The Support Scheme for Renewable Heat

Tariff Scheme

Annual Declaration of Compliance with Biomass Boilers

November 2021 Edition (Version 3)

**ANNUAL BIOMASS BOILER DECLARATION OF COMPLIANCE**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[[1]](#footnote-1), in my capacity as **Director/Partner/Principal** of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[[2]](#footnote-2) (hereinafter called the “**Applicant**”). The term Applicant shall refer to a sole trader or an individual in the event that the applicant is a sole trader or an individual).

Capitalised terms will have the meaning assigned in the Tariff Scheme Operating Rules and Guidelines (the “**TSORG**”), unless the context provides otherwise.

I hereby declare that the information and particulars in this declaration and all associated attachments are truthful, accurate and complete to the best of my knowledge, information and belief. I confirm as follows:

1. I have, prior to making this declaration:
   1. made all appropriate enquiries into the business affairs and the operation of the Applicant;
   2. reviewed and considered the ongoing obligations detailed in the Terms and Conditions, the TSORG and the Tariff Agreement applicable to the Applicant.
2. I confirm the following information on behalf of the Applicant for the purposes of making this declaration:
   1. type of Installation[[3]](#footnote-3) (the “**Eligible Installation**):

**\_\_\_\_\_\_\_Biomass\_\_\_\_\_\_\_**

* 1. period of the declaration[[4]](#footnote-4) (known as the “**Declaration Period**”):

From (Date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To (Date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. meters readings for the Declaration Period:

|  |  |  |
| --- | --- | --- |
|  | Date | **Combined Eligible kWhr -** Meter Reading[[5]](#footnote-5) |
| **Q1.** Starting meter reading (i.e. the first quarter meter reading) |  |  |
| **Q2.** Second quarter meter reading |  |  |
| **Q3.** Third quarter meter reading |  |  |
| **Q4.** Closing meter reading (i.e. the fourth quarter meter reading) |  |  |

* 1. efficient heat use for Declaration Period:

|  |  |  |
| --- | --- | --- |
|  | Value | Units |
| Total eligible heat claimed (i.e. the total of the four quarters at c. above) |  | kWh |
| Heat use (e.g. production output, area heated or other benchmark unit) |  | As used in original application e.g. number of units produced, weight of units produced, area of space heated, etc. |
| Operating ratio (e.g. heat per unit output or unit area) |  | kW per unit |

1. I confirm that the Applicant has complied with the ongoing obligations detailed in the Terms and Conditions, the TSORG and the Tariff Agreement, and in particular, the Applicant confirms that:
   1. he/she/it and the Eligible Installation continue to meet the Eligibility Criteria detailed in the TSORG;
   2. it remains an Eligible Applicant as described in the TSORG, and in particular continues to be the legal owner of the Eligible Installation;
   3. the Eligible Heat continues to qualify for the purposes of the Tariff Scheme, by being both Useful Heat and heat used for an Eligible Purpose(s);
   4. it has recorded, retained and stored all records and documents required to demonstrate that the fuel purchased and used by the Applicant for the Eligible Installation has at all times during the Declaration Period complied with the quality, the sustainability requirements and the standards contained in the:
2. Tariff Scheme as detailed in the TSORG;
3. Manufacturers’ and suppliers’ specification(s) and operating guidelines; and
4. Regulations and statutory instruments;
   1. it has submitted true and accurate meter readings at frequencies required by SEAI for the Declaration Period, including the quarterly meter readings required to be submitted by SEAI as part of the Payment Cycle;
   2. all meter(s) related to the Eligible Installation are in good working order, continue to operate as required under the Scheme and as notified to SEAI, and remain in the same location(s) in the Eligible Installation as at the Commencement Date;
   3. it has complied with any requests for information and periodic inspection(s) directed by SEAI;
   4. it has recorded, retained and stored all records and documents required to demonstrate compliance with the sustainability obligations and underlying legislation contained in the TSORG, including the Air Quality Standards.

In this regard, I respond, on behalf of the Applicant, as follows:

1. is the Medium Combustion Plant Directive 2015/2193 applicable to the Applicant? **Yes/No**. If yes, please confirm the following:

* the size of the MCP;
* is the MCP a new[[6]](#footnote-6) or existing plant? If new, has the MCP been registered with the EPA? If existing, when will the MCP be due to be registered with the EPA? Further, and if existing, are emissions being monitored to determine whether specific measures will be required to achieve compliance.
* detail the date of the last periodic emissions measurement and the date of the next periodic emissions measurement.

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1. is the heat generating site licenced with the Environmental Protection Agency? **Yes/No**. If yes, please provide the date of the last registration and the period of the registration.

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1. if applicable, please confirm the date that the last Annual Environmental Report was issued to the EPA.

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* 1. it has recorded, retained and stored all records and documents required to demonstrate that it maintained the Eligible Installation in line with the manufacturer’s and supplier’s guidelines and that the Eligible Installation is in good working order and has not been replaced or modified. In this regard, I respond, on behalf of the Applicant, as follows:

1. please confirm the date of the last service of the Eligible Installation:

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1. please confirm the date that the next service of the Eligible Installation is due.

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1. # if the Eligible Installation received a service during the Declaration Period, please confirm if the signed service documents have been uploaded to the location allocated and specified by SEAI. **Yes/No**.

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1. please confirm if any defects have been identified that would impact on heat use, heat measurement and/or warranty cover? **Yes/No.** If Yes, please provide details below.

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1. please confirm if any meters have been reset, removed or replace. **Yes/No**. If yes, please detail (a) which meters, (b) the date of the rest, removal or replacement and (c) if the Applicant notified SEAI in accordance with the Tariff Scheme Operating Rules and Guidelines.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. please confirm if a calibration of meters was carried out on the Eligible Installation during the Declaration Period. **Yes/No**. If yes, please confirm which meters.

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1. please confirm the date that the next calibration of meters is due in relation to the Eligible Installation.

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* 1. if the Eligible Installation is an HE CHP, has the CRU Certification has remained valid for the Declaration Period? **Yes/No.** If yes, please provide the CRU Certificate Number below:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. if any notices have been served on the Applicant in respect of the Eligible Installation in relation to its operation? **Yes/No**. If notice(s) have been served on the Applicant, please provide details below:

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* 1. during the Declaration period, has there been any change to the Applicant, the Eligible Installation, the metering or the Project (described in the Tariff Agreement), which has not been notified to SEAI in accordance with the Terms and Conditions, the TSORG and the Tariff Agreement? **Yes/No**. If yes, please provide details:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. In giving this declaration, I confirm that I understand that SEAI may at any time at its sole discretion request copies of any records and documents held by the Applicant as evidence of the Applicant’s compliance with the ongoing obligations.
2. I will inform SEAI in writing immediately should I become aware of any material threat of the Applicant and/or the ability of the Applicant to comply with the ongoing obligations detailed in the Terms and Conditions, the TSORG and the Tariff Agreement.
3. I acknowledge that the annual declaration is not intended to be an exhaustive list of my legal and contractual obligations as a grantee on the Tariff Scheme, and as such submission of the annual declaration does not constitute confirmation by SEAI that the Project (described in the Tariff Agreement), is in compliance with the Terms and Conditions, the TSORG, the Tariff Agreement and national or EU law.
4. I understand that any false, fictitious or fraudulent statements knowingly made by me to SEAI may result in the payment of the Tariff being revoked, the Tariff payment(s) previously made to the Applicant becoming repayable and subject to claw back by SEAI.

**# An applicant will be required to confirm its continued solvency in the Annual Declaration. Please upload a signed copy of the “Solvency Declaration” for more information please see section 6.3.3 of the TSORGs.**

**# An applicant will be required to confirm that it continues to have tax clearance in the Annual Declaration. Please upload a copy of your “Tax Clearance Cert” for more information please see section 6.4.3 of the TSORGs.**

**# Each applicant will be required to submit a declaration to SEAI confirming the Establishment of the applicant at the Application Stage and during the Payment Cycle. An applicant will be required to confirm its continued Establishment in the Annual Declaration. Please upload a copy of your “Establishment Declaration” for more information please see section 6.6.3 of the TSORGs.**

**Note: The Annual Declaration must be submitted to SEAI within ten working days of the due date or payment of the Tariff may be impacted. Please see section 26.3.1 of the TSORGs. The Annual Declaration is available on the SEAI website**

***For more detailed information please see*** [***www.seai.ie/publications/Tariff-Scheme-Operating-Rules-and-Guidelines.pdf***](http://www.seai.ie/publications/Tariff-Scheme-Operating-Rules-and-Guidelines.pdf)

**Signature of Declarant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Signature:**                      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Declarant (in block capitals):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Job Title of Declarant (block capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Notes:**

* In circumstances where the Applicant is a body corporate, a director of the Applicant who is duly authorised to make the declaration must complete this declaration. If the Applicant is a sole trader, the sole trader must complete this declaration.
* This declaration must be printed, signed and returned to SEAI by a Director/Partner/Principal of the Applicant to cover a period of one year since the completion of the Project, and every consecutive 12 month period thereafter.
* If you have any queries in relation to completing this declaration, please call SEAI on (01) 2484982 or e-mail your query to [ssrh@seai.ie](mailto:ssrhinspections@seai.ie).

1. Please insert name of the person who is making the declaration. [↑](#footnote-ref-1)
2. Please insert the name of the entity on behalf of whom the declaration is being made. If the applicant is a sole trader or an individual, please insert sole trader or individual in this field. [↑](#footnote-ref-2)
3. Means type of heat generation equipment e.g. biomass boiler, biogas boiler, etc. [↑](#footnote-ref-3)
4. The period of the declaration should align to the applicant’s annual cycle, i.e. the 12 months following the Commencement Date, and every consecutive 12 month period thereafter. [↑](#footnote-ref-4)
5. Meter readings entered should be the single kWh figure submitted for payment purposes during the Payment Cycle. The figure should be a composite or calculated figure if there is more than one meter in the Eligible Installation. [↑](#footnote-ref-5)
6. It will be considered to be a new plant if it is put into operation after 20 December 2019. [↑](#footnote-ref-6)