of same

Outline existing faults and potential upgrades as part of post meeting and impact of same

## Payment documentation

**All completion documentation must be uploaded by your client for review and sign off prior to release of grant payment.**

**Failure by you to provide a full and compliant set of all documentation to them in a timely could cause a cancellation of their grant offer.**

### Documentation

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BMS Report (SEAI BMS Optimisation Report Template)

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Ancillary Attachments (Graphics as required)

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## Company & installer registration

**We do not require an applicant to select a company from a register. This allows applicants to use their preferred company to complete the works and allows more of the supply chain to participate in the scheme.**

**However, in order to monitor quality within the supply chain for the scheme we do require that all companies and their associated installers carry out a registration process the first time they are nominated under the scheme. This is a simple process and you do not have to be registered to commence the works but rather before your client makes an application for payment.**

**Please note as part of the registration you can decide whether you wish to be on the published register of companies and installers or not. If you opt out of this list, you will remain in the application portal in case you want certain clients to select you on future applications. If you decide to remain visible on the register you will be exposed to a strong line of prospects through the scheme.**

**It is important that prior to commencing the works you and your associated installer download the registration forms for your respective roles and satisfy yourselves you can comply with all Terms and Conditions outlined therein.**

**Please follow the link below to complete the simple Business Energy Upgrades registration process, if this is your first involvement with the scheme. You can register for a number of measures through in a single application once you possess all the relevant requirements:**

<https://www.seai.ie/register-with-seai/>