

Energy Management Information System (EMIS)

Installation-User Manual

Version 2.1



ßE

Important Notes

- 1. User only can key in 3 times wrong password before the account being blocked by the system. If your account being blocked by the system, please contact the System Administrator for further assistance.
- 2. Please check in the junk email folder in your email if the verification email does not go into the inbox
- 3. For installation user, **do not** change the Full Name in the "My Settings" menu to your own name. This field must be the Installation's name not your own name.
- 4. Please refer to the "Guide on Selecting Subsectors and Product Types" when selecting the subsector. If predefined subsector different from the actual subsector, please change it and ensure that the product type produce by the installation is within the subsector (for Industry sector only). If there is no predefined subsector set, please select the subsector based on the Guide on Selecting Subsectors and Product Types. If you think your subsector is not in the Guide on Selecting Subsectors and Product Types, please contact System Administrator.
- 5. If the installation falls under the **industry sector**, please refer to the "Guide on Selecting Subsectors and Product Types" first when choosing the product type. The product type must be related to the subsector (product type must be in the subsector's group) defined in the EMIS as in the guideline.
- 6. If the desired product type as well as Unit of Measure (UOM) for that product are not in the dropdown list, please contact EC Administrator. We will review the request and add the product type or UOM in the registry if necessary.
- 7. For **Commercial & Government sector**, in the variables tab there is already **pre-defined variables** which are **cooling degree days and occupancy**. If the user thinks that these variables does not related to the installation they may deleted it and defined other variables.
- 8. The Efficient Electrical Energy Management Policy, Committee and Objective is compulsory to have as this is mentioned in the Regulations 6 (1) of Efficient Management of Electrical Energy Regulations 2008 (EMEER 2008). Failure to comply with this subregulation means the installation commits an offence under EMEER 2008.
- 9. When fill in the report, for the Energy Saving Measures (ESM) part (List, Summary of Implemented ESM & Proposed ESM) please only include those ESM for that period reported only.
- 10. PDF report generated from EMIS does not need to be sent to EC. Only signed Form A and Form B is sent to EC (hardcopy).
- 11. Baseline year is only available to be selected in PDF Report and Charts if all data for that year is complete one year. For example, year that the data is only from July December will not be available to be selected as baseline year. The data must be completed 12 months then only the year will appear in the selection.
- 12. Regression analysis can only be considered if the R² (Coefficient of Determination) value is equal or greater than 0.75.
- 13. It is responsibility of Installation and REEM user to ensure timely submission of report.

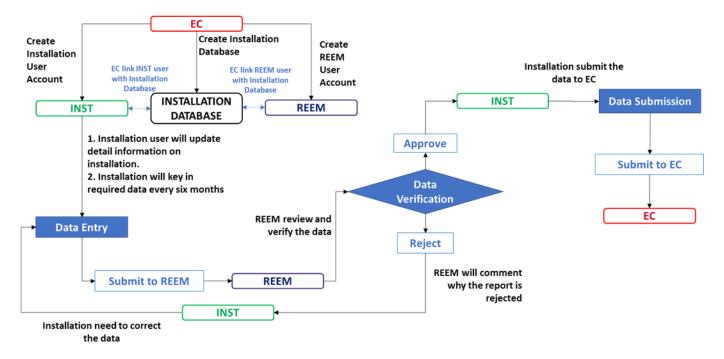
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1. Introduction

1.1 Reporting Flow



Note:

EC: Energy Commission

INST: Installation

REEM: Registered Electrical Energy Manager

1.2 Privileges for Installation User

- i. Viewing analysis for its assigned installations
- ii. Viewing and editing its installations
- iii. Viewing, editing, and submitting reports
- iv. Viewing alerts for its assigned installation
- v. EMIS messaging
- vi. Changing personal settings
 - a. Password
 - b. Name, telephone
 - c. E-mail
- vii. Turning EMIS messages to email on and off

2. Accessing the System

- 1. To access the login page, please type **emis.st.gov.my** in the URL.
- 2. Energy Commission (EC) Administrator will provide the installation with the username and temporary password through the official letter. Only installation that have appoint REEM will be grant an access to the system.

| ABOUT FAQ CONTACT MANUALS - | | |
|---|--|-------|
| | Suruhanjaya Tenaga Energy Commission | |
| | ENERGY MANAGEMENT INFORMATION SYSTEM (EMIS) | |
| | Username : Password : Password Eorgot password | |
| | | |
| Copyright © 2017 of Energy Commission. All Rights Reser | ved. EMIS v3.0.4 | 8 MAL |

- i. About Menu Gives an overview of the EMIS.
- ii. FAQ Menu Gives a list of Frequently Asked Question related to EMIS.
- iii. Contact Menu Gives a contact details of EC Administrator.
- iv. Manuals Menu Contain manuals for:
 - a. Installation user
 - b. Registered Electrical Energy Manager user
 - c. Guide on selecting subsectors and product types

2.1 Login



- 1. Insert the username and temporary password provided by EC Administrator.
- 2. Click Login.

Note:

i. **Maximum number of attempts to log in is three times**. If the user enters a wrong password more than three times, the user will get blocked. The user then need to contact EC Administrator to gain access back to the system. EC Administrator will unblock the user.

2.2 Changing Password

| 🖉 Hello, Demo Insta | allation [demo.inst] | ! You have to chan |
|---------------------|----------------------|--------------------|
| | Chang | e Password |
| | Old Password | •••• |
| 1 | New Password | ••••• |
| | New Password (again) | ••••• |
| | Change Password | |
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1. For the first log-in, a user is required to change the initial password. Please key in the old password and the new desired password.

- i. Password must meet the required complexity criteria:
 - a. Minimum 8 characters
 - b. Characters have to be from at least 2 of the following types
 - Lowercase letters
 - Digits

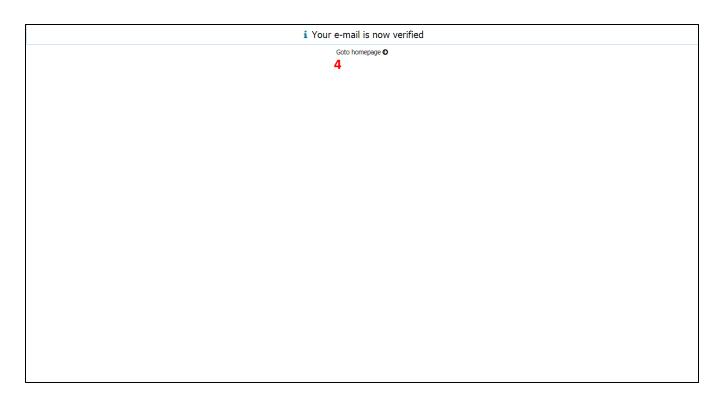
2.3 Email Verification

| HOMEPAGE | Installations | mail REPORTS | LILL CHARTS | ▲ ALERTS | 🖂 O NEW 👻 | 🛎 DEMO.INST 👻 |
|------------|----------------------|--------------|--------------------|--|------------------------------------|---------------|
| -mail emis | admin@st.gov.my | 1 | | Send Verification Email 2 | | |
| 0 | Your e-mail i | is not verif | fied. Plea | e enter/check your e-mail address and click the button above to send instructions. | a verification email, and follow f | further |
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- 1. Please enter your email address.
- 2. Click on Send Verification Email.

| Mon 21.6/2017 9:58 AM | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|
| System Admin EMIS Malaysia <emisadmin@st.gov.my></emisadmin@st.gov.my> | | | | | | | | | | |
| EMIS E-mail Verification | | | | | | | | | | |
| To Ahmad Zuhlini Harun | | | | | | | | | | |
| EMIS | | | | | | | | | | |
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| Please click on the link https://emis.st.gov.my/email-verify.xhtml?t=1ae3cead-81d0-4e4e-a329-4f4bc0645af0 to verify your e-mail address. | | | | | | | | | | |
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3. Check your inbox and opened the email. Click on the link in the email.



4. Your email is now verified. Click Go to Homepage

- i. All menus will be blocked until the verification is completed
- ii. Please check in the junk email folder in your email if the verification email does not go into the inbox.
- iii. Please note that whenever the email address is changed, the new address must be verified.

2.4 Forgot Password

| ABOUT | FAQ | CONTACT | MANUALS - | |
|----------|----------|---------------|--------------------------------|--|
| | | | | |
| | | | | ENERGY MANAGEMENT INFORMATION SYSTEM (EMIS) |
| | | | | Username : Password : Login 1 Forgot password |
| | | | | |
| Copyrigh | it © 201 | 7 of Energy (| Commission, All Rights Reserve | d. Emis v3.0.8 mal |

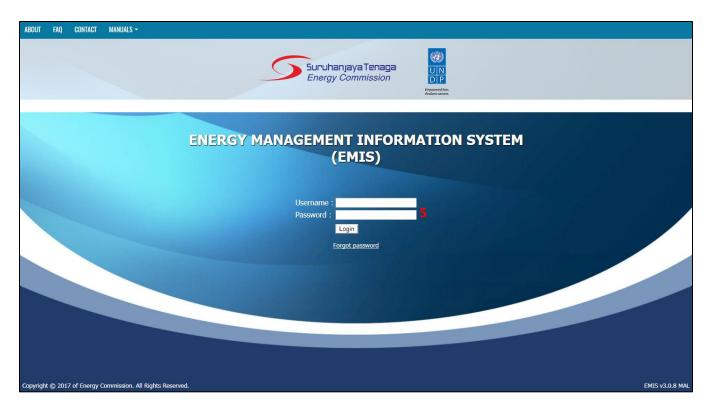
1. At the login page, click on the Forgot Password.

| | Decrywell Decet |
|---|-----------------|
| | Password Reset |
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- 2. Enter the Username and Email Address (email that has been verified with EMIS).
- 3. Click on the Reset Password. An email will be sent to you which contain the temporary password.

| Non 21/8/2017 10:24 AM System Admin EMIS Malaysia <emisadmin@st.gov.my> EMIS Password Reset To Ahmed Zuhlim Harun</emisadmin@st.gov.my> | |
|--|--|
| EMIS | |
| | |
| You just requested a password reset on your EMIS account. Please go to https://emis.st.gov.my and use the following credentials to log-in: | |
| Username: : demo inst Password: : YK9jb6jV 4 | |
| If you did not request this password change, or you do not recognize this activity, please contact your EMIS Administrator! | |
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4. Open the email and please find the temporary password in the email.



5. Login into EMIS using the temporary password provided in the email.

| | Chang | e Password |
|---|----------------------|------------|
| | Old Password | ••••• |
| 6 | New Password | ••••• |
| | New Password (again) | ••••• |
| | Change Password | |
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6. User is required to change the temporary password. Please key in the temporary password and the new desired password (as per section 2.2).

3. Homepage

3.1 Overview



- 1. Statistics of Reports gives an overview of the report submitted by the installation user.
- 2. REEM Profile gives an information of the appointed REEM for the installation.
- 3. Installation tab will direct the user to their installation list.
- 4. Reports tab will direct the user to the list of report submitted.
- 5. Charts tab will direct the user to the analysis section.
- 6. Alerts tab will direct the user to the alerts received by the installation.
- 7. Messages tab will direct the user to the messaging functionality.

3.2 User's Setting

| LINSTALLATIONS HEPORTS | Lui CHARTS 🔺 ALERTS | | | | ™0 NEW - | ♣ DEMO.II |
|-------------------------------|---------------------|------------------------|---------------|---------------------|----------------------------|-----------|
| | | Demo Inst | allation | | ن Log Out | |
| Statistics of R | anorte | | | | | _ |
| Total reports submitted | 0 | REEM Pr | ofile | | | |
| Previous reporting period | 07/2016 - 12/2016 | Name | Demo REEM | | | |
| Date of last submitted report | | Certificate Number | PTE-1234-5678 | | Juick Links | |
| Current reporting period | 01/2017 - 06/2017 | Certificate Expiration | 20/12/2017 | 1111100-1111022-031 | : Demo Installation O | |
| Due date of submission | 30/07/2017 | Email | | Reports overv | iew for the installation O | |
| Next reporting period | 07/2017 - 12/2017 | Telephone | | | | |
| Report overdue days | 22 | | | | | |
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- 1. Go to the user's profile tab.
- 2. Click My Settings.

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| | | | | | | Change Password | | | | |
| | | | | | Old Password | | | | | |
| | | | | 3 | New Password | | | | | |
| | | | | | New Password (again) | | | | | |
| | | | | | Change Password | | | | | |
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| | | | | | General | data R:MAL_INST - 1 | Installation | | | |
| | | | | | Full Name | Demo Installation | | | | |
| | | | | | Telephone | | | | | |
| | | | | 4 | Mobile Phone | | | | | |
| | | | | | Fax | | | | | |
| | | | | | E-Mail | emisadmin@st.gov.n | ny | | | |
| | | | | | Send Messages to e-mail | | | | | |
| | | | | | Save | | | | | |
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| | | | | | Use this data wh Logged in user | en reporting a proble | em with application: demo.inst | | | |
| | | | | | | Current Date and Time | 21/08/2017 10:57:53 | | | |
| | | | | | | rrent Date and Time | 21/08/2017 10:57:54 | | | |
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- 3. User can change their password in this page (if required).
- 4. User need to update their:
 - a. Telephone number
 - b. Mobile Phone number
 - c. Fax number

- i. If the user change their email address, the user need to update their email address in this section.
- ii. If the Send Messages to e-mail is ticked, user will receive a notification email whenever a message is received by the user.
- iii. For Installation User, **do not change** the Full Name to your own name. This field must be the Installation's name not your own name.

4. Installation

4.1 Overview

| | NSTALLATIONS 🕅 REPORTS | | A LERTS | | | | | | | | | 🖂 O NEW 👻 | 🔺 DEMO, | ast - |
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| demo 2 | Demo Installation 7 Demo Installation 2 | | | | 123 Jalan Kecekapa | WP Putrajaya | 62100 | | Demo Demo | Indust Comm | | Manufacture of Non Office Building | Ahmad bin Mo | ohama El |
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- 1. This section will show list of user's installation.
- 2. Export button allows the user to export the table to Excel or CSV format.
- 3. Labels button allows the user to label any installation to specific label/tag.
- 4. Refresh button allows user to refresh the data in the table.
- 5. Reset Table allows user to reset the table to its original state.

i. Working with tables:

| Search by field criteria | Sort Ascending / Descending | | Load additional 1000 entries | Search | typical fields |
|---|--|---|---|---|--|
| A HOMEPAGE 🖌 INSTALLATIONS 📾 REPORTS 💷 CHARTS 🔺 ALERT | | | | 🖂 O NEW 🚽 | 🛎 DEMO.INST 👻 |
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| ○ ■ demo Demo Installation Tenaga Nasional Be 123456789 ○ ■ demo 2 Demo Installation 2 Tenaga Nasional Be | 123 Jalan Kecekapa | a WP Putrajaya 62100 | Putrajaya Demo Demo | Industry Manufacture of Nor Commercial Office Building | n Ahmad bin Mohama Electr |
| Open Options | | | | | |

4.2 Creating Labels

| A HOMEPAGE | I MINSTALLA | TIONS 🗰 REPORTS 💷 CHARTS | A ALERTS | | | | | | | | | | ⊠O NEW ▼ | 🔺 DEMO. | NST 🕶 |
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| Installations | 2 Labels | Sub/Sector: All | | - v - | | | | | | i | ₩ - | 🛎 Glo | bal Search | | ເງ |
| | File number | ♦ Installation Name ♦ Licencee Supply A | | Installation Label | * | City/Municipality | | 🔷 County name / G | Project Name | Sec | tor | | Subsector | Contact Per | |
| | | Demo Installation Tenaga Nasional Be : Demo Installation 2 Tenaga Nasional Be | 123456789 | demo | 123 Jalan Kecekapa | WP Putrajaya | 62100 | Putrajaya | Demo Demo | Indus Comn | | | lanufacture of Non Iffice Building | Ahmad bin Mo | hama Electr |
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- 1. Tick the box for which you want to label the installation
- 2. Click on Labels button.

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| | | New Label demo 3 Apply new label 4 | | | |
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- 3. Enter the desired label.
- 4. Click apply new label.

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- 5. Click Set to assign the label to the installation.
- 6. Click the close button.

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7. Installation is now labelled.

- i. To remove the label from the selected installation, click **Remove** button.
- ii. To rename the label, click Manage... button and select Rename.
- iii. To delete the label, click **Manage...** button and select Delete.

4.3 Updating Installation's Data

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| tallations I Labels | Sub/Sector: All | | - * | | | | | | i 🕨 | 🛓 Global Search | 0 | 3 |
| Q 📄 🔷 File number | Installation Name Clicencee Supply A | Accounts | Installation Label | Address | City/Municipality | 🗇 ZIP | 🔷 County name / G | Project Name | Sector | ♦ Subsector | Contact Perso | on - 🔿 |
| demo demo 2 | Demo Installation Tenaga Nasional Be Demo Installation 2 Tenaga Nasional Be | | demo | 123 Jalan Kecekapa | WP Putrajaya | 62100 | | Demo Demo | Industry Commercial | Manufacture of Nor Office Building | n Ahmad bin Moha | ama El |
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1. Access the installation either by clicking on the 💿 button or 🔳 button and click Open. User also can access the installation by double click on the installation's row.

4.3.1 Updating Installation's Details

| O Installations : Demo Installation Ind 1 | |
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| DETAILS ELECTRICITY VARIABLES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE | |
| 5 Update Cancel | |
| General Data | Contact Information |
| File number demo 1 | Contact Person - Name Ahmad bin Mohamad |
| Installation Name 1 Demo Installation Ind 1 | Contact Person - Designation Electrical Engineer |
| Address 123 Jalan Kecekapan Tenaga | Contact Person - Email emisadmin@st.gov.my |
| State Putrajaya 👻 | Contact Person - Telephone 03-88708500 |
| City Putrajaya - | Contact Person - Fax 03-88886637 |
| ZIP ID 62100 - | Building Usage (for Commercial & Government Sector only) |
| Subsector ID Industry / Manufacture of Non-Metallic Mineral Pro | Gross Floor Area (7) |
| Project - | Globa Fildh Area *** Persent of Gross Filon Area That is Air Conditioned |
| Reporting period 6 | Server Area |
| Start of Reporting Regime (7) 01/01/2019 | Parking Area That is Enclosed |
| Start of Reporting Period (7) 01/01/2021 Name: Demo REEM | Net Floor Area ⁽⁷⁾ |
| Certificate: PTE-1234-5678 | Design Occupant Load Unit |
| REEM Date of Expiry: 01/12/2022 Email: azulhilmi_89@yahoo.com | Design Occupant Load |
| Electricity Tariff Category E2 | Actual Occupant Load |
| Licencee/Supply Authorities Tenaga Nasional Berhad 🔹 | Efficient Electrical Energy Hanagement |
| Installation Registration No ST(THL)PIS/SGR/00000 | Entro from a ford and on private to use strength in the most responsible manner possible. Under the policy entropy management will be a terr of a magnet of durp plus a |
| | products. Our efforts to reduce energy use will also support our commitment to our employees, the environment, and the communities in which we are a part. |
| | 1. Ahmad Demo - General Hanager Efficient Electrical Energy Management Commitse. Mobilità Demo - Grief Elegineer 4. Si Demo - Mainterance Objertment |
| | 1. Maximite energy performance, reduce operating expenses and increases handbode value by activity and reprosibly managing energy increases and increases handbode value by activity and reprosibly managing energy 2. Demonstrate commitment to our community and leadership in our indicatiny in yeaking environmental impacts associated with energy use |

- 1. In the General Data section, installation user is required to check and update the following:
 - a. Installation Name (only if predefined installation name is different from the actual installation name or if the installation has change the company's name).
 - b. Address (if the predefined address is different from the actual address).
 - c. Subsector (please refer to the "Guide on Selecting Subsectors and Product Types" when checking the subsector. If predefined subsector different from the actual subsector, please change it and ensure that the product type produce by the installation is within the subsector. If there is no predefined subsector set, please select the subsector based on the guideline mentioned before.)
 - d. Check the predefined Start of Reporting Regime and Start of Reporting Period.
 - e. Check the REEM for the installation (if there is a change in appointed REEM, please inform EC Administrator as soon as possible either through email (emisadmin@st.gov.my), EMIS Messaging (to EC Administrator user) or official letter to Energy Commission (attention to: Energy Efficiency & Conservation Unit))
 - f. Electricity Tariff Category
 - g. Licensee/Supply Authorities
 - h. Installation Registration No. (example is ST(TKL)P/S/SGR/XXXXX. If you have more than one number, please put comma (,) after each number. If you are unsure what is your installation registration number, please contact Energy Commission Regional Office.)

- If the installation falls under the industry sector, please refer to the "Guide on Selecting Subsectors and Product Types" and select carefully the subsector based on the product types produce by the installation as this product types will be defined in the Products Tab.
- 2. In the Contact Information section, installation user is required to update the following:
 - a. Name of the contact person
 - b. Designation of the contact person
 - c. Email of the contact person
 - d. Telephone number of the contact person
 - e. Fax number of the contact person

- i. If the predefine contact person is different from the actual, please update the name of the correct person in charge)
- 3. In the Building Usage section, this section is **only for installation that falls under Commercial and Government sector**. For installation that falls under both of this sector, the installation user is required to update the following:
 - a. Gross Floor Area
 - b. Percent of Gross Floor Area That is Air Conditioned
 - c. Server Area
 - d. Parking Area That is Enclosed
 - e. Net Floor Area
 - f. Design Occupant Load Unit (please contact EC Administrator if the desired Unit of Measure (UOM) is not in the list)
 - g. Design Occupant Load
 - h. Actual Occupant Load

- i. The Gross Floor Area is defined as the floor area of a building covering the entire built-up floor area of the building.
- ii. The Net Floor Area is defined as the floor area of a building covering the entire built-up floor area of the building exclude the parking space and the outer corridor.
- 4. In the Efficient Electrical Energy Management section, installation user is required to update the following:
 - a. Efficient Electrical Energy Management Policy
 - b. Efficient Electrical Energy Management Committee
 - c. Efficient Electrical Energy Management Objective

- i. The Efficient Electrical Energy Management Policy, Committee and Objective is mentioned in the Regulations 6 (1) of Efficient Management of Electrical Energy Regulations 2008 (EMEER 2008). Failure to comply with this subregulation means the installation commits an offence under EMEER 2008.
- 5. After all information has been reviewed and update, click on the Update button to update the information.

4.3.2 Updating Installation's Electricity Account Number

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1. In the Electricity tab, click on the Create button.

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- 2. Enter the Licencee/Supply Authorities account number (Eg: TNB account number, SESB account number, etc)
- 3. Click Create.

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| https://emis.st.gov.my/mal/installation.xhtml?id=571#myForm.myTabView:ACCOUNTS | | |

- i. Some installation may have more than one Licencee/Supply Authorities account number. Just repeat the steps above for other account number. Please note that Installation can only add the account that belong to the same complexes, do not add account that is in the different places.
- ii. Only tick the inactive box if the account number is no longer in use or when the installation change to a new Licencee/Supply Authorities account number.
- iii. When creating a report for accounts, only the active ones will be available for entering new data on report. If an account should not be on a report (because it is permanently or temporarily inactive), it should be marked as inactive (it can be reactivated at any time by unchecking the box). All historical data, on already accepted reports will always be available for analysis, even if account is marked as inactive.
- iv. If an account was previously referenced in a report, its number cannot be changed.

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4.3.3 Updating Installation's Variables

1. In the Variables tab, click on the Create button.

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- 2. Select the variables that affect the electricity consumption of the installation from the dropdown list.
- 3. Click Create button.

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- i. If the desired variables (as well as Unit of Measure (UOM) for that variables) are not in the dropdown list, please contact EC Administrator and we will add it in the registry.
- ii. Installation user is advised to consult and discuss with their REEM to determine the suitable variables which affecting the electricity usage at the installation.
- iii. Installation may have more than one variables. Just repeat the steps above for other variables.
- iv. Only tick the inactive box if the variables are no longer applicable.
- v. When creating a report for variables, only the active ones will be available for entering new data on report. If a variable should not be on a report (because it is permanently or temporarily inactive), it should be marked as inactive (it can be reactivated at any time by un-checking the box). All historical data, on already accepted reports will always be available for analysis, even if variable is marked as inactive.
- vi. If a variable was previously referenced in a report, it cannot be deleted from this list, it can only be marked as inactive (and can be reactivated at any time).
- vii. EC Administrators can assign and unassigned default variables for specific sector. New variables might appear, but also variables might be removed if you didn't use them in any report. Existing reports are never modified, even the ones which are not yet submitted.
- viii. Maximum combined count of products and variables for regression analysis is 10. You can declare and report more than 10, however for regression max 10 can be used.
- ix. For **Commercial & Government sector**, in the variables tab there is already pre-defined variables which are **cooling degree days and occupancy**. If the user thinks that these variables does not related to the installation they may deleted it and defined other variables.

4.3.4 Updating Installation's Fuels (if applicable)

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1. In the Fuels tab, click on the Create button.

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- 2. Select the fuels that the installation using from the dropdown list.
- 3. Click Create button.

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- i. Only update this section if your installation is using fuel to produce electricity. If not, just leave it blank.
- ii. If the desired fuels (as well as Unit of Measure (UOM) for that fuels) are not in the dropdown list, please contact EC Administrator and we will add it in the registry.
- iii. Installation may have more than one fuels. Just repeat the steps above for other fuels.
- iv. Only tick the inactive box if the fuels are no longer applicable.
- When creating a report for fuel, only the active ones will be available for entering new data on report. If a fuel should not be on a report (because it is permanently or temporarily inactive), it should be marked as inactive (it can be reactivated at any time by un-checking the box). All historical data, on already accepted reports will always be available for analysis, even if fuel is marked as inactive.
- vi. If a fuel was previously referenced in a report, it cannot be deleted, it can only be marked as inactive (and can be reactivated at any time)

4.3.5 Updating Installation's Products (for Industry Sector only)

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1. In the Products tab, click on the Create button.

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| roducts (for Industry Sector only) 🕴 🕇 Create | | i 🏕 Global Search Q 🤉 |
| Q O Product Type O Product Name | UDM Quantity Inactive Created by Created Date Modified | |

- 2. Select the Product Type from the dropdown list.
- 3. Enter the Product Name.
- 4. Enter the Production design capacity.
- 5. Click Create button.

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| © Installations | # Training - Commer | rcial | | | | | | |
| DETAILS ELECT | RICITY VARIABLES | FUELS PRODUCTS | REPORTS GRID OVERVIEW REPO | RTS TABLE | | | | |
| i Maxi | mum combined c | count of products | s and variables for re <u>c</u> | ression analysis is 10 use | | port more than 10, he | owever for regression max 10 | 0 can be |
| Products (for Ir | dustry Sector only) 🛛 🔤 | + Create | | | | | i 🕨 🛓 Global Search | C D |
| Q O Produ | ict Type | O Product Name | O UOM O Quantity | Inactive Created by | ♦ Created Date ♦ Modified by | O Modified Date | | |
| Cement | | White Cement | Metric Tonne (MT) | 0 demo.inst | 07/12/2018 11:30:5 demo.inst | 07/12/2018 11:30:5 | | |
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- i. This section is **only for Industry Sector**. For Commercial and Government sector, leave this section blank.
- ii. Please refer to the "Guide on Selecting Subsectors and Product Types" first when choosing the product type. The product type must be related to the subsector (product type must be in the subsector's group) defined in the EMIS as in the guideline.
- iii. If the desired product type as well as Unit of Measure (UOM) for that product are not in the dropdown list, please contact EC Administrator. We will review the request and add the product type or UOM in the registry if necessary.
- iv. Installation may have more than one product. Just repeat the steps above for other product.
- v. Only tick the inactive box if the product is no longer applicable.
- vi. When creating a report for products, only the active ones will be available for entering new data on report. If a product should not be on a report (because it was not produced in current reporting period), it should be marked as inactive (it can be reactivated at any time by unchecking the box). All historical data, on already accepted reports will always be available for analysis, even if product is marked as inactive.
- vii. If a product was previously referenced in a report, its name and UOM cannot be changed. If UOM needs to be changed a new product with the same name and different UOM should be created, and the old one should be marked as inactive. Product can be deleted if it doesn't exist on any report.
- viii. Maximum combined count of products and variables for regression analysis is 10. You can declare and report more than 10, however for regression max 10 can be used.

4.4 Report Submission

4.4.1 Reports Grid Overview

| A HOMEPAG | E MINSTALL | ATIONS 🗰 R | EPORTS | Lel CHARTS | ▲ ALERTS | | | | | | 🖾 O NEW 🗝 | 📥 DEMO.INST 🗸 |
|-----------|-------------------|----------------|-----------|------------|--------------------------|---------------|--|--|--|--|-----------|---------------|
| O Install | lations I | emo Installati | on | | | | | | | | | |
| DETAILS | ELECTRICITY | VARIABLES | FUELS | PRODUCTS | REPORTS GRID OVERVIEW | REPORTS TABLE | | | | | | |
| Report A | Actions Cro | eate Historic | al Report | Create N | lext Report (01/2017 - 0 | 6/2017) | | | | | | |
| | allation has no i | 1 | | 1 | 2 | | | | | | | |
| 1115 1150 | silation has no i | eports | | | | | | | | | | |
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- 1. Create Historical Report To create previous report. For example, if you want to create baseline report before the appointment of REEM.
- Create Next Report To create six months report under EMEER 2008. By default, starting month
 of the report will start from the month of REEM appointed. For example, if REEM was appointed
 in January 2017, the six months report will start from January 2017 Jun 2017.

4.4.2 Create Historical Reports

| HOMEPAGE MAINSTALLATIONS ERPORTS MACHARTS ALLERTS | 🖾 O NEW 🗸 | 📥 DEMO.INST 🛩 |
|--|-----------|---------------|
| O Installations Demo Installation | | |
| DETAILS ELECTRICITY VARIABLES FUELS FRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE | | |
| Report Actions Create Historical Report Create Next Report (01/2017 - 06/2017) | | |
| This installation has no reports! | | |
| | | |
| | | |
| | | |
| New History Report × | | |
| Year 2 | | |
| Month 3 | | |
| Duration (months) 6 | | |
| Create Report Cancel | | |
| - <mark>-4</mark> | | |
| | | |
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- 1. Click on Create Historical Report button.
- 2. Enter the Year of historical report (example, historical report for 07/2016 12/2016, enter 2016 in the field).
- Enter the start of the month for the report (example, historical report for 07/2016 12/2016, enter 7 in the field).
- 4. Click on Create Report.

Note:

 By default, Duration (months) is fix to 6 months. If you wish to create historical report other than 6 months (example if you want to create historical report for baseline for 1 year (12 months) or if the current reporting period start from February until July and you wish to create historical report for one month for that January month), please contact the EC Administrator. EC Administrator will create that report for you.

| HOMEPAG | GE L arins | STALLATIONS | III REPORT | S 🔟 CHART | S 🔺 ALERTS | | | | | | | 🖂 O NEW 🗸 🔺 DEMO.INS |
|-----------|-------------------|-------------|-------------|--------------|-------------------|------------|------------------|---------------------|----------------------------------|-----------------|--------------------------------|---------------------------------------|
| Edit | Refres | h Dates & | Attrs De | elete i S | Submit to REEM | | | | | | | |
| epert II | D | | 162 | | | | | | Wa | rnings | | Quick Links |
| ıstallati | ion | | Demo Ins | stallation 😡 | | | | All fields in Elect | ricity must be entered for secto | or Industry | | Installation: Demo Installation O |
| уре | | | Report | | | | | All fields in Varia | ables must be entered for secto | r Industry | | Reports overview for the installation |
| tart Dat | ie | | 01/07/20 | 17 | | | | All fields in Prod | ucts and Specific Energy Consu | mption (SEC) mu | ist be entered for sector Indu | istry |
| eportin | g duration | n [months |] 6 | | | | | | | | | |
| eportin | g period | | 07/2017 | - 12/2017 | | | | | | | | |
| tatus | | | Draft | | Sta | itus Histo | D ry | | | | | |
| ommen | t | | | | Date Statu | s User | Comment | | | | | |
| | | | | | | | | | | | | |
| Electrici | ty | | | | | | | | | | | |
| Year | Month | | Accoun | t | | | | | | | | |
| Teal | rional | 123456 | 789 [kWh] | Total [kWh | 1 | | | | | | | |
| 2017 | 7 | | | | 0 | | | | | | | |
| 2017 | 8 | | | | 0 | | | | | | | |
| 2017 | 9 | | | | 0 | | | | | | | |
| 2017 | 10 | | | | 0 | | | | | | | |
| 2017 | 11 | | | | 0 | | | | | | | |
| 2017 | 12 | | | | 0 | | | | | | | |
| To | otal | | 0 | | 0 | | | | | | | |
| Exp | aut | | | | | | | | | | | |
| x Exp | ort | | | | | | | | | | | |
| Product | s and Spe | cific Ener | gy Consumpl | tion (SEC) | | | | | | | | |
| | | | | Product | | | | | SEC | | | |
| Year | Month | Cement | - White Cen | | ent - Coloured Ce | ment | | | | | | |
| | | MT | Weightage [| %] MT | Weightage [| %] | Cement - White C | ement [kWh/MT] | Cement - Coloured Ceme | nt [kWh/MT] | | |
| 2017 | 7 | | | | | | | | | | | |
| 2017 | 8 | | | | | | | | | | | |
| 2017 | 9 | | | | | | | | | | | |
| 2017 | 10 | | | | | | | | | | | |
| | 11 | | | | | | | | | | | |
| 2017 | 11 | | | | | | | | | | | |

5. Click on Edit button.

Note:

i. Refresh Dates & Attrs button – This button is used in a case of after a report is created (and before submitting) you want to change its date range or a list of attributes. For historical report, you only can modify year and month.

| 希 HOMEPAG | ie L uin | ISTALLATIONS | # REPORTS | Le CHARTS | ▲ ALERT |
|------------|-----------------|---------------|----------------|------------|----------------|
| Save | Cance | el Delete | 1. | | |
| Report II | | | 163 | | |
| Installati | on | | Demo Installat | - | nlv |
| Туре | | | | Baseline-o | nly |
| Start Dat | | n (months) | 01/07/2016 | | |
| Reportin | | - [instituto] | 07/2016 - 12/3 | 2016 | |
| Status | | | Draft | | |
| Commen | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| Electrici | ty 7 | | | | |
| | | | Account | | |
| Year | Month | 123456 | 6789 [kWh] | Total [k | Vh] |
| 2016 | 7 | 510000 | | | 0 |
| 2016 | 8 | 520000 | | | 0 |
| 2016 | 9 | 530000 | | | 0 |
| 2016 | 10 | 520000 | | | 0 |
| 2016 | 11 | 550000 | | | 0 |
| 2016 | 12 | 540000 | | | 0 |
| | otal | | 0 | | 0 |
| | | | | | |
| Exp | ort | | | | |
| Product | s and Spe | cific Energy | Consumption | (SEC) | |

- Select type of report. For type "Report", it is previous historical six months report under EMEER 2008 that you want to submit. For type "Baseline-only", it is the baseline report that you wish to submit (example, for years before the obligation to submit reports became effective and it is for reference and analysis only).
- 7. Fill in the electricity consumption in table under the Electricity section.

| ouucc | s and Spec | cific Energy Consumption (| (SEC) | | | | |
|-------|------------|----------------------------|-------------------------------|-------------------|--------------------------------|--------------------------------|---------------------------------------|
| | | | | oduct | | | SEC |
| Year | Month | Cement - V MT | White Cement Weightage [%] | Cement - Co MT | loured Cement Weightage [%] | Cement - White Cement [kWh/MT] | Cement - Coloured Cement [kWh/MT] |
| 2016 | | 220000 8 | | 210000 | 50 | | |
| 2016 | 8 | 230000 | 60 | 200000 | 40 | | |
| 2016 | 9 | 250000 | 70 | 190000 | 30 | | |
| 2016 | 10 | 240000 | 60 | 200000 | 40 | | |
| 2016 | 11 | 230000 | 50 | 220000 | 50 | | |
| 2016 | 12 | 200000 | 40 | 230000 | 60 | | |
| Т | otal | 0 | | 0 | | | · · · · · · · · · · · · · · · · · · · |

8. For Industry sector, enter the production data for each product as well as the weightage of electricity consume to produce that product for that month. Please note that the sum of the weightage must be 100%. If your installation only produce one product, please put 100 as the weightage. If you already have electricity consumption for each product, you can get the weightage by dividing the electricity consumption for the product with the total electricity consumption and times it with 100.

| lectrici | ty | | | | | | | | | | |
|---|---------------------|--|--|--|--------------------------------------|--|---|--|--|--|--|
| Year | Month | Accour | nt | | | | | | | | |
| rear | Monu | 1234567890 [kWh] | Total [kWh] | | | | | | | | |
| 2017 | 1 | 450,000 | 450,000 | | | | | | | | |
| 2017 | 2 | 430,000 | 430,000 | | | From 450,000kWh, how many percent | | | | | |
| 2017 | 3 | 440,000 | 440,000 | | | electricity is used to produce Hardisk | | | | | |
| 2017 | 4 | 450,000 | 450,000 | | | Diskette for Month 1/2017. Total perc | | | | | |
| 2017 | 5 | 500,000 | 500,000 | | | | entage of | | | | |
| 2017 | 6 | 440,000 | 440,000 | | | weightage must be 100% | | | | | |
| T | otal | 2,710,000 | 2,710,000 | | | | | | | | |
| Exp | | rific Energy Concump | tion (SEC) | | | | | | | | |
| | | cific Energy Consumpl | | oduct | | | SEC | | | | |
| | | Magnetic and Optic | | | Optical Recording Me dia Diskette | Magnetic and Optical Recording Media - Hardis | k Magnetic and Optical Recording Media - Diskette | | | | |
| roduct | s and Spe | Magnetic and Optic Har | Pr al Recording M edia - | | | - Hagnetic and Optical Recording Media - Hardis [kWh/pcs] | | | | | |
| Product | s and Spe | Magnetic and Optic Har | Pro al Recording Madia - disk | Magnetic and pcs | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardis [kWh/pcs] | k Magnetic and Optical Recording Media - Diskette | | | | |
| Product Year | s and Sper | Magnetic and Optic Har pcs | Pro al Recording M adia - disk Weightage [% } | Magnetic and pcs 2,500 | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardis [kWh/pcs] | k Magnetic and Optical Recording Media - Diskette [kWh/pcs] 90 7 1.5 4 | | | | |
| Product Year 2017 | s and Spee Month | Magnetic and Optic Har pcs 1,500 | al Recording M adia - disk Weightage [% } 60 | Magnetic and pcs 2,500 3,000 | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardis [kWh/pcs] 10 | k Magnetic and Optical Recording Media - Diskette [kWh/pcs] 20.5 4 | | | | |
| Product Year 2017 2017 | s and Spea Month | Magnetic and Optic Har pcs 1,500 2,000 | Pr al Recording M dia - disk Weightage [%] 60 70 | Magnetic and pcs 2,500 3,000 1,500 | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardis [kWh/pcs] 10 10 15 | k Magnetic and Optical Recording Media - Diskette [kWh/pcs] 80 7 1.5 4 7.6 26 | | | | |
| Product Year 2017 2017 2017 | Month | Magnetic and Optic Har pcs 1,500 2,000 2,500 | Al Recording M sdia - disk Weightage (%) 60 70 10 | Magnetic and pcs 2,500 3,000 1,500 2,500 | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardis [kWh/pcs] 10 13 15 15 15 15 16 16 | k Magnetic and Optical Recording Media - Diskette [kWh/pcs] 80 7 1.5 4 7.6 26 | | | | |
| Product Year 2017 2017 2017 2017 | Month | Magnetic and Optic/Har pcs 1,500 2,000 2,500 3,000 | al Recording M sdia - disk Weightage (%) 60 70 10 41 | Magnetic and pcs 2,500 3,000 1,500 2,500 2,000 | Diskette Weightage (%) | Magnetic and Optical Recording Media - Hardis [kWh/pcs] 10 13 15 15 15 15 16 16 | k Magnetic and Optical Recording Media - Diskette [kWh/pcs] 80 5.5 4 7.6 226 1.5 106 75 7 7 | | | | |

Example (Case of more than one product defined):

- i. Weightage is the percentage of electricity consumed to produce that product for that particular month. Total percentage of weightage must be 100%
- For industry, office area and common facilities is not production area but during operation both areas also running. For reporting under EMEER 2008, Specific Energy Consumption (SEC) will include all energy usage regardless either it is coming from production area or non-production area.

| # HOMEPAG | E 🖬 IN | STALLATIONS | REPORTS | Lee CHARTS | A LERTS | ⊠O NEW - | 🔺 DEMO.INST 👻 |
|-----------|-----------|----------------|---------|------------|----------------|----------|---------------|
| Building | Energy I | ntensity (BEI) | | | | | |
| Net Flo | or Area [| m²] | | 9 | | | |
| Year | Month | BEI [kWh/m | 12] | | | | |
| 2017 | 7 | | | | | | |
| 2017 | 8 | | | | | | |
| 2017 | 9 | | | | | | |
| 2017 | 10 | | | | | | |
| 2017 | 11 | | | | | | |
| 2017 | 12 | | | | | | |
| x Expo | ort | | | | | | |

9. For Commercial sector and Government sector, enter the Net Floor Area (m²) of the installation.

Note:

i. The Net Floor Area is defined as the floor area of a building covering the entire built-up floor area of the building exclude the parking space and the outer corridor.

| Variable | s | | |
|----------|---------|---------------------|---|
| Year | Month | Variable | |
| real | Fiontin | Cooling Degree Days | |
| 2016 | 7 | 534 | |
| 2016 | 8 | 513 | |
| 2016 | 9 | 577 | |
| 2016 | 10 | 561 | |
| 2016 | 11 | 550 | |
| 2016 | 12 | 520 | |
| | | | |
| Exp | ort | | |
| Fuel | | | ĺ |
| | | F | ļ |

10. Enter the variables data in the tables under the variables section.

| # HOMEPA | GE 上 | INSTALLATIONS 🗂 | A REPORTS 🛛 🖬 | MCHARTS 🔺 ALERTS | | | | | | | SO NEW - | ≜ DEMO.INST → | ^ |
|----------|--------|--------------------------------|-----------------------|-------------------|-------------|-------------------------|------------------------|--------------------------|----------------------|---------------------------------|----------|---------------|---|
| E Exp | oort | _ | | | | | | | | | | | |
| Fuel | | | | | | | | | | | | | |
| | | | Fue | | | | | | | | | | |
| Year | Mont | h | Natural | Gas Cost [MYR] | | | | | | | | | |
| 2016 | _ | 100000 | | 20000 | | | | | | | | | |
| 2016 | 8 | 150000 | | 30000 | Ξ. | | | | | | | | |
| 2016 | | 100000 | | 20000 | | | | | | | | | |
| 2016 | 10 | 150000 | | 30000 | | | | | | | | | |
| 2016 | 11 | 100000 | | 20000 | | | | | | | | | |
| 2016 | 12 | 150000 | | 30000 | | | | | | | | | |
| Т | otal | 0 | | | 0 | | | | | | | | |
| 🕞 Exp | oort | | | | | | | | | | | | |
| Energy | Saving | Measures (ESM) | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| List | | | 12 | | | | | | | | | | |
| | | | iype | | Description | Investment Cost [M | YR] | Status | | Comment | | | |
| = | 8 | | | * | | | | | • | | | | |
| Add r | iew | Copy completed t | to Summary | | | | | | | | | | |
| Sum | nary | of Impleme | nted ESN | 1 | | | | | | | | | |
| | | | Туре | | Description | Yearly Savings [kWh] | Yearly Savings Cost [N | IVR] Return on Invest | ment [Years] Month | Completed Vear Completed | 1 | Comment | |
| = g | | | | • | | | | | | | | | |
| | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | • | |
| Add r | | | | | | | | | | | | | |
| Prop | osed | | | | | | | | | | | | |
| | | | Туре | | Description | Estimated Yearly Saving | s [kWh] Estimated Ye | early Savings Cost [MYR] | Investment Cost [MYF | R] Return on Investment [Years] | | Comment | |
| = : | | | | • | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | • | |
| Add r | iew e | pty lines are automatically do | deted when saving rep | ort. | | | | | | | | | |

- 11. If your installation is using fuel as well, key in the fuel data (consumption and cost (MYR)) in the table under the fuel section.
- 12. If there is an Energy Saving Measures (ESM) have been implemented in the period reported, please fill in the data in the table under the ESM section.

Note:

- List Table This is the list of all ESM in the period reported (In progress, Completed, Rejected, Under Study / Approved by Management). If there is an ESM already completed, click the Copy completed to Summary button after filling in the data of the ESM.
- ii. Summary of Implemented ESM Table This table is only for ESM that already completed during the period of reporting. When fill in the Yearly Savings (kWh) and Yearly Savings Cost (MYR), you can estimate it for one year if the data for one year savings is not available (example, you measure the savings for one month, and then times the savings with 12 to get estimated savings for one year). Completed ESM is only required to be reported only once, if the Completed ESM already reported in the previous report, please do not put it again to avoid double counting in the analysis chart. Month Completed must be in 1-12 format (example month January please write 1) while Year Completed must be in YYYY format (example 2017 please write 2017 not 17).
- iii. Proposed Table This table is for the ESM planned in the future.

| A HOMEPAG | E MIN | STALLATIONS f | REPORTS | Leicharts 🕰 Ai |
|-------------------------|---------|--------------------|---------------|----------------|
| I Save | Cance | Delete | 1 | |
| Report R | | | 63 | |
| Installati | on | | emo Installat | |
| Туре | | | | Baseline-only |
| Start Date Reporting | | 0 n [months] 6 | 1/07/2016 | |
| Reporting | | | 7/2016 - 12/2 | 2016 |
| Status | | D | raft | |
| Comment | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Electrici | y | | | |
| Year | Month | 40045670 | Account | |
| 2016 | 7 | 12345678 510000 | ia [kmu] | Total [kWh] |
| 2016 | 8 | | | 0 |
| | | 520000 | | |
| 2016 | | 530000 | | 0 |
| 2016 | 10 | 520000 | | 0 |
| 2016 | 11 | 550000 | | 0 |
| 2016 | 12 | 540000 | | 0 |
| Το | tal | 0 | l. | 0 |
| Expo | ort | | | |
| | | | | |
| Products | and Spe | cific Energy Co | nsumption (| (SEC) |

13. Scroll up the page and click Save button.

| veport II | L23456789 [5 5 5 5 5 5 5 5 5 5 5 5 5 | 63 Demo Installation G Jaseline-only D1/07/2016 5 D7/2016 - 12/2016 Draft Kwh] Total [k 10,000 510 20,000 520 20,000 520 20,000 520 | 0 Date wh] ,000 ,000 ,000 | Status Histo Status User | | | | _ | | Quick Installation: Demo Reports overview fo | Installation O |
|---|--|---|--|-----------------------------|------------|-----------------------|---------------------------------|----|---|--|---|
| stallation pe Jean Date porting duration [mi porting period atus mment lectricity Year Month 12 2016 7 12 2016 8 2016 10 2016 11 2016 11 2016 12 2016 12 2016 20 2016 20 20 20 20 20 20 20 20 20 20 | L23456789 [5 5 5 5 5 5 5 5 5 5 5 5 5 | Account [kwh] Total [k 0,000 510 0,000 510 0,000 520 0,000 520 0,000 520 0,000 520 0,000 520 0,000 520 50,000 550 | 0 Date wh] ,000 ,000 ,000 | | | | | | | Installation: Demo | Installation O or the installation G |
| pe part Date seporting period tatus seporting period tatus seporting period tatus seporting period tatus seporting period tatus seporting period tatus t | E C C C C C C C C C C C C C C C C C C C | Account Account (kwh) Total [k 10,000 510 20,000 520 30,000 530 50,000 550 | 0 Date wh] ,000 ,000 ,000 | | | | | | | | or the installation G |
| tart Date eporting duration [me eporting epide tatus = | 0 months] 6 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 | Account [kwh] Total [k 10,000 510 20,000 520 30,000 520 50,000 550 | Comparison of the second secon | | | | | | | Reports overview fo | |
| Apporting Juration [mt tatus tatus comment Electricity Year Month 12 2016 7 2016 9 2016 10 2016 11 2016 12 2016 12 2016 12 2016 12 2016 12 2016 12 Products and Specific | months] 6 0 2 4 4 4 2 4 5 5 5 5 5 5 5 5 5 5 5 5 5 5 | Account [kwh] Total [k 10,000 510 20,000 520 30,0000 30,000 520 30,000 520 30,000 520 30,000 520 30 | Comparison of the second secon | | | | | _ | | | |
| Vear Month 12 2016 7 2016 9 2016 9 2016 10 2016 11 2016 12 2016 9 2016 10 2016 11 2016 12 Products and Specific | 0 123456789 [123456789 [5 5 5 5 5 5 5 5 5 5 5 5 5 | Account [kwh] Total [k 10,000 510 20,000 520 30,000 530 50,000 530 50,000 550 | Comparison of the second secon | | | | | | | | |
| tatus comment | L23456789 [5 5 5 5 5 5 5 5 5 | Account (kwh) Total [k 20,000 510 30,000 520 30,000 520 | Comparison of the second secon | | | | | | _ | | |
| enement Flectricitiv Year Month 1 2016 7 2016 8 2016 9 2016 10 2016 11 2016 11 2016 12 Protut ■ Specific | 1 23456789 [5 5: 5: 5: 5: 5: 5: | Account [kWh] Total [k 10,000 510 20,000 520 30,000 520 50,000 550 | xwh] ,000 ,000 ,000 ,000 ,000 | | | | | | | | _ |
| Electricity Year Month 12 2016 7 12 2016 9 2 2016 10 2 2016 11 2 2016 11 2 2016 11 2 2016 2 10 2 2016 11 2 2016 2 | 123456789 [5: 5: 5: 5: 5: 5: 5: 5: | Kwh] Total [k 10,000 510 20,000 520 30,000 530 20,000 520 50,000 550 | xwh] ,000 ,000 ,000 ,000 ,000 | Status User | r Comment | | | | | | |
| Year Month 12 2016 7 20 2016 8 20 2016 10 20 2016 11 20 2016 11 20 2016 11 20 Total Products and Specific 20 | 123456789 [5: 5: 5: 5: 5: 5: 5: 5: | Kwh] Total [k 10,000 510 20,000 520 30,000 530 20,000 520 50,000 550 |),000),000),000),000 | | | | | | | | |
| Year Month 12 2016 7 20 2016 8 20 2016 10 20 2016 11 20 2016 11 20 2016 11 20 Total Products and Specific 20 | 123456789 [5: 5: 5: 5: 5: 5: 5: 5: | Kwh] Total [k 10,000 510 20,000 520 30,000 530 20,000 520 50,000 550 |),000),000),000),000 | | | | | | | | |
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| | MT | Weightage [%] | MT | Weightage [| [%] | | | | | | |
| 2016 7 | 220,000 | 50 | | | 50 | 1.15909091 | 1.214285 | | | | |
| 2016 8 | 230,000 | 60 | | 0 | 40 | 1.35652174 | 1. | | | | |
| | 250,000 | 70 | | | 30 | 1.484 | 0.836842 | | | | |
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14. Click on the Submit to REEM button.

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| port II | D | | 163 | | | | | | Quick Links |
| stallati | ion | | Demo Inst | allation 😡 | | | | | Installation: Demo Installation O |
| pe | | | Baseline-or | nly | | | | | Reports overview for the installation O |
| art Dat | te | | 01/07/201 | 6 | | | | | |
| portin | g duration | [months] | 6 | | | | | | |
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| | | | Account | | | | | | |
| Year | Month | 12345678 | | Total [kWh] | 1 | _ | | | |
| 2016 | | | 510,000 | 510,000 | | Cont | irm status change of this report to: "Su | bmitted to REEM" × | |
| 2016 | 8 | | 520,000 | 520,000 | | Com | nent | | |
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| 2016 | 10 | | 520,000 | 520,000 | | | | | |
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| 2016 | | 220,000 | | 50 | 210,000 | 5 | 1.15909091 | 1.21428571 | |
| 2016 | | 230,000 | | 60 | 200,000 | 4 | 1.35652174 | 1.04 | |
| 2016 | | 250,000 | | 70 | 190,000 | 3 | 1.484 | 0.83684211 | |
| 2016 | 10 | 240,000 | | 60 | 200,000 | 4 | 1.3 | 1.04 | |
| 2016 | | 230,000 | | 50 | 220,000 | 5 | 1.19565217 | 1.25 | |
| 2016 | 12 | 200,000 | | 40 | 230,000 | 6 | 1.08 | 1.40869565 | |
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15. Enter any comment if necessary and click the Confirm button.

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| | on | | Demo Inst Baseline-o | | | | | | | | | Installation: Demo I Reports overview fo | |
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| Year | Month | 123456789 | | Total [kWl | 1 | | | | | | | | |
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| 2016 | | 220,000 | | 50 | 210,000 | | 50 | 1.15909091 | | 1.21428571 | | | |
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| 2016 | 9 | 250,000 | | 70 | 190,000 | | 30 | 1.484 | | 0.83684211 | | | |
| 2016 | 10 | 240,000 | | 60 | 200,000 | | 40 | 1.3 | | 1.04 | | | |
| 2016 | 11 | 230,000 | | 50 | 220,000 | : | 50 | 1.19565217 | | 1.25 | | | |
| 2016 | 12 | 200,000 | | 40 | 230,000 | | 50 | 1.08 | | 1.40869565 | | | |
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- 16. Report is now submitted to REEM for approval. REEM will review the report and approve it.
- 17. Click on the Reports overview for the installation button.

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| ACCOUNT | PRODUCT | VARIABLE | FUEL | | | | | | | | | | |
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18. Report status now is Submitted to REEM.

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| O Installation | |
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19. After REEM has approved the report, the status will change to Approved by REEM

20. Click on the report

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| tallati | on | | Demo Installatio | on 🖸 | | | | | | | Installation: Demo Installation | stallation 😡 |
| e | | | Baseline-only | | | | | | | | Reports overview for | the installation O |
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| orting | j period | | 07/2016 - 12/20 | 016 | Da | ate | Status | User | Comment | | | |
| us | | | Approved by RE | EM | 23/08/201 | 7 11:48:55 S | ubmitted to REEM | Demo Installation [MAL_I | NST] | | | |
| ment | | | | | 23/08/201 | 7 12:00:23 A | oproved by REEM | Demo REEM [MAL_REEM] | Ok | | | |
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21. Click on the submit to EC button to submit the report to EC.

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| nstallat | on | | Demo Installation 🛇 | | | | | | | Installation: Demo Installation O |
| уре | | | Baseline-only | | | | | | | Reports overview for the installati |
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22. Enter any comment if necessary and click the Confirm button.

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| eport II |) | | 163 | | | | | | | | Quick L | inks |
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| Year | Month | 12345678 | | - Total [kWh | 1 | | | | | | | |
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23. Report is now submitted to EC.

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24. Report status now is Submitted to EC.

4.4.3 Create Next Reports

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| | | | | | | | | | | | | | | Color gradient | Proportional in range between minimal, average, and maximal value in the table | |
| | | | | | | | | | | | | | | Average, min and ma | ax are calculated for each table individually using only report values Baseline values are not included. | |
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1. Click on Create Next Report button.

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| Edit | Refrest | n Dates & Att | rs Delete | I S | ubmit to REEM | | | | |
| leport II |) | | 164 | | | | Warnings | | Quick Links |
| nstallati | on | | Demo Installa | tion 📀 | | All fields in | Products and Specific Energy Consumption (SEC) m | nust be entered for sector Industry | Installation: Demo Installation O |
| уре | | | Report | | | All fields in | Variables must be entered for sector Industry | | Reports overview for the installation G |
| tart Dat | e | | 01/01/2017 | | | All fields in | Electricity must be entered for sector Industry | | |
| eportin | , duration | [months] | 6 | | | | | | |
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| tatus | | | Draft | | Status Hi | story | | | |
| ommen | 1 | | | | Date Status Us | ser Comment | | | |
| | | | | | | | | | |
| Electrici | y | | | | | | | | |
| | Month | | Account | | | | | | |
| Year | Month | 123456789 | [kWh] To | tal [kWh | 1 | | | | |
| 2017 | 1 | | | (|) | | | | |
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| Product | and Snee | cific Energy C | onsumption | (SEC) | | | | | |
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| | | | ghtage [%] | MT | Weightage [%] | Cement - White Cement [kWh/ | MT] Cement - Coloured Cement [kWh/MT] | | |
| 2017 | 1 | | | | | | | | |
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| 2017 | 3 | | | - | | | | | |
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2. Click on Edit button.

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| i Save | Cance | | 1 | | |
| Report II | | | 164 | | |
| Installati | on | | Demo Installat | | |
| Туре | | 3 | | Baseline-or | ily |
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| Electrici | v 4 | | | | |
| | | | Account | | |
| Year | Month | 1234567 | | Total [kV | Vh] |
| 2017 | 1 | 500000 | | | 0 |
| 2017 | 2 | 570000 | | | 0 |
| 2017 | 3 | 560000 | | | 0 |
| 2017 | 4 | 540000 | | | 0 |
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| Exp | ort | | | | |
| Product | and Spee | cific Energy Co | onsumption (| (SEC) | |

- 3. Type of report must be "Report"
- 4. Fill in the electricity consumption in table under the Electricity section.

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| ð Exp | ort | | | | | | |
| white | and Snor | ific Energy Consumpti | ion (SEC) | | | | |
| ouuci | s and oper | and Energy Consumpti | | oduct | | | SEC |
| Year | Month | Cemen | t - White Cement | Cement - Co | loured Cement | Cement - White Cement [kWh/MT] | Cement - Coloured Cement [kWh/MT] |
| | | MT | Weightage [%] | MT | Weightage [%] | Cement - white Cement [kwn/M1] | Cement - Coloured Cement [kwn/M1] |
| 2017 | 1 | 250000 5 | 50 | 260000 | 50 | | |
| 2017 | 2 | 240000 | 40 | 270000 | 60 | | |
| 2017 | 3 | 250000 | 60 | 240000 | 40 | | |
| 2017 | 4 | 220000 | 50 | 230000 | 50 | | |
| 2017 | 5 | 240000 | 60 | 230000 | 40 | | |
| 2017 | 6 | 260000 | 70 | 200000 | 30 | | |
| Т | otal | 0 | | 0 | | | |

5. For Industry sector, enter the production data for each product as well as the weightage of electricity consume to produce that product for that month. Please note that the sum of the weightage must be 100%. If your installation only produce one product, please put 100 as the weightage. If you already have electricity consumption for each product, you can get the weightage by dividing the electricity consumption for the product with the total electricity consumption and times it with 100.

| | ty | | | | | | |
|--|------------------------------|--|--|--|---|---|---|
| | Month | Accou | nt | | | | |
| Year | Monu | 1234567890 [kWh] | Total [kWh] | | | | |
| 2017 | 1 | 450,000 | 450,000 | | | | |
| 2017 | 2 | 430,000 | 430,000 | | | From 450,000kWh, how many percent | |
| 2017 | 3 | 440,000 | 440,000 | | | electricity is used to produce Hardisk & | |
| 2017 | 4 | 450,000 | 450,000 | | | | |
| 2017 | 5 | 500,000 | 500,000 | | | Diskette for Month 1/2017. Total percen | lage of |
| 2017 | 6 | 440,000 | 440,000 | | 1 | weightage must be 100% | |
| Т | otal | 2,710,000 | 2,710,000 | | | | |
| Exp | | cific Energy Consump | tion (SEC) | | | | |
| | | cific Energy Consump | | oduct | | s | sec . |
| | | Magnetic and Optic | | | Optical Recording Me dia - Diskette | Magnetic and Optical Recording Media - Hardisk | Magnetic and Optical Recording Media - Diskette |
| roduct | s and Spe | Magnetic and Optic | Pro al Recording M edia - | | | | |
| roduct | s and Spe | Magnetic and Optic Ha | Pro al Recording M zdia - rdisk | Magnetic and pcs | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardisk | Magnetic and Optical Recording Media - Diskette |
| Product: Year | s and Spe Month | Magnetic and Optic Ha | Pro al Recording M sdia - rdisk Weightage [%] | Magnetic and pcs 2,500 | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardisk [kWh/pcs] | Magnetic and Optical Recording Media - Disketto [kWh/pcs] |
| Product: Year 2017 2017 | s and Spe Month | Magnetic and Optic Ha pcs 1,500 | Pro al Recording M sdia - rdisk Weightage [% } 60 | Magnetic and pcs 2,500 3,000 | Diskette Weightage [%] | Magnetic and Optical Recording Media - Hardisk [kWh/pcs] 180 150.5 | Magnetic and Optical Recording Media - Disketto [kWh/pcs] |
| Product Year 2017 | s and Spe Month 1 2 | Magnetic and Optic Ha pcs 1,500 2,000 | Pro al Recording M adia - rdisk Weightage [%] 60 70 | Magnetic and pcs 2,500 3,000 | Diskette Weightage [%] 4 3 | Magnetic and Optical Recording Media - Hardisk [kWh/pcs] 180 0 150.5 17.6 | Magnetic and Optical Recording Media - Disketto [kWh/pcs] |
| Product: Year 2017 2017 2017 | s and Spe Month | Magnetic and Optic Ha pcs 1,500 2,000 2,500 | al Recording M sdia - rdisk Weightage [%] 60 70 10 | Magnetic and pcs 2,500 3,000 1,500 2,500 | Diskette Weightage [%] 4 3 9 | Magnetic and Optical Recording Media - Hardisk [kWh/pcs] 0 1300 0 150.5 0 17.6 9 61.5 | Magnetic and Optical Recording Media - Diskette [kWh/pcs] |
| Product: Year 2017 2017 2017 2017 | Month | Magnetic and Optio pcs 1,500 2,000 2,500 3,000 | al Recording M sdia - rdisk Weightage [%] 60 70 10 41 | Magnetic and pcs 2,500 3,000 1,500 2,500 2,000 | Diskette Weightage [%] 4 3 9 5 | Magnetic and Optical Recording Media - Hardisk [kWh/pcs] 180 0 1150.5 0 17.6 9 61.5 175 | Magnetic and Optical Recording Media - Diskette [kWh/pcs] 24 24 106 |

Example (Case of more than one product defined):

- i. Weightage is the percentage of electricity consumed to produce that product for that particular month. Total percentage of weightage must be 100%
- ii. For industry, office area and common facilities is not production area but during operation both areas also running. For reporting under EMEER 2008, Specific Energy Consumption (SEC) will include all energy usage regardless either it is coming from production area or non-production area.

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|-----------|------------|-----------------------|-----------|-----------------|--|----------|---------------|
| Building | Energy I | ntensity (BEI) | | | | | |
| Net Flo | oor Area [| m²] | 6 | | | | |
| Year | Month | BEI [kWh/m²] | | | | | |
| 2017 | 7 | | | | | | |
| 2017 | 8 | | | | | | |
| 2017 | 9 | | | | | | |
| 2017 | 10 | | | | | | |
| 2017 | 11 | | | | | | |
| 2017 | 12 | | | | | | |
| Expo | ort | | | | | | |

6. For Commercial sector and Government sector, enter the Net Floor Area (m²) of the installation.

Note:

i. The Net Floor Area is defined as the floor area of a building covering the entire built-up floor area of the building exclude the parking space and the outer corridor.

| Variable | s | |
|----------|-------|---------------------|
| Year | Month | Variable |
| | | Cooling Degree Days |
| 2017 | 1 | 524 |
| 2017 | 2 | 540 |
| 2017 | 3 | 530 |
| 2017 | 4 | 550 |
| 2017 | 5 | 516 |
| 2017 | 6 | 526 |
| Exp | ort | |
| | ore | |

7. Enter the variables data in the tables under the variables section.

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|-------|------------|----------------|--|------------------|---------------------------------|-------------------------|-----------|--------------------|--------------------|-------------|-------------|-----------|-----------------|-----|-----------|---------------|----|
| Fuel | ۶ | 2 | | | | | | | | | | | | | | - | Î. |
| Yei | | onth | Fuel Natural | | | | | | | | | | | | | | |
| | | | m ³ | Cost [MYR] | | | | | | | | | | | | | |
| 201 | | 1 | 120000 | 25000 | | | | | | | | | | | | | |
| 201 | | 2 | | 26000 | | | | | | | | | | | | | |
| 201 | | 3 | | 27000 | | | | | | | | | | | | | |
| 201 | | 4 | | 26000 | | | | | | | | | | | | | |
| 201 | | 5 | | 25000 | | | | | | | | | | | | | |
| 201 | 7 Total | 6 | 150000 | 28000 | 0 | | | | | | | | | | | | |
| R I | xport | | l. | | | | | | | | | | | | | | |
| Ener | y Savi | ng Mea | isures (ESM) | | | | | | | | | | | | | | i |
| List | | | 9 | | | | | | | | | | | | | | 1 |
| | | | Туре | | Description | Investment Cost [M | VR1 | s | tatus | | | | Comm | ent | | | |
| | | | | | | | | | | | | | | | | | |
| ≡ | Ē | Ligi | iting | | Change to LED light | 100,000.00 | | ompleted | | - | | | | | | | |
| = | â | Mot | pr | | Change to High Efficiency Motor | 300,000.00 | In | Progress | | • | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | y completed to Summary | | | | | | | | | | | | | | |
| Sur | nmar | y of | Implemented ESM | I | | | | | | | | | | | | | |
| | | | Туре | | Description | Yearly Savings [kWh] | Yearly S | Savings Cost [MYR] | Return on Investm | ent [Years] | Month Co | mpleted | Year Comple | ted | | Comment | |
| = | e [| Lighting | | - (| hange to LED light | 50,000.00 | 80,000. | 00 | 1.00 | | 5 | | 2017 | | | | |
| 4 | | | | | | | | | | | | | | | | | |
| | d new | | | | | | | | | | | | | | | , | |
| | pose | d | | | | | | | | | | | | | | | |
| | pose | u | Туре | | Description | Estimated Yearly Saving | - Flath1 | Fatimated Vasalu C | wines Cest [MVD] | Tauastasaat | Cost [MVD] | Patron on | Tauasta est Mas | | 0 | mment | |
| | | | | | | | te (waanj | | avings Cost [PIYK] | | cost [PITK] | | anvestment (Yea | | | em | |
| ≡ | B | Inverter | / VSD / VFD | * I | nstall VFD | 20,000.00 | | 20,000.00 | | 20,000.00 | | 1.00 | | | | | |
| • | | | | | | | | 1 | | 1 | | 1 | | | | ÷ | |
| Ad | l new | Empty is | nas are automatically deleted when saving repo | ri. | | | | | | | | | | | | | - |

- 8. If your installation is using fuel as well, key in the fuel data (consumption and cost (MYR)) in the table under the fuel section.
- 9. If there is an Energy Saving Measures (ESM) have been implemented in the period reported, please fill in the data in the table under the ESM section.

Note:

- List Table This is the list of all ESM in the period reported (In progress, Completed, Rejected, Under Study / Approved by Management). If there is an ESM already completed, click the Copy completed to Summary button after filling in the data of the ESM.
- ii. Summary of Implemented ESM Table This table is only for ESM that already completed during the period of reporting. When fill in the Yearly Savings (kWh) and Yearly Savings Cost (MYR), you can estimate it for one year if the data for one year savings is not available (example, you measure the savings for one month, and then times the savings with 12 to get estimated savings for one year). Completed ESM is only required to be reported only once, if the Completed ESM already reported in the previous report, please do not put it again to avoid double counting in the analysis chart. Month Completed must be in 1-12 format (example month January please write 1) while Year Completed must be in YYYY format (example 2017 please write 2017 not 17).
- iii. Proposed Table This table is for the ESM planned in the future.

iv. ESM with status "In Progress" & "Under Study / Approved by Management" in the List Table and ESM from the Proposed Table will be carry forward to the Next Report under the List Table.

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| Report I | | 164 | | | | | | | Quick Lir | ıks |
| Installat | ion | Demo Instal | lation 🕢 | | | | | Installat | ion: Demo Inst | allation 📀 |
| Туре | | Report | Baseline-only | | | | | Reports | overview for the | ne installation |
| Start Da | te | 01/01/2017 | | | | | | | | |
| Reportin | ig duratio | n [months] 6 | | | | | | | | |
| | g period | 01/2017 - 06 | 5/2017 | | | | | | | |
| Status | | Draft | | | | | | | | |
| Commen | ut . | | | | | Statu | s History | | | |
| Commen | | | | | | Date Status | User Comme | ıt | | |
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| | | | | | | n Electricity must be e | | | | |
| | | | | | | | | | | |
| Electrici | ity | | | | | | | | | |
| Year | | | | | | | | | | |
| | Month | Accoun | t | | | | | | | |
| | Month | Accoun 123456789 [kWh] | nt Total [kWh] | | | | | | | |
| 2017 | Month 1 | | | | | | | | | |
| | | 123456789 [kWh] | Total [kWh] | | | | | | | |
| 2017 2017 | 1 2 | 123456789 [kwh] 500000 570000 | Total [kWh] 0 0 | | | | | | | |
| 2017 2017 2017 | 1 2 3 | 123456789 [kWh] 500000 570000 560000 | Total [kwh] Total [kwh] Total [kwh] Total | | | | | | | |
| 2017 2017 | 1 2 | 123456789 [kwh] 500000 570000 | Total [kWh] 0 0 | | | | | | | |
| 2017 2017 2017 | 1 2 3 | 123456789 [kWh] 500000 570000 560000 | Total [kwh] Total [kwh] Total [kwh] Total | | | | | | | |

10. Scroll up the page and click Save button.

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| Туре | | Rep | ort | | | | | | | Reports overview for t | ne installation 📀 |
| Start Da | te | 01/0 | 01/2017 | | | | | | | | |
| Reportin | g duration | [months] 6 | | | | | | | | | |
| Reportin | g period | 01/2 | 2017 - 06/2017 | | | | _ | | | | |
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| Commen | t | | | Date | Status User | Comment | | | | | |
| | | | | | | | | | | | |
| Electrici | ty | | | | | | | | | | 8 |
| Year | Month | | count | | | | | | | | |
| | | 123456789 [kW | | | | | | | | | |
| 2017 | 1 | 500,0 | | | | | | | | | |
| 2017 | 2 | 570,0 | | | | | | | | | |
| 2017 | 3 | 560,0 | | | | | | | | | |
| 2017 | 4 | 540,0 | | | | | | | | | |
| 2017 2017 | 5 6 | 550,0 | | | | | | | | | |
| | otal | 3,250,000 | 3,250,0 | | | | | | | | |
| x Exp | | 0/200/000 | | | | | | | | | |
| | | · | | | | | | | | | |
| Product | s and Spec | tific Energy Const | umption (SEC) Prod | uct | | | | SEC | | | |
| Year | Month | Cement - Wh | ite Cement | Cement - (| Coloured Cement | | | | | | |
| | | MT W | eightage [%] | МТ | Weightage [% | Cement | - White Cement [kWh/MT] | Cemen | t - Coloured Cement [kWh/MT] | | |
| 2017 | 1 | 250,000 | 50 | 260,000 | 5 | 0 | 1 | | 0.96153846 | | |

11. Click on the Submit to REEM button.

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| Report I | D | | 164 | | | | | | Quick Lin | ks | |
| Installat | ion | | Demo Installation | o | | | | | Installation: Demo Insta | allation 📀 | |
| Туре | | | Report | | | | | | Reports overview for the | e installation 📀 | |
| Start Da | te | | 01/01/2017 | | | | | | | | |
| | | n [months] | 6 | | | | | | | | |
| Reportin | g period | | 01/2017 - 06/201 | 7 | | | | | | | |
| Status | | | Draft | _ | Status History | | | | | | |
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| Electrici | ty | | • | _ | Confirm status cha | ange of this report to: "Submitted to R | EEM" × | | | ۵ | Ī |
| Year | Month | 100155300 | Account | | Comment | | | | | | |
| 2017 | 1 | 123456789 | | | Please verify and ap | pprove | | | | | |
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| 2017 | 3 | | | 0,000 | Confirm Car | icel | | | | | |
| 2017 | 4 | | | 0,000 | | | | | | | |
| 2017 | 5 | | | 0,000 | | | | | | | |
| 2017 | 6 | | | 0,000 | | | | | | | |
| Т | otal | 3,250,0 | 000 3,25 | 0,000 | | | | | | | |
| Exp | ort | | | | | | | | | | |
| Product | s and Spe | cific Energy (| Consumption (SE | C) | | | | | | 8 | |
| | | | P | roduct | | : | SEC | | | | |
| Year | Month | Cement | - White Cement | Cement - | Coloured Cement | Cement - White Cement [kWh/MT] | Cement - Coloured Cemen | t [kWh/MT] | | | |
| | | MT | Weightage [% | - | Weightage [%] | | | | | | |
| 2017 | 1 | 250,000 | 5 | 60 260,000 | 50 | 1 | | 0.96153846 | | | - |

12. Enter any comment if necessary and click the Confirm button.

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| 1 | 13 | | | | | | | | | | | |
| Report I | D | | 164 | | | | | | | | Quick Li | nks |
| installati | ion | | Demo Ins | tallation 📀 | | | | | | | Installation: Demo Installation | stallation 📀 |
| уре | | | Report | | | | | | | 14 | 4 Reports overview for | the installation G |
| tart Dal | | | 01/01/201 | 17 | | | | | | | | |
| | | n [months] | 6 | | | | | | | | | |
| teportin | g period | | 01/2017 - | | | | | Status History | | | | |
| tatus | | | Submitted | d to REEM | | Date | Status | User | Comment | | | |
| Commen | t | | | | 23/08/20 | 017 12:42:02 Sub | mitted to REEM | Demo Installation [MAL_I | NST] Please verify and app | prove | | |
| | | | | | | | | | | | | |
| Electrici | ty | | | | | | | | | | | |
| Year | Month | | Account | | | | | | | | | |
| | | 123456789 | | Total [kW | - | | | | | | | |
| 2017 | 1 | | 500,000 | 500,00 | | | | | | | | |
| 2017 | 2 | | 570,000 | 570,00 | | | | | | | | |
| 2017 | 3 | | 560,000 | 560,00 | | | | | | | | |
| 2017 | 4 | | 540,000 | 540,00 | | | | | | | | |
| 2017 | 5 | | 550,000 | 550,00 | | | | | | | | |
| 2017 | 6 | | 530,000 | 530,00 | | | | | | | | |
| To | otal | 3,250,0 | 000 | 3,250,00 | 0 | | | | | | | |
| Exp | ort | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Product | s and Spe | cific Energy (| Consumpti | ion (SEC) | | | | | | | | |
| | | | | Prod | ıct | | | | SEC | | | |
| Year | Month | Cement | - White Ce | ement | Cement - O | Coloured Cement | Comont W | hite Cement [kWh/MT] | Cement - Coloured Cem | opt [Mth/hft] | | |
| | | МТ | Weight | age [%] | MT | Weightage [%] | Cement - Wi | inte cemenc [kwn/m1] | Cement - Coloureu Cem | enc [kwn/MT] | | |
| 2017 | 1 | 250,000 | | 50 | 260,000 | 50 | | 1 | | 0.96153846 | | |
| 2017 | 2 | 240.000 | | 40 | 270.000 | 60 | | 0.95 | | 1.26666667 | | |

- 13. Report is now submitted to REEM for approval. REEM will review the report and approve it.
- 14. Click on the Reports overview for the installation button.

| # HOMEPAGE | Installa | tions 🗰 | REPORTS | Lee Charts | A LERTS | | | | | | | | 📨 O NEW 👻 🔺 DEMOJNST 👻 |
|---------------------|-----------------|--------------|-----------|-------------------|----------------|---------------|-----------|------------|--------------|---------|----------|------------|--|
| G Installati | ions 🛛 🗎 De | | | | | | | | | | | | |
| DETAILS | ELECTRICITY | VARIABLES | FUELS | PRODUCTS | REPORTS | S GRID OVERVI | EW REP | ORTS TABLE | | | | | |
| Report Acti | ons Cre | ate Historio | al Report | Create | Next Repo | rt (01/201 | 7 - 06/20 | 17) | | | | | |
| | | | | Re | ports for C | urrent Inst | allation | | | | | | Legend |
| Year 2016 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 07/2016 | 10 බ | 11 | 12 | Draft Submitted to REEM |
| | 15 | | 01/2017 | 0 | | | | | | | | | Approved by REEM Rejected by REEM |
| | | | | | | | | | | | | | Submitted to EC |
| | | | | | | | | | | | | | Rejected by EC |
| ACCOUNT | PRODUCT | VARIABL | E FUEL | | | | | | | | | | |
| | | | | | 12 | 3456789 [k | wh] | | | | | | |
| Year | r 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| 2016 | | 570,000 | 560,000 | 540,000 | 550,000 | 530,000 | 510,000 | 520,000 | 530,000 | 520,000 | 550,000 | 540,000 | |
| 2017 | 500,000 | 570,000 | 560,000 | 540,000 | 550,000 | 530,000 | | | | | | | |
| | | | | | | | | | | | | | Legend |
| | | | | | | | | | | | Gre | een | Minimal value |
| | | | | | | | | | | | Yel | llow | Average value |
| | | | | | | | | | | | R | ed | Maximal value |
| | | | | | | | | | | | Color g | gradient | Proportional in range between minimal, average, and maximal value in the table |
| | | | | | | | | | | | Average, | min and ma | ax are calculated for each table individually using only report values. Baseline values are not included. |
| | | | | | | | | | | | | | |

15. Report status now is Submitted to REEM.

| MEPAGE | | STALLATI | IONS 🗰 F | REPORTS | LEECHARTS | A ALERTS | | | | | | | | ⊠0 NEW → 🔺 DEMO.IN |
|--------------|----------|------------|---------------|-----------|---------------------|-----------------|-----------------|-----------|---------------------|---------------------|----------------------|----------------------|----------------------|--------------------------------|
| nstalla | tions | | | ion | | | | | | | | | | |
| AILS | ELECTRIC | ITY | VARIABLES | FUELS | PRODUCTS | REPORT | 'S GRID OVERVI | EW REPO | ORTS TABLE | | | | | |
| port Act | tions : | Crea | te Historic | al Report | Create | Next Repo | ort (01/201 | - | 17) | | | | | |
| | | | | | 1 | | | | , | | | | | |
| | | | | | | | Current Inst | | | | | | | Legend |
| ear | 1 | | 2 | 3 | 4 | 5 | 6 | 7 | 8 | | 10 | 11 | 12 | Draft Submitted to REI |
| 016 | 4.0 | | | | - 1 7 | | | | | 07/2016 | • | | | Approved by REE |
| 17 | 16 | | | 01/2017 | ω1/ | | | | | | | | | Rejected by REE |
| | | | | | | | | | | | | | | Submitted to E |
| | | | | | | | | | | | | | | Rejected by EC |
| | | | | | | | | | | | | | | |
| COUN | T PDr | | VARIABI | | 1 | | | | | | | | | |
| CCOUN | IT PRO | ODUCT | VARIABLI | FUEL | | | | | | | | | | |
| CCOUN | IT PRO | ODUCT | VARIABLI | FUEL | | 12 | 3456789 [| kWh] | | | | | | |
| CCOUN Yea | | ODUCT 1 | VARIABLI 2 | E FUEL | 4 | 12 5 | 3456789 [l 6 | kWh] 7 | 8 | 9 | 10 | 11 | 12 | |
| | ar | | | | 4 | | | | 8 520,000 | 9 530,000 | 10 520,000 | 11 550,000 | 12 540,000 | |
| Yea | ar is | | | | 4 540,000 | | | 7 | | | | | | |
| Yea 201 | ar is | 1 | 2 | 3 | | 5 | 6 | 7 | | | | | | |
| Yea 201 | ar is | 1 | 2 | 3 | | 5 | 6 | 7 | | | | 550,000 | 540,000 | Legend |
| Yea 201 | ar is | 1 | 2 | 3 | | 5 | 6 | 7 | | | | | 540,000 | Legend Minimal value |
| Yea 201 | ar is | 1 | 2 | 3 | | 5 | 6 | 7 | | | | 550,000 | 540,000 een | |
| Yea 201 | ar is | 1 | 2 | 3 | | 5 | 6 | 7 | | | | 550,000 Gre | 540,000 een | Minimal value |
| 201 | ar is | 1 | 2 | 3 | | 5 | 6 | 7 | | | | 550,000 Gre | een low ed | Minimal value Average value |

16. After REEM has approved the report, the status will change to Approved by REEM

17. Click on the report

| HOMEPAG | E MINS | TALLATIONS | 🛍 REPORT | S 💷CHART | S 🔺 ALER | 15 | | | | | 🔤 O NEW 👻 | 🔺 DEMO.INST 🕤 |
|------------|------------|---------------|----------|--------------|-------------|--------------|-------------------|-----------------------|---------------------------|----------|-------------------------|------------------|
| Edit | Refresh | Dates & Att | rs De | lete | Submit to E | с | | | | | | |
| Report II |) | | 164 | | 18 | | | | | | Quick Lin | ks |
| Installati | on | | Demo Ins | stallation 🖸 | | | | | | | Installation: Demo Inst | allation 📀 |
| уре | | | Report | | | | | | | | Reports overview for th | e installation G |
| tart Dat | e | | 01/01/20 | 17 | | | | | | _ | | |
| eportin | g duration | [months] | 6 | | | | | Status History | | | | |
| eportin | g period | | 01/2017 | - 06/2017 | | Date | Status | User | Comment | | | |
| tatus | | | Approved | d by REEM | | 017 12:42:02 | Submitted to REEM | • - | | 9 | | |
| ommen | t | | | | 23/08/20 | 017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM |] Ok | | | |
| | | | | | | | | | | | | |
| Electrici | У | | | | | | | | | | | |
| Year | Month | | Accoun | t | | | | | | | | |
| TCal | Month | 123456789 | [kWh] | Total [kWi | 1 | | | | | | | |
| 2017 | 1 | | 500,000 | 500,00 | 0 | | | | | | | |
| 2017 | 2 | | 570,000 | 570,00 | | | | | | | | |
| 2017 | 3 | | 560,000 | 560,00 | | | | | | | | |
| 2017 | 4 | | 540,000 | 540,00 | | | | | | | | |
| 2017 | 5 | | 550,000 | 550,00 | | | | | | | | |
| 2017 | 6 Ital | | 530,000 | 530,00 | | | | | | | | |
| 10 | | 3,250,0 | 00 | 3,250,00 | U | | | | | | | |
| La Expo | ort | | | | | | | | | | | |
| Products | and Spec | ific Energy (| Consumpt | tion (SEC) | | | | | | | | |
| | | | | Produ | ict | | | | SEC | | | |
| Year | Month | Cement | White C | ement | Cement - O | Coloured Cem | ent Coment 1 | Vhite Cement [kWh/MT] | Cement - Coloured Cement | wb/MT1 | | |
| | | МТ | Weight | tage [%] | МТ | Weightage | [%] | mile cenenc [kwn/M1] | Content - Coloureu Cement | | | |
| 2017 | 1 | 250,000 | | 50 | 260,000 | | 50 | 1 | 0. | 96153846 | | |

18. Click on the submit to EC button to submit the report to EC.

| # HOMEPAG | E MINS | TALLATIONS | 🛍 REPORTS | LILCHART | S 🔺 ALERI | 8 | | | | | 🖾 O NEW 👻 | 🛎 DEMO.INST 👻 |
|--|------------------------------------|---------------|--|--|---------------------------|-------------------------------|-------------------|--------------------------|-------------------------------|------------|-------------------------|------------------|
| Edit | Refresh | Dates & Att | rs Dele | ete | Submit to E | C | | | | | | |
| Report II | D | | 164 | | | | | | | | Quick Lin | iks |
| Installati | ion | | Demo Inst | allation 📀 | | | | | | | Installation: Demo Inst | allation 📀 |
| Туре | | | Report | | | | | | | | Reports overview for th | e installation 📀 |
| Start Dat | te | | 01/01/201 | 7 | | | | | | | | |
| Reporting | g duration | [months] | 6 | | | | | Status History | | | | |
| Reporting | g period | | 01/2017 - | 06/2017 | | Date | Status | User | Comment | | | |
| Status | | | Approved I | by REEM | 23/08/20 | 017 12:42:02 | Submitted to REEM | Demo Installation [MAL_I | NST] Please verify and approv | ve | | |
| Comment | t | | | | 23/08/20 | 017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM] | Ok | | | |
| 2017 2017 2017 2017 2017 2017 2017 | 1 2 3 4 5 6 0tal | | 500,000 570,000 560,000 540,000 550,000 530,000 | Total [kWf 500,00 570,00 560,00 540,00 550,00 530,00 3,250,00 | 0 19 0 0 0 0 0 0 | Confirm | cancel | /2017 | | | | |
| | s and Spec | ific Energy (| Consumptio | Produ | | | | | SEC | | | 8 |
| Year | Month | MT | Weighta | ige [%] | МТ | Coloured Ceme Weightage [4 | Cement - W | hite Cement [kWh/MT] | Cement - Coloured Cement | | | |
| 2017 | 1 | 250,000 | | 50 | 260,000 | | 50 | | 0 | 0.96153846 | | |

19. Enter any comment if necessary and click the Confirm button.

| HOMEPA | IGE 🕍 IN | STALLATIONS | MREPORTS | S Luichart | S 🔺 ALERTS | | | | 🖂 O NEW 👻 🔺 DEMO.INS |
|---|------------------------|-------------|--|--|---------------------|-------------------|------------------------------|---|--|
| PE | DF Form A | PDF For | m B PE | OF Report | 20 | | | | |
| Report I | (D | | 164 | | | | | | |
| Installa | tion | | Demo Ins | stallation 📀 | | | | | |
| Туре | | | Report | | | | | | |
| Start Da | ite | | 01/01/20 | 17 | | | Status History | | |
| Reportir | ng duratio | n [months] | 6 | | Date | Status | User | Comment | |
| Reportir | ng period | | 01/2017 · | - 06/2017 | 23/08/2017 12:42:02 | Submitted to REEM | Demo Installation [MAL_INST] | Please verify and approve | |
| Status | | | Submitte | d to EC | 23/08/2017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM] | Ok | |
| Commer | nt | | | | 23/08/2017 14:28:37 | Submitted to EC | Demo Installation [MAL_INST] | Report submission for 01/2017 - 06/2017 | |
| | | | | | | | | | Reports overview for the installation |
| Electric | | | Account | | | | | | Reports overview for the installation |
| Electric Year | ity Month | 12345678 | Account 9 [kWh] | t Total [kWh | | | | | Reports overview for the installation (|
| | | 12345678 | | | | | | | Reports overview for the installation (|
| Year | Month | 12345678 | 9 [kWh] | Total [kWh | D | | | | Reports overview for the installation of |
| Year 2017 | Month | 12345678 | 9 [kWh] 500,000 | Total [kWh 500,00 | D | | | | Reports overview for the installation (|
| Year 2017 2017 | Month 1 2 | 12345678 | 9 [kWh] 500,000 570,000 | Total [kWh 500,00 570,00 | | | | | Reports overview for the installation of |
| Year 2017 2017 2017 | Month 1 2 3 | 12345678 | 9 [kWh] 500,000 570,000 560,000 | Total [kWh 500,00 570,00 560,00 | | | | | Reports overview for the installation of |
| Year 2017 2017 2017 2017 | Month 1 2 3 4 | | 9 [kwh] 500,000 570,000 560,000 540,000 550,000 530,000 | Total [kWh 500,00 570,00 560,00 540,00 550,00 530,00 | | | | | Reports overview for the installation |
| Year 2017 2017 2017 2017 2017 2017 | Month 1 2 3 4 5 | 12345678 | 9 [kwh] 500,000 570,000 560,000 540,000 550,000 530,000 | Total [kWh 500,00 570,00 560,00 540,00 550,00 | | | | | Reports overview for the installation (|
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20. Report is now submitted to EC.

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|------------|------------|---------------|-----------|-----------|----------------|----------------|------------|------------|---------|---------|-----------------------|----------------------|---|
| nstallatio | ns De | mo Installati | ion | | | | | | | | | | |
| AILS EL | LECTRICITY | VARIABLES | FUELS | PRODUCTS | REPORT | 'S GRID OVERVI | EW REP | ORTS TABLE | | | | | |
| | | | 10.1 | | | . (07/004 | 7 40/00 | 4.73 | _ | | | | |
| port Actio | ns Crea | ate Historic | al Report | Create | Next Repo | rt (07/201 | .7 - 12/20 | 17) | | | | | |
| | | | | Re | eports for C | urrent Ins | tallation | | | | | | Legend |
| /ear | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Draft Submitted to REEM |
| 2016 | | | | | | | _ | | 07/2016 | • | _ | | Approved by REEM |
| 2017 | | | 01/2017 | • | | | | | | | | | Rejected by REEM |
| | | | | | | | | | | | | | Submitted to EC Rejected by EC |
| | | | | | | | | | | | | | |
| ACCOUNT | PRODUCT | VARIABLE | E FUEL | | | | | | | | | | |
| _ | | | | _ | | | | | | | | | |
| Year | 1 | 2 | 3 | 4 | 12 5 | 3456789 [l | cWhj 7 | 8 | 9 | 10 | 11 | 12 | |
| 2016 | _ | ~ | 3 | | | | 510,000 | 520,000 | 530,000 | 520,000 | 550,000 | 540,000 | |
| 2017 | | 570,000 | 560,000 | 540,000 | 550,000 | 530,000 | | | | | | | - |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | Legend |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | Gre | een | Minimal value |
| | | | | | | | | | | | Gre Yel | | Minimal value Average value |
| | | | | | | | | | | | | low | |
| | | | | | | | | | | | Yel | low ed | Average value |
| | | | | | | | | | | | Yell Re Color g | low ed radient | Average value Maximal value Proportional in range between minimal, average, |

21. Report status now is Submitted to EC.

4.4.4 Refresh Dates & Attributes

Refresh Dates & Attrs → Refresh Dates & Attributes Button

Important Notes:

1. This section is **only** for those user who have created a report (report in draft status) and then defined a new *attributes OR inactive existing *attributes. The draft report that have been created need to be refresh to include those newly defined attributes OR remove inactive attributes.

Note:

*Attributes: account/product/variable/fuel

Adding Newly Defined Attributes to the Draft Report

In this example, we want to add Fuel to the existing report.

| + HOMEP | IGE L ains | STALLATIONS 🛗 I | REPORTS LALC | HARTS 🛦 ALERTS | | | 🔤 0 NEW 🕶 | 🛔 TEST.INST 🕶 | ^ |
|--|----------------------------------|-------------------------------|----------------|------------------------------------|---|-------------------------|-----------|---------------|---|
| R Ex | port | | | | | | | | |
| Produc | ts and Spe | cific Energy Con | sumption (SE | C) | | | | = | |
| | | | Product | | SEC | | | | |
| Year | Month | Basic Precious Metric Tonn | | on-Ferrous Metals Weightage [%] | Basic Precious and Other Non-Ferrous Metals [kWh/Metric Tonne (MT)] | | | | |
| 2018 | | | | | | | | | |
| 2018 | | | | | | | | | |
| 2018 | | | | | | | | | |
| 2018 | | | | | | | | | |
| 2018 | | | | | | | | | |
| | Total | 0 | | | | | | | |
| E Ex | port | | | | | | | | |
| Variab | es | | | | | | | 6 | |
| 2018 2018 2018 2018 2018 2018 | 8 9 10 11 12 port | Variabl | | | | | | | |
| Energy | Saving Me | asures (ESM) | | | | | | = | |
| List | | | | | | | | | |
| | Descript ords found. | | nt Cost [MYR |] Status Comm | nent. | | | | |
| Sum | ma <mark>ry</mark> of | f Implemer | ted ESM | (?) | | | | | |
| | Descript ords found. | | vings [kWh] | Yearly Savings Co | ost [MYR] Return on Investment [Years] Month Completed Year Co | mpleted Comment | | | |
| Prop | osed | | | | | | | | |
| | Descript | | d Yearly Savin | igs [kWh] Estima | ted Yearly Savings Cost [MYR] Investment Cost [MYR] Return on Inv | astment [Years] Comment | | | |
| | | deleted when saving report. | | | | | | | |

1. In this draft report does not have Fuel table. We want to add Fuel in this report.

| # HOMEPAGE | I INSTALLA | TIONS 🛍 REPO | DRTS Land Char | TS ALERTS | | | | | | | | ⊠O NEW ▼ | 🛎 test.inst 👻 | ^ |
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| G Installa | itions Te | est Installation | 2 | | | | | | | | | | | |
| DETAILS | ELECTRICITY | VARIABLES | FUELS PROD | UCTS REPORTS G | RID OVERVIEW | REPORTS TABLE | | | | | | | | |
| Fuels (if a | applicable) # | + Create | 3 | | | | | | | i 🕨 | 📥 Global | l Search | C D | |
| Q | 🗘 Fuel | OM UOM | Inactive | Created by | Created Date | Modified by | Odified Date | | | | | | | |
| · | | | | | | | | | | | | | | |
| | | | | | 5 | | ncel al Gas [m ²] | × | | | | | | |

- 2. Go to Fuels Tab
- 3. Click Create Button
- 4. Select the Fuel
- 5. Click Create Button

| G Installatio | ions 🛛 👔 Test Installatio | n | | | | | |
|---------------|---------------------------|-------------|----------------------|---------------------------|--------------------|---------------------|-----|
| DETAILS E | ELECTRICITY VARIABLES | FUELS PRODU | JCTS REPORTS GRID OV | REPORTS TABLE | | | |
| Fuels (if app | plicable) + Create | | | | | i 🂓 📥 Global Search | C D |
| Q 0 F | Fuel 🔷 UOM | Inactive | ♦ Created by | reated Date 🔷 Modified by | ♦ Modified Date | | |
| O ≡ Nation | tural Gas m ³ | 0 | test.inst 13/0 | 19/2018 18:19:4 test.inst | 13/09/2018 18:19:4 | | |
| | 6 | | | | | | |
| | | | | | | | |
| | | | | | | | |

6. Fuel is now defined

| Installatio | ns Te | est Installatio | n | | | | | | | | | | |
|---------------|---------------|-----------------|--------------|----------|-------------|---------------|-----------|------------|--------------|-------|-------|-----------|-------------------------------------|
| ETAILS ELI | ECTRICITY | VARIABLES | FUELS | PRODUCTS | REPORTS | S GRID OVERVI | EW REP | ORTS TABLE | | | | | |
| Report Actior | ns Cre | ate Historic | al Report | Create | Next Repo | rt (07/201 | 8 - 12/20 | 18) | | | | | |
| | | | | | | | | _ | | | | | |
| Maga | • | 2 | 2 | | ports for C | | | | • | 10 | 11 | 12 | Legend Draft |
| Year 2017 | 1 | 2 | 3 01/2017 | 4 | <u> </u> | 6 | 7 | 8 | 9 07/2017 | 10 | | 12 | Submitted to REEM |
| 2018 | | | 01/2018 | | | | | | 07/2018 | | | | Approved by REEM |
| | | | | | | | | | 7 | | | | Rejected by REEM Submitted to EC |
| | | | | | | | | | | | | | Rejected by EC |
| | - | T | | | | | | | | | | | |
| ACCOUNT | PRODUCT | VARIABL | | | | | | | | | | | |
| | | | | | 11 | .111111 [k | Wh] | | | | | | |
| Year | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| 2017 | 1,242 | 1,521 | 1,241 | 1,512 | 1,214 | 1,242 | 1,356 | 1,254 | 1,236 | 1,326 | 1,333 | 1,566 | |
| 2018 | 1,232 | 1,424 | 1,423 | 1,235 | 1,111.11 | 1,234 | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | Legend |
| | | | | | | | | | | | Gre | en | Legend Minimal value |
| | | | | | | | | | | | Gre | | - |
| | | | | | | | | | | | | low | Minimal value |
| | | | | | | | | | | | Yell | low ed | Minimal value Average value |

7. Go to Report Grid Overview Tab. Open back the draft report

| Edit | Refres | Dates & Attr | 5 Delete | Submit to REEM | |
|-----------|-------------|--------------|---------------------|----------------|--|
| Report I | D | 8 | 5930 | | Quick Links |
| Installat | tion | ٦ | Fest Installation 📀 | | Installation: Test Installation 🖸 |
| Туре | | F | Report | | Reports overview for the installation O |
| Start Da | te | (| 01/07/2018 | | |
| Reportin | ng duration | n [months] | 5 | | |
| Reportin | ng period | (| 07/2018 - 12/2018 | | |
| Status | | [| Draft | Stat | tus History |
| Commen | ıt | | | Date Status | s User Comment |
| | | | | | Warnings |
| | | | | | All fields in Variables must be entered for sector Industry |
| | | | | | All fields in Products and Specific Energy Consumption (SEC) must be entered for sector Industry |
| | | | | | All fields in Electricity must be entered for sector Industry |
| | | | | | |
| Electrici | ity | | | | |
| | | 1 | Account | | |
| Year | Month | 11111111 [k | Wh] Total [kW | /h] | |
| 2018 | 7 | | | 0 | |
| 2018 | 8 | | | 0 | |
| 2018 | 9 | | | 0 | |
| 2018 | 10 | | | 0 | |
| 2018 | 11 | | | 0 | |
| 2018 | 12 | | | 0 | |
| T | | | | | |
| | otal | 0 | | 0 | |
| 🖄 Exp | | 0 | | 0 | |

8. Click at the Refresh Dates & Attrs. Button

| # HOMEPAGE | ₩REPORTS Leader | ARTS A ALERTS | | | | 🖾 O NEW 👻 | 🛎 TEST.INST 👻 | ^ |
|--|------------------------------------|------------------------------------|-------------------|--|----------|--|----------------|---|
| Edit Refresh Dates & At | trs Delete | Submit to REEM | | | | | | |
| Report ID Installation | 6930 Test Installation ○ | | | | Inst | Quick Links allation: Test Installa | | |
| Type Start Date | Report 01/07/2018 | | | | Rep | orts overview for the | installation 📀 | |
| Reporting duration [months] | 6 Refresh Date | s & Attrs | | | × | | | |
| Status Comment | | modified only for histor ports) | ical reports (not | After a report is created (and before submitting) you might need to change its date range or a list of attributes. | | | | |
| Electricity Year Month 11111111 2018 7 2018 8 | Ac | | Name Gas [m³] | Modification of dates is possible only in the following situations, and if you have a grant to edit them: • Historical report - you can modify all: year, month • Current report in the not possible to modify dates (they are defined by on installation: start of current report in the not possible to modify dates (they are defined by on installation: start of installation) • Ourrent report is the one with the same starting date as start of current reporting period or installation! Period can be modified on by by administrator. Attributes (accounts, variables, fuel, products) on installation. In the table 'Pending Changes' there is a list of changes that will be made to the report after you click on the bioticn' Confirm Changes'. To modify attributes on a report, <u>edit the attributes on the installation</u> , and click here on 'Refresh' button. NOTE: Active/inactive is used only when creating a new report, or when refreshing a structure of an existing one. It does not effect any already created report, even if you edit its data. 'Attribute' is a common term referring to account/product/variable/fuel. | of he | nust be entered for se | ector Industry | |
| 2018 9 2018 10 2018 11 2018 12 Total 0 Item Export | | 0 0 0 0 | | | | | | |

9. Check at the Pending Changes. Fuel will be created in the report. Click Confirm Changes

| # HOMEPAGE | | TALLATIONS | # REPORTS | Lelicharts | ▲ ALERTS | | ⊠O NEW → | 🛎 TEST.INST 🕶 | |
|---------------|-----------|---------------------|-----------|------------|----------|--|----------|---------------|---|
| 2018 Tot | 12 tal | | 0 | | | | | | |
| 🗴 Ехрог | rt | | | | | | | | |
| | | | | | | | | | _ |
| Variables | | | | | | | | = | |
| Year | Month | Vari | | | | | | | |
| 2018 | 7 | No of Shut | down Days | | | | | | |
| 2018 | 8 | | | | | | | | |
| 2018 | 9 10 | | | | | | | | |
| 2018 2018 | 10 | | | | | | | | |
| 2018 | 12 | | | | | | | | |
| Expo | rt | | | | | | | | |
| _ | | | | | | | | | |
| Fuel | | | | | | | | - | |
| Year | Month | Fuel Natural | | | | | | | |
| | | m ³ Cost | | 10 | | | | | |
| 2018 | 7 | | | | | | | | |
| 2018 2018 | 8 9 | | | | | | | | |
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| 2018 | 11 | | | | | | | | |
| 2018 Tot | 12 tal | 0 | 0 | | | | | | |
| Expo | | | | | | | | | |
| Expoi | it. | | | | | | | | |
| Energy Sa | aving Mea | asures (ESM |) | | | | | = | |
| Link | | | | | | | | | |

10. Fuel is now added to the report.

Removing Inactive Attributes from the Draft Report

In this example, we want to remove Fuel from the existing report.

| # HOMEPAG | | STALLATIONS | m REPORTS | Leucharts | A LERTS | | | ⊠O NE | W - | 🛎 TEST.INST 🗸 |
|--------------|------------|-------------------|-----------------------|-----------|----------------|--|--|-------|-----|---------------|
| 2018 To | 12 Ital | | 0 | | | | | | | |
| Expo | ort | | | | | | | | | |
| | | | | | | | | | | |
| Variable | s | | | | | | | | | |
| Year | Month | | riable Itdown Days | | | | | | | |
| 2018 | | NO OF SH | Itdown Days | | | | | | | |
| 2018 | 8 | | | | | | | | | |
| 2018 | 9 | | | | | | | | | |
| 2018 2018 | 10 11 | | | | | | | | | |
| 2018 | 12 | | | | | | | | | |
| 🖹 Ехро | aut. | | | | | | | | | |
| © cxpt | л | | | | | | | | | |
| Fuel | | | | | | | | | | |
| | | Fu | el | | | | | | | |
| Year | Month | Natura | | | | | | | | |
| 2018 | 7 | m ³ Co | st [MYR] | | | | | | | |
| 2018 | 8 | | | | | | | | | |
| 2018 | 9 | | | | | | | | | |
| 2018 | 10 | | | | | | | | | |
| 2018 2018 | 11 12 | | | | | | | | | |
| | otal | 0 | 0 | | | | | | | |
| Expo | art | | | | | | | | | |
| C CAPA | <i>n</i> c | | | | | | | | | |
| Energy S | Saving Me | asures (ES | M) | | | | | | | |
| Liet | | | | | | | | | | |

1. In this draft report, it has Fuel table. We want to remove Fuel in this report.

| HOMEPAGE MINISTALLATIONS EREPORTS MICHARTS ALERTS | 🖾 O NEW 🗸 🔺 TESTINST 🗸 |
|--|-------------------------|
| O Installations Test Installation 2 | |
| DETAILS ELECTRICITY VARIABLES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE | |
| Fuels (if applicable) + Create | i 🕨 📩 Global Search Q D |
| Q O Fuel O IDM O Inactive O Created by O Modified by O Modified Date | |
| O ■ Natural Gas m³ 0 test.inst 13/09/2018 18:19:4 test.inst 13/09/2018 18:19:4 | |
| 3 | |

- 2. Go to the Fuels Tab
- 3. Open the Fuel dialog box
- 4. Tick the Inactive box
- 5. Click Update button

| * | HOMEPAG | E E MINSTALLA | TIONS 🗰 REPO | ORTS Lelicharts | ALERTS | | | | | | | | 🖂 O NEW 🗸 | 🛎 test.inst 🗸 | |
|---|-----------|----------------------|------------------|-----------------|---------------|--------------------|---------------|--------------------|--|--|------|----------|-----------|---------------|--|
| G | Instal | ations Te | est Installation | | | | | | | | | | | | |
| 1 | ETAILS | ELECTRICITY | VARIABLES | FUELS PRODUC | IS REPORTS O | RID OVERVIEW | REPORTS TABLE | | | | | | | | |
| | Fuels (if | applicable) | + Create | | | | | | | | i >> | 📥 Global | l Search | C D | |
| | Q | Fuel | O UOM | Inactive | Created by | Created Date | Modified by | O Modified Date | | | | | | | |
| | ⊜ ≡ | Natural Gas | m ³ | 1 | test.inst | 13/09/2018 18:19:4 | test.inst | 14/09/2018 11:02:2 | | | | | | | |
| | | | | 6 | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

6. Fuel is now set to inactive

| OMEPAGE | MINSTALLA | TIONS 🗰 | REPORTS | LILCHARTS | ALERTS | | | | | | | | | ⊠O NEW → 🔒 TEST.INST • |
|--------------|-------------------|-------------------|-------------------|-----------|-------------------|-------------------|------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------|---|
| nstallatior | ns Te | st Installatio | on | | | | | | | | | | | |
| AILS ELE | ECTRICITY | VARIABLES | FUELS | PRODUCT | s Report | 'S GRID OVERV | IEW REF | ORTS TABLE | | | | | | |
| port Action | s Crea | ate Histori | cal Report | Create | e Next Repo | ort (07/20 | 18 - 12/20 | 18) | | | | | | |
| | | | | R | eports for (| Current Ins | tallation | | | | | | | Legend |
| Year | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | | Draft |
| 2017 | | | 01/2017 | Ð | | | | | 07/2017 | • | | | | Submitted to REEM Approved by REEM |
| 2018 | | | 01/2018 | Ð | | | | | 07/2018 | 0 | | | | Rejected by REEM |
| | | | | | | | | | 7 | | | | | Submitted to EC |
| | | | | | | | | | | | | | | Rejected by EC |
| | | | _ | | | | | | | | | | | Rejected by Lo |
| ACCOUNT | | | | | | | | | | | | | | |
| AGGOUNI | PRODUCT | VARIABL | E | | | | | | | | | | | |
| ACCOUNT | PRODUCT | VARIABL | E | | 11 | 111111 | cWh1 | | | | | | | |
| Year | PRODUCT | VARIABL | E 3 | 4 | 11 5 | 111111 [l | cWh] | 8 | 9 | 10 | 11 | 12 | | |
| | 1 | 2 | 3 | | 5 | | 7 | | 9 1,236 | | | _ | | |
| Year | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | | 8 1,254 | | 10 1,326 | 11 1,333 | 12 1,566 | | |
| Year 2017 | 1 | 2 | 3 | | 5 | 6 | 7 | | | | | _ | | |
| Year 2017 | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | 7 | | | | | _ | | Legend |
| Year 2017 | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | 7 | | | | | 1,566 | Green | Legend Minimal value |
| Year 2017 | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | 7 | | | | | 1,566 | | Minimal value |
| Year 2017 | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | 7 | | | | | 1,566 | 'ellow | Minimal value Average value |
| Year 2017 | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | 7 | | | | | 1,566 | | Minimal value Average value Maximal value |
| Year 2017 | 1 1,242 | 2 1,521 | 3 1,241 | 1,512 | 5 1,214 | 6 1,242 | 7 | | | | | 1,566 | 'ellow | Minimal value Average value |

7. Go to Report Grid Overview Tab. Open back the draft report

| Edit | Refres | h Dates & Att | trs Delete | 2 I Submit to REEM I | |
|------------|-----------|---------------|-----------------|--|--|
| Report II | D | 8 | 6930 | | Quick Links |
| Installati | ion | | Test Installati | ion O | Installation: Test Installation 📀 |
| Туре | | | Report | | Reports overview for the installation \mathbf{O} |
| Start Dat | te | | 01/07/2018 | | |
| Reporting | g duratio | n [months] | 6 | | |
| Reporting | g period | | 07/2018 - 12/ | /2018 | |
| Status | | | Draft | Status History | |
| Commen | t | | | Date Status User Comment | |
| | | | | Warnings | |
| | | | | All fields in Variables must be entered for sector Industry | |
| | | | | All fields in Variables must be entered for sector industry All fields in Products and Specific Energy Consumption (SEC | C) must be entered for sector Industry |
| | | | | All fields in Froducts and Specific Energy Consumption (SEX All fields in Electricity must be entered for sector Industry | c) must be entered for sector muustry |
| | | | | All helds in Electricity must be entered for sector industry | |
| Electricit | ty | | | | |
| | | | Account | | |
| Year | Month | 11111111 | [kWh] Tota | al [kwh] | |
| 2018 | 7 | | | 0 | |
| 2018 | 8 | | | 0 | |
| 2018 | 9 | | | 0 | |
| 2018 | 10 | | | 0 | |
| 2018 | 11 | | | 0 | |
| 2018 | 12 | | | 0 | |
| То | otal | 0 | | 0 | |
| Expo | ort | | | | |

8. Click at the Refresh Dates & Attrs. Button

| HOMEPAGE | ■REPORTS Laucharts 🕰 Alerts | 🖾 O NEW 🗸 🔺 TEST.INST 🗸 | Â |
|--|---|---|---|
| Edit Refresh Dates & A | ttrs Delete I Submit to REEM I | | |
| Report ID Installation Type | Report | Quick Links Installation: Test Installation ♥ Reports overview for the installation ♥ | |
| Start Date Reporting duration [months] | 01/07/20 Refresh Dates & Attrs 6 X | | |
| Reporting period Status Comment | 07/2018 Dates can be modified only for historical reports (not Draft After a report is created (and before submitting) you might need to change its date range or a list of attributes. Refresh Modification of dates is possible only in the following situations, and if you have a grant to edit them: | | |
| Electricity Year Month 1111111 2018 7 2018 2018 2018 9 2018 10 2018 10 2018 11 2018 12 Total 0 Image: Second secon | Attributes cannot be explicitly modified on this form, put they will be updated according to the current its or active attributes (accounts, viriables, fuel, moducts) on installation. In the table "Pending Changes" there is a list of changes that will be made to the report after you click on the buton. "Confirm Changes" To modify attributes on a report, <u>add the attributes on the installation</u> , and click here on 'Refresh' button. | C) must be entered for sector Industry | Ţ |

9. Check at the Pending Changes. Fuel will be deleted from the report. Click Confirm Changes

| 希 HOMEPAGE | M INSTALLATI | ONS 🗰 REPORTS | Lelicharts | ▲ ALERTS | | | | | ⊠O NEW → | 🛎 test.inst 🗸 | ^ |
|------------|---------------------|-----------------------------|-------------------|----------------------|------------------------------|-----------------|----------------|---------|----------|---------------|---|
| Export | | | | | | | | | | | |
| Variables | | | | | | | | | | • | |
| Year M | 1onth No.0 | Variable f Shutdown Days | | | | | | | | | |
| 2018 | 7 | ronacaonin bayo | | | | | | | | | |
| 2018 | 8 | | | | | | | | | | |
| 2018 | 9 | | _ | | | | | | | | |
| | 10 11 | | - | | | | | | | | |
| | 12 | | - | | | | | | | | |
| Export | | | | | | | | | | | |
| Energy Sav | ring Measure | (ESM) | | | | | | | | • | |
| List | | | | | | | | | | | |
| Type D | escription | Investment Cost | [MYR] Sta | tus Comment | | | | | | | |
| No records | | | | | | | | | | | |
| Summa | ry of Im | plemented I | SM ^(?) | | | | | | | | |
| | | Yearly Savings [| (Wh] Year | y Savings Cost [MYR] | Return on Investment [Years] | Month Completed | Year Completed | Comment | | | |
| No records | found. | | | | | | | | | | |
| Propose | ed | | | | | | | | | | - |

10. Fuel is now removed from the report.

4.4.5 Reports Table

| AILS | ELECTRICITY | VARIABLES | FUELS PRO | IDUCTS REPORTS G | RID OVERVIEW REPORTS TABLE | | | | | | | |
|-------|-------------|-------------------|-----------------|--------------------------|--|-----------------|---------|------------|--|-------------|--|-------------|
| ports | Create | e Historical Repo | ort Crea | te Next Report | | | | | i | 🕨 📥 Glo | bal Search | 2 |
| ۹ | File number | Installation Nam | e 🔿 Report type | Start Date | ♦ Report duration [♦ Reporting period | Report Status | Comment | Created by | Created Date | Modified by | O Modified Date | 🔉 Report ID |
| | demo | Demo Installation | Baseline | 01/01/2016 | 6 01/2016 - 06/2016 | SUBMITTED_TO_EC | | | 23/08/2017 15:37:1 | | 23/08/2017 15:44:0 | 16 |
| ≡ | demo | Demo Installation | Report | 01/01/2018 | 6 01/2018 - 06/2018 | SUBMITTED_TO_EC | | | 28/09/2017 11:00:1 | | 28/09/2017 11:05:5 | 22 |
| ≡ | demo | Demo Installation | Report | 01/07/2018 | 6 07/2018 - 12/2018 | SUBMITTED_TO_EC | | | 28/09/2017 11:06:0 | | 28/09/2017 11:12:2 | 22 |
| | demo | Demo Installation | Report | 01/01/2019 | 6 01/2019 - 06/2019 | SUBMITTED_TO_EC | | | 28/09/2017 11:12:4 | | 28/09/2017 11:30:1 | 22 |
| | demo | Demo Installation | Report | 01/07/2019 | 6 07/2019 - 12/2019 | | | | 28/09/2017 11:30:2 | | 28/09/2017 11:33:1 | 22 |
| | demo | Demo Installation | Report | 01/01/2017 | 6 01/2017 - 06/2017 | | | | 23/08/2017 12:19:2 | | 23/08/2017 14:28:3 | 16 |
| | demo | Demo Installation | Report | 01/07/2017 | 6 07/2017 - 12/2017 | | | | 19/09/2017 11:24:1 | | 28/09/2017 10:59:0 | 20 |
| ≡ | demo | Demo Installation | Report | 01/01/2020 01/07/2016 | 6 01/2020 - 06/2020 6 07/2016 - 12/2016 | | | | 05/10/2017 16:06:2 23/08/2017 11:37:3 | | 05/10/2017 16:15:0 23/08/2017 12:10:4 | 24 |
| | | | | | | | | | | | | |

1. Reports Table section contain list of report with its status for the installation.

5. Reports

5.1 Overview

| i) 2 Global Search i) 2 Global Search i)] 2 Global Search i)] 2 Global Search< | i) i) i) i i) i i) i i i i i i i i i i i i i i i i i i i | HOM | EPAGE | INSTA | LLATIONS 🛛 🛗 RE | PORTS 💷CH | ARTS 🔺 ALERTS | S | | | | | | | 2 [™] 0 NEW → | 🔺 DEMO.IN | |
|--|--|-------|-----------|--------------|-------------------|-------------|---------------|-------------------|-------------------|-----------------|-----------|------------|--------------------|---------------|------------------------|-----------|--|
| demo Demo Installation Baseline 01/01/2016 6 01/2016 - 06/2016 SUBMITTED_TO_EC 23/08/2017 15:37:1 | demo Demo Installation Baseline 01/01/2016 6 01/2016 - 06/2016 SUBMITTED_TO_EC 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 15:37:1 23/08/2017 11:05:5 221 demo Demo Installation Report 01/07/2018 6 07/2018 - 06/2018 SUBMITTED_TO_EC 28/09/2017 11:06:0 28/09/2017 11:02:1 22/08/2017 11:02:1 22/08/2017 11:02:1 22/08/2017 11:02:1 22/08/2017 11:02:1 22/08/2017 11:02:1 22/08/2017 11:02:1 23/08 | oorts | ; 1 | | | | | | | | | | | i 🕨 | | 2 | |
| demo Demo Installation Report 01/01/2018 6 01/2018 · 06/2018 SUBMITTED_TO_EC 28/09/2017 11:00:1 | demo Demo Installation Report 01/01/2018 6 01/2018 - 06/2018 SUBMITTED_TO_EC 28/09/2017 11:00:1 | Q | 🔷 File nu | mber | Installation Name | Report type | 🛇 Start Date | Report duration [| Reporting period | Report Status | 🗘 Comment | Created by | Created Date | O Modified by | Modified Date | ort ID | |
| Image: style | Image: style | | demo | | Demo Installation | Baseline | 01/01/2016 | 6 | 01/2016 - 06/2016 | SUBMITTED_TO_EC | | | 23/08/2017 15:37:1 | | 23/08/2017 15:44:0 | 165 | |
| demo Demo Installation Report 01/01/2019 6 01/2019 - 06/2019 SUBMITTED_TO_EC 28/09/2017 11:2:4 28/09/2017 11:3:1 223 demo Demo Installation Report 01/07/2019 6 07/2019 - 12/2019 SUBMITTED_TO_EC 28/09/2017 11:30:1 223 28/09/2017 11:30:1 224 demo Demo Installation Report 01/01/2017 6 07/2019 - 12/2017 SUBMITTED_TO_EC 23/09/2017 11:30:1 224 23/08/2017 12:39:2< | demo Demo Installation Report 01/01/2019 6 01/2019 - 06/2019 SUBMITTED_TO_EC 28/09/2017 11:12:4 28/09/2017 11:30:1 223 demo Demo Installation Report 01/07/2019 6 07/2019 - 12/2019 SUBMITTED_TO_EC 28/09/2017 11:30:1 223 24/09/2017 11:30:1 223 demo Demo Installation Report 01/01/2017 6 07/2017 12/007 28/09/2017 11:30:1 223 24/09/2017 11:30:1 224 demo Demo Installation Report 01/01/2017 6 01/2017 0:00:7 23/08/2017 12:19:2 < | | demo | | Demo Installation | Report | 01/01/2018 | 6 | 01/2018 - 06/2018 | SUBMITTED_TO_EC | | | 28/09/2017 11:00:1 | | 28/09/2017 11:05:5 | 221 | |
| demo Demo Installation Report 01/07/2019 6 07/2019 - 12/2019 SUBMITTED_TO_EC 28/09/2017 11:30:2 | demo Demo Installation Report 01/07/2019 6 07/2019 - 12/2019 SUBMITTED_TO_EC 28/99/2017 11:30:2 28/09/2017 11:33:1 224 demo Demo Installation Report 01/01/2017 6 01/2017 - 02/2017 SUBMITTED_TO_EC 23/09/2017 11:30:2 23/09/2017 11:33:1 24 demo Demo Installation Report 01/07/2017 6 01/2017 - 02/2017 SUBMITTED_TO_EC 23/09/2017 12:19:2 23/09/2017 11:30:2 | ≡ | demo | 1 | Demo Installation | Report | 01/07/2018 | 6 | 07/2018 - 12/2018 | SUBMITTED_TO_EC | | | 28/09/2017 11:06:0 | | 28/09/2017 11:12:2 | 222 | |
| demo Demo Installation Report 01/01/2017 6 01/2017-06/2017 SUBMITTED_TO_EC 23/08/2017 12:19:2 23/08/2017 12:19:2 23/08/2017 11:24:13 164 demo Demo Installation Report 01/07/2017 6 07/2017-12/2017 SUBMITTED_TO_EC 19/09/2017 11:24:1 28/09/2017 10:59:0 201 demo Demo Installation Report 01/01/2020 6 01/2020-06/2020 SUBMITTED_TO_EC 05/10/2017 16:06:2 05/10/2017 16:05:0 201 | demo Demo Installation Report 01/01/2017 6 01/2017-06/2017 SUBMITTED_TO_EC 23/08/2017 12:19:2 23/08/2017 12:19:2 23/08/2017 11:29:2 | ≡ | demo | _ | Demo Installation | Report | 01/01/2019 | 6 | 01/2019 - 06/2019 | SUBMITTED_TO_EC | | | 28/09/2017 11:12:4 | | 28/09/2017 11:30:1 | 223 | |
| E demo Demo Installation Report 01/07/2017 G 07/2017 - 12/2017 SUBMITTED_TO_EC 19/09/2017 11:24:1 28/09/2017 10:59:0 201 demo Demo Installation Report 01/01/2020 6 01/2020 - 06/2020 SUBMITTED_TO_EC 05/10/2017 16:06:2 05/10/2017 16:05:0 201 | E demo Demo Installation Report 01/07/2017 G 07/2017 - 12/2017 SUBMITTED_TO_EC 19/09/2017 11:24:1 28/09/2017 10:59:0 201 demo Demo Installation Report 01/01/2020 6 01/2020 - 06/2020 SUBMITTED_TO_EC 05/10/2017 16:05:2 05/10/2017 16:05:2 201 | ≡ | demo | | Demo Installation | Report | 01/07/2019 | 6 | 07/2019 - 12/2019 | SUBMITTED_TO_EC | | | 28/09/2017 11:30:2 | | 28/09/2017 11:33:1 | 224 | |
| E demo Demo Installation Report 01/01/2020 6 01/2020 - 06/2020 SUBMITTED_TO_EC 05/10/2017 16:06:2 05/10/2017 16:15:0 241 | E demo Demo Installation Report 01/01/2020 6 01/2020 - 06/2020 SUBMITTED_TO_EC 05/10/2017 16:06:2 05/10/2017 16:05:2 241 | ≡ | demo | | Demo Installation | Report | 01/01/2017 | 6 | 01/2017 - 06/2017 | SUBMITTED_TO_EC | | | 23/08/2017 12:19:2 | | 23/08/2017 14:28:3 | 164 | |
| | | ≡ | demo | | Demo Installation | Report | 01/07/2017 | 6 | 07/2017 - 12/2017 | SUBMITTED_TO_EC | | | 19/09/2017 11:24:1 | | 28/09/2017 10:59:0 | 201 | |
| Emo Demo Installation Baseline 01/07/2016 6 07/2016 - 12/2016 SUBMITTED_TO_EC 23/08/2017 11:37:3 23/08/2017 12:10:4 163 | Beno Demo Installation Baseline 01/07/2016 6 07/2016 - 12/2016 SUBMITTED_TO_EC 23/08/2017 11:37:3 23/08/2017 12:10:4 163 | ≡ | demo | | Demo Installation | Report | 01/01/2020 | 6 | 01/2020 - 06/2020 | SUBMITTED_TO_EC | | | 05/10/2017 16:06:2 | | 05/10/2017 16:15:0 | 241 | |
| | | = | demo | | Demo Installation | Baseline | 01/07/2016 | 6 | 07/2016 - 12/2016 | SUBMITTED TO EC | | | 23/08/2017 11:37:3 | | 23/08/2017 12:10:4 | 163 | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |

- 1. This section will show list of report for the installation.
- 2. Export button allows the user to export the table to Excel or CSV format.
- 3. Refresh button allows user to refresh the data in the table.
- 4. Reset Table allows user to reset the table to its original state.

5.2 Generate Form A and Form B

| HOMEPA | GE LIN | STALLATIONS | EREPORT | S 💷CHARTS | A LERTS | | | | 🔤 O NEW 👻 🔺 DEMOJINST 👻 |
|---|-----------|----------------|--------------------|--------------------|---------------------|-------------------|------------------------------|---|---|
| 1 PD | F Form A | PDF Form | n B 🛛 Pl | DF Report | I | | | | |
| Report I | D | | 164 | | | | | | |
| installat | ion | | Demo Ins | stallation 📀 | | | | | |
| Гуре | | | Report | | | | | | |
| Start Date 01/01/2017 Reporting duration [months] 6 | | | | | | | | | |
| Reportin | g duratio | n [months] | 6 | | Date | Status | User | Comment | |
| Reportin | g period | | 01/2017 | - 06/2017 | 23/08/2017 12:42:02 | Submitted to REEM | Demo Installation [MAL_INST] | Please verify and approve | |
| Status | | | Submitte | d to EC | 23/08/2017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM] | Ok | |
| Commen | t | | | | 23/08/2017 14:28:37 | Submitted to EC | Demo Installation [MAL_INST] | Report submission for 01/2017 - 06/2017 | |
| Electrici | ty | | | | _ | | | | Reports overview for the installation O |
| Year | Month | | Account | | | | | | |
| 0047 | | 123456789 | _ | Total [kWh] | | | | | |
| 2017 2017 | 1 | | 500,000 | 500,000 | | | | | |
| 2017 | 2 | | 570,000 560,000 | 570,000 560,000 | | | | | |
| 2017 | 3 4 | | 540,000 | 540,000 | | | | | |
| 2017 | 5 | | 550,000 | 550,000 | | | | | |
| 2017 | 6 | | 530,000 | 530,000 | | | | | |
| | otal | 3,250,0 | | 3,250,000 | | | | | |
| k Exp | ort | | | | | | | | |
| Product | s and Spe | cific Energy (| Consumpt | tion (SEC) | | | | | 8 |
| | | | | Produc | t | | SEC | | |

1. Opened the report that has been submitted to EC. Click on the PDF Form A button.



2. Form A will be generated.

| HOMEPA | GE 🖬 IN | STALLATIONS | REPORT | S 💷CHART | S 🔺 ALERTS | | | | 🖂 O NEW 👻 🔺 DEMOJINST 👻 |
|--|----------------------------|-------------|---|--|---------------------|-------------------|------------------------------|---|--|
| PD | OF Form A | 3PDF For | m B 🛛 Pl | DF Report | I | | | | |
| Report I | D | | 164 | | | | | | |
| Installat | tion | | Demo In | stallation 😡 | | | | | |
| Гуре | | | Report | | | | | | |
| Start Da | ıte | | 01/01/20 | 017 | | | Status History | | |
| Reportin | ng duratio | n [months] | 6 | | Date | Status | User | Comment | |
| Reportin | ng period | | 01/2017 | - 06/2017 | 23/08/2017 12:42:02 | Submitted to REEM | Demo Installation [MAL_INST] | Please verify and approve |] |
| Status | | | Submitte | ed to EC | 23/08/2017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM] | Ok | |
| Commer | nt | | | | 23/08/2017 14:28:37 | Submitted to EC | Demo Installation [MAL_INST] | Report submission for 01/2017 - 06/2017 | |
| | | | | | | | | | Quick Links Installation: Demo Installation 🛇 |
| | | | | | | | | | |
| | | | | | | | | | Reports overview for the installation \pmb{O} |
| Electric | ity | | | | | | | | |
| | | | Account | ıt | | | | | |
| Electrici Year | ity Month | 123456789 | | it Total [kWh | | | | | Reports overview for the installation O |
| | | | | | | | | | |
| Year | Month | | 9 [kWh] | Total [kWh | D | | | | |
| Year 2017 | Month 1 | | 9 [kWh] 500,000 | Total [kWh 500,00 | D | | | | |
| Year 2017 2017 | Month 1 2 | | 9 [kWh] 500,000 570,000 | Total [kWh 500,00 570,00 | | | | | |
| 2017 2017 2017 | Month 1 2 3 | | 9 [kwh] 500,000 570,000 560,000 | Total [kWh 500,00 570,00 560,00 | | | | | |
| Year 2017 2017 2017 2017 | Month 1 2 3 4 | | 9 [kwh] 500,000 570,000 560,000 540,000 | Total [kWh 500,00 570,00 560,00 540,00 | | | | | |
| Year 2017 2017 2017 2017 2017 2017 | Month 1 2 3 4 5 | | P [kwh] 500,000 570,000 560,000 540,000 550,000 550,000 530,000 | Total [kWh 500,00 570,00 560,00 540,00 550,00 | | | | | |
| Year 2017 2017 2017 2017 2017 2017 | Month 1 2 3 4 5 6 otal | | P [kwh] 500,000 570,000 560,000 540,000 550,000 550,000 530,000 | Total [kWh 500,00 570,00 560,00 540,00 550,00 530,00 | | | | | |
| Year 2017 2017 2017 2017 2017 2017 10 17 2017 | Month 1 2 3 4 5 6 otal out | | 9 [kwh] 500,000 570,000 560,000 540,000 550,000 530,000 000 | Total [kWh 500,00 570,00 560,00 540,00 550,00 330,00 3,250,00 | | | | | |

3. Click on the PDF Form B button.

| <u> </u> | |
|---|---|
| Suruhanjaya Tenaga Energy Commission | |
| Energy Commission | |
| FORM B | |
| | |
| ELECTRICITY SUPPLY ACT 1990 | |
| EFFICIENT MANAGEMENT OF ELECTRICAL ENERGY REGULATIONS 2008 | |
| DECLARATION BY | |
| REGISTERED ELECTRICAL ENERGY MANAGER | |
| [subregulation 6(2)] | |
| I, Demo REEM, the registered electrical energy manager of the private installation | |
| licensee/consumer* Demo Installation, hereby declare and confirm that: | |
| (a) I have been given sufficient access to the records of the private installation | |
| licensee/consumer* to enable me to confirm the report in Form A of the Second | |
| Schedule; | |
| (b) To the best of my knowledge and belief, the report in Form A of the Second | |
| Schedule was well prepared based on the actual implementation of efficient | |
| management of electrical energy improvement measures at the installation for the reported period; | |
| reponed penda, | |
| (c) I have evaluated the efficient management of electrical energy performance and | |
| costs at the installation; and | |
| | |
| (d) | |
| (any other information deemed suitable) | |
| | |
| Date: 23/08/2017 | |
| | |
| Signed by: | |
| | |
| Name: Demo REEM | |
| Registration No.: PTE-1234-5678 | |
| | + |
| Note: | |
| 1 If the space is insufficient to provide the information or particulars, please attach annexes. Every annex shall be | |
| initialled by the above signatory. 2 * Delete whichever is not applicable. | |
| Brances in Beneficies by Held Mills | |
| | |

4. Form B will be generated.

Note:

- i. Form A is signed by the installation.
- ii. Form B is signed by the REEM.
- iii. Both signed Form A and Form B must be submitted to EC to the following address:

Energy Efficiency & Conservation Unit, Industry Operations Department, Energy Commission, 12, Jalan Tun Hussein, Precinct 2, 62100 Putrajaya

5.3 Generate PDF Report

| # HOMEPAG | GE MINS | STALLATIONS 🛙 | BREPORTS | LILCHARTS | A LERTS | | | | 🖾 O NEW 👻 🔺 DEMO.INST 👻 |
|------------|-----------|-----------------|-----------|-------------|---------------------|-------------------|------------------------------|---|--|
| PD | F Form A | PDF Form | B 1PDI | F Report | | | | | |
| Report I | D | 1 | 164 | | | | | | |
| Installat | ion | [| Demo Inst | allation 😡 | | | | | |
| Туре | | F | Report | | | | | | |
| Start Da | te | (| 01/01/201 | 7 | | | Status History | | |
| Reportin | g duratio | n [months] 🛛 🤅 | 5 | | Date | Status | User | Comment | |
| Reportin | g period | (| 01/2017 - | 06/2017 | 23/08/2017 12:42:02 | Submitted to REEM | Demo Installation [MAL_INST] | Please verify and approve | |
| Status | | S | Submitted | to EC | 23/08/2017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM] | Ok | |
| Commen | t | | | | 23/08/2017 14:28:37 | Submitted to EC | Demo Installation [MAL_INST] | Report submission for 01/2017 - 06/2017 | |
| | | | | | | | | | Quick Links Installation: Demo Installation Reports overview for the installation |
| Electrici | ty | | | | - | | | | • |
| Year | Month | | Account | | | | | | |
| | | 123456789 [| | Total [kWh] | | | | | |
| 2017 | 1 | | 00,000 | 500,000 | | | | | |
| 2017 | 2 | | 70,000 | 570,000 | | | | | |
| 2017 | 3 | | 50,000 | 560,000 | | | | | |
| 2017 | 4 | | 40,000 | 540,000 | | | | | |
| 2017 | 5 | | 50,000 | 550,000 | | | | | |
| 2017 | 6 | | 30,000 | 530,000 | | | | | |
| ۲ گ Exp | ort | 3,250,00 | | 3,250,000 | | | | | |
| Product | s and Spe | cific Energy Co | onsumptio | on (SEC) | | | | | 8 |
| | | | | Product | | | SEC | | |

1. Opened the report that has been submitted to EC. Click on the PDF Report button.

| # HOMEPAGI | E L ains | STALLATIONS | 🛍 REPORT | S FIICH | RTS | A ALERTS | | | | 📨 O NEW 👻 🔺 DEMO.INST 👻 |
|------------|------------------|--------------|----------|--------------|------|---------------------|----------------------|------------------------------|---|---|
| PDF | F Form A | PDF For | m B P | DF Report | 1 | | | | | |
| Report ID |) | | 164 | | | | | | | |
| Installati | on | | Demo In | stallation 🖸 | | | | | | |
| Туре | | | Report | | | | | | | |
| Start Date | e | | 01/01/20 | 017 | | | | Status History | | |
| Reporting | y duratio | n [months] | 6 | | | Date | Status | User | Comment | |
| Reporting | j period | | 01/2017 | - 06/2017 | 2 | 23/08/2017 12:42:02 | Submitted to REEM | Demo Installation [MAL_INST] | Please verify and approve | |
| Status | | | Submitte | ed to EC | 2 | 23/08/2017 14:21:33 | Approved by REEM | Demo REEM [MAL_REEM] | Ok | |
| Comment | t | | | | 2 | 23/08/2017 14:28:37 | Submitted to EC | Demo Installation [MAL_INST] | Report submission for 01/2017 - 06/2017 | |
| | | | | | | | | | | Quick Links |
| | | | | | | | Report parameters | ; | × _ | Installation: Demo Installation O |
| | | | | | | | Baseline year: | [Automatic] 2 - | | Reports overview for the installation O |
| Electricit | y | | | | | | Regression variables | Regression variables 3 | | 8 |
| | | | Accoun | t | | | 4 Generate report | PDF | | |
| Year | Month | 12345678 | 9 [kWh] | Total [k\ | vh] | | | | _ | |
| 2017 | | | 500,000 | 500, | 000 | | | | | |
| 2017 | 2 | | 570,000 | 570, | 000 | | | | | |
| 2017 | 3 | | 560,000 | 560, | 000 | | | | | |
| 2017 | | | 540,000 | 540, | 000 | | | | | |
| 2017 | | | 550,000 | 550, | 000 | | | | | |
| 2017 | | | 530,000 | 530, | 000 | | | | | |
| To | tal | 3,250, | 000 | 3,250, | 000 | | | | | |
| Expo | ort | | | | | | | | | |
| Products | and Spe | cific Energy | Consump | tion (SEC) | | | | | | 8 |
| | | | | Pro | luct | | | SEC | | |

- 2. Select baseline year.
- 3. Select regression variables.
- 4. Click on the Generate PDF report.

Note:

i. Baseline year is only available to be selected if all data for that year is complete one year. For example, year that the data is only from July – December will not be available to be selected as baseline year. The data must be completed 12 months then only the year will appear in the selection.

| | (| Suruhanjaya Tenaga Energy Commission | | | ٦ | | * |
|--|--|---|----------------------------|-------------------------|-----|--|----|
| COMPANY PROFILE | | | | | | | Ľ. |
| Installation Name | | Demo Installation Ind 1 | | | _ 1 | | |
| Address | | 123 Jalan Kecekapan Tenaga 62100, Putrajaya, Putrajaya | | | | | L |
| Licensee/Supply Autho | rity | | | | | | ы |
| Licensee/Supply Autho Account Number | rity | 123456789 | | | | | Ш |
| Installation Registration | No | ST(TKL)P/S/SGR/XXXXX | | | | | |
| Te Registered Electrical Manager (REEM) C | ignation: lephone: Fax: Email: nergy Name: ertificate: lephone: Email: | Ahmad bin Mohamad Electrical Engineer 0.3-8888637 emisadmin@st.gov.my Demo REEM PTE-1234-5678 azulhilmi_89@yahoo.com Industry Manufacture of Non-Metallic Mineral Prod E2 26/01/2021 | ucts | | | | |
| COMPANY INFORM | ATION | | | | | | П |
| Product | | | UOM | Quantity | | | |
| Cement - Coloured Ce | ment | | MT | 50,000.000 | | | |
| Cement - White Ceme | | | MT | 100,000.000 | | | |
| Demo Installation strive manner possible. Under this policy energy strengthen our competi | s to use e / manager ive positio | ERGY MANAGEMENT POLICY nergy in the most efficient, cost-effective, and e ment will play a key role in support of our plan n, and provide customers with the highest qua will also support our commitment to our employ | to maximis lity product | e profitability, ts. | | | Ţ |

5. PDF report will be generated.

Note:

i. This **PDF report does not need to be sent to EC**. Only Signed Form A and Form B is sent to EC.

6. Charts

6.1 Overview

| HOMEPAGE | ▲ ALERTS | ⊠O NEW → | 🛎 DEMO.INST 👻 |
|----------------------------|----------|----------|---------------|
| Chart Configuration | Charts | | |
| Data Source | | | |
| Installation Label | | | |
| 1 2 i No data available | | | |
| | | | |
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- 1. Installation button Analysis for installation.
- 2. Label button Analysis for installation with label.

6.2 Analysis

| ↔ HOMEPAGE MINISTALLATIONS | ▲ ALERTS | 🖂 O NEW 👻 | 📥 DEMO.INST 👻 |
|----------------------------|----------|-----------|---------------|
| Chart Configuration | Charts | | |
| Data Source | | | |
| i No data available | | | |
| | | | |
| | | | |
| | | | |
| 4 | | | |

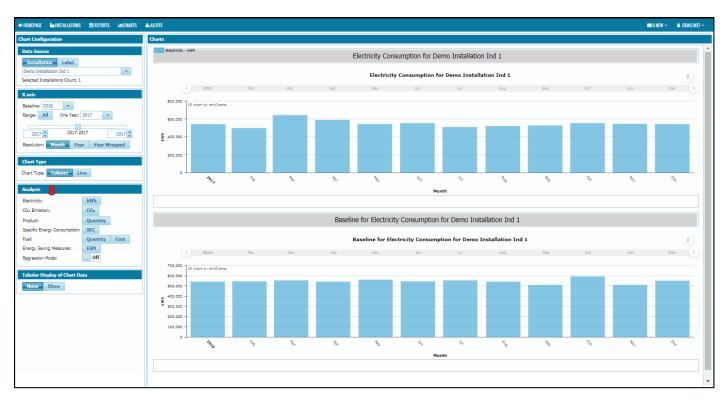
- 1. Select analysis by installation or label.
- 2. Select the installation (if analysis by installation) or label (if analysis by label)

| + HOMEPAGE | ₩REPORTS LetCHARTS | Aleris | ⊠O NEW → | ▲ DEMO.INST → |
|---------------------------------|--------------------|--------|----------|---------------|
| Chart Configuration | | Charts | | |
| Data Source | | | | |
| Installation Label | | | | |
| Demo Installation | · • | | | |
| Selected Installations Count: 1 | | | | |
| X axis | | | | |
| 3 Baseline: | | | | |
| Range: All One Year: | - | | | |
| 4 | | | | |
| 2016 2016-2 | 2017 🗘 | | | |
| 5 Resolution: Month Yea | r Year Wrapped | | | |
| Chart Type | | | | |
| | | | | |
| 6 Chart Type: Column | ne | | | |
| Analysis | | | | |
| Electricity: | kWh | | | |
| CO2 Emission: | COz | | | |
| Product: | Quantity | | | |
| Specific Energy Consumption: | | | | |
| Fuel: | Quantity Cost | | | |
| Energy Saving Measures: | ESM | | | |
| Regression Mode: | Off | | | |
| Tabular Display of Chart Da | ata | | | |
| 7 None Show | | | | |
| | | | | |
| | | | | |

- 3. Select Baseline Year.
- 4. Select Range type (All, One Year or Range of Years)
- 5. Select Resolution (Month, Year or Year Wrapped)
- 6. Choose chart type (Column or Line)
- 7. Choose whether to show data table below chart or not.

Note:

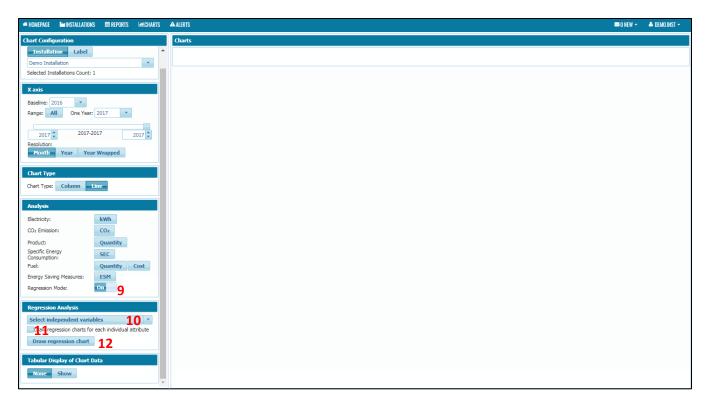
i. Baseline year is only available to be selected if all data for that year is complete one year. For example, year that the data is only from July – December will not be available to be selected as baseline year. The data must be completed 12 months then only the year will appear in the selection.



8. Select type of analysis.

Note:

- i. For **Industry Sector**, type of analysis available is Electricity, CO₂ Emission, Product, Specific Energy Consumption, Fuel (if defined by the installation), Energy Saving Measures and Regression (need to turn on first).
- For Commercial and Government Sector, type of analysis available is Electricity, CO₂
 Emission, Building Energy Intensity, Fuel (if defined by the installation), Energy Saving
 Measures and Regression (need to turn on first).
- iii. To show table below the chart:
 - a) Under the Tabular Display of Chart Data, click Show.
- iv. To zoom in / out the chart:
 - a) Drag the slider above the chart
- v. To hide any series in the chart
 - a) Click on the legend of the chart.



- 9. To use the regression, turn on the regression mode first.
- 10. Select the independent variables for the regression.
- 11. If you would like to draw regression charts for each individual attribute, check the box.
- 12. Click the draw regression chart button.

| | | | DEMO.INST | | | | | | |
|--|--|----------------------------------|-----------|--|--|--|--|--|--|
| rt Configuration | Charts | | | | | | | | |
| Installation Label | Degracsion by Paceline "2016" | | | | | | | | |
| emo Installation | Regression by Baseline "2016" | | | | | | | | |
| lected Installations Count: 1 | Electricity Consumption | | | | | | | | |
| axis | | | | | | | | | |
| seline: 2016 | ₹ 400,000.00 | | | | | | | | |
| inge: All One Year: 2017 | 200,000.00 | | | | | | | | |
| | 00,00.00 | | | | | | | | |
| 2017 2017-2017 2017 | | A | A .A | | | | | | |
| solution: | turne areas | 05/20, 05/20 | 06/20 | | | | | | |
| Month Year Year Wrapped | Month | | | | | | | | |
| | Electricity - KWh | | | | | | | | |
| art Type | Estimated Values | | | | | | | | |
| art Type: Column Line | CUSUM | | | | | | | | |
| | 60,000.00 | | | | | | | | |
| alysis | 20,000.00 | | | | | | | | |
| ectricity: kWh | 20.00.00 | | | | | | | | |
| 2 Emission: CO2 | -40,000,00 | | | | | | | | |
| duct: Quantity | 60,000.00 | | | | | | | | |
| ecific Energy nsumption: | tures enter | -0 ¹⁷ -0 ⁴ | n | | | | | | |
| el: Quantity Cost | the are are are are are are are are are ar | 9212 0212 | 0/12 | | | | | | |
| ergy Saving Measures: ESM | Month | | | | | | | | |
| gression Mode: On | Commutative Savings | | | | | | | | |
| | Regression Function | | | | | | | | |
| gression Analysis | Function y=0.354 * [Cement - Coloured Cement [MT]] + 0.179 * [Cement + Mile Cement [MT]] + 344.83 * [Cooling Degree Days] + 225,324.363 | | | | | | | | |
| ement - White Cement [MT], Cement - * oloured Cement [MT], Cooling Degree | R ² 0.397 | | | | | | | | |
| ays | Adjusted R ² 0.171 | | | | | | | | |
| Draw regression charts for each individual attribute | 2 Export | | | | | | | | |
|)raw regression chart | | | | | | | | | |
| | Month 01/2017 02/2017 03/2017 04/2017 05/2017 06/2017 Actual \$00,000 \$70,000 \$60,000 \$50,000 \$30,000 | | | | | | | | |
| ibular Display of Chart Data | Actual 500,000 570,000 560,000 540,000 550,000 530,000 Predicted 542,634.546 549,904.437 537,627.659 535,630.362 527,476.786 523,881.927 | | | | | | | | |

Note:

- i. To perform regression, baseline year must be before starting year.
- ii. Regression can only be performed if the variables (product and variables) in selected baseline year is the same as year selected.
- iii. R² and Adjusted R² value should be a minimum of 0.75 as per international practices according to International Performance Measurement and Verification Protocol (IPMVP).

7. Alerts

7.1 Overview

| IOMEPAGE | I INSTALL | | REPORTS | | A LERTS | | | | | | 2 | ≥O NEW → 🔺 DEI | Mo.inst • 4 2 |
|--------------|------------------|--------|------------------|--------|----------------------------|--------------------|---|--------|---------------------|------------------|--------------|-------------------|---------------------|
| allations wi | ith alerts | Labels | 3 Sub/Secto | r: All | | · | | | | i 🕨 | 📥 Global S | earch | 0 |
| | | | rting Days O 🔷 N | | 🔷 Mail Not (Yet) Sei 🔷 Re | Start of Reporting | | | Installation Name | Installation Lab | el 🔷 Address | City/Municipality | ¢ ZIP |
| = 3 | 0/06/2017 | 1 | 72 | | Alert: Demo Installa Alert | 01/01/2017 | 6 | demo 2 | Demo Installation 2 | | | | |
| | | | | | | | | | | | | | |
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- 1. This section will show list of reminders and alerts received by the installation on report submission.
- 2. Export button allows the user to export the table to Excel or CSV format.
- 3. Labels button allows the user to label any installation to specific label/tag.
- 4. Refresh button allows user to refresh the data in the table.
- 5. Reset Table allows user to reset the table to its original state.

Note:

- i. Reminders about end of reporting period:
 - a. The day after the reporting period expires 1st warning
 - b. 15 days after the reporting period expires 2nd warning
 - c. 30 days after the reporting period expires Alert

- ii. User will be notified on the reminders and alerts through:
 - a. E-mail to Installation and REEM



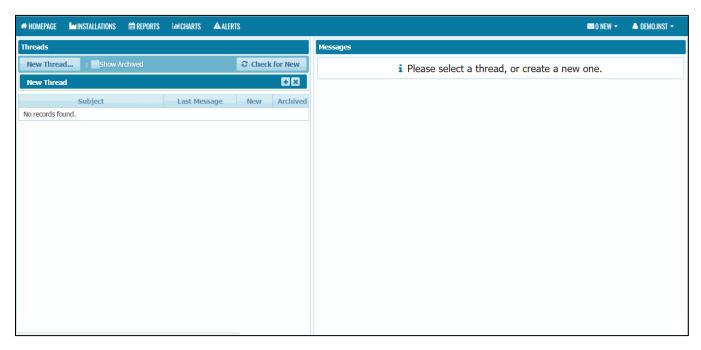
b. Displayed on Installation Homepage

| Statistics of Reports | | | | | | | |
|-------------------------------|-------------------|--|--|--|--|--|--|
| Total reports submitted | 0 | | | | | | |
| Previous reporting period | 07/2016 - 12/2016 | | | | | | |
| Date of last submitted report | | | | | | | |
| Current reporting period | 01/2017 - 06/2017 | | | | | | |
| Due date of submission | 30/07/2017 | | | | | | |
| Next reporting period | 07/2017 - 12/2017 | | | | | | |
| Report overdue days | 22 | | | | | | |

iii. It is responsibility of Installation and REEM user to ensure timely submission of report.

8. Messaging

8.1 Overview



- 1. A forum-like messaging system for communication between EMIS users
- 2. Messages do NOT appear instantly click "Check for New" to see new messages
- 3. Only included participants can see a thread
- 4. A count of all new messages is displayed in the menu bar

8.2 Create New Message Thread

| # HOMEPAGE LINSTALLATIONS 📾 REPORTS | Lee Charts 🔺 Alerts |
|-------------------------------------|--------------------------|
| Threads | |
| New Thread1 | Check for New |
| New Thread | - × |
| Subject 2 | |
| Recipients 3 | |
| Create 4 | |
| | |
| Subject No records found. | Last Message New Archive |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

- 1. Click on New Thread button.
- 2. Enter the subject.
- 3. Find the recipient.
- 4. Click Create button

| Threads | | Messages | Thread | | | | | |
|--------------------------|---------------------------|--|---|--|--|--|--|--|
| New Thread Show Archived | Check for New | Test | Demo Messages | | | | | |
| New Thread | | 6 | Active Participants | | | | | |
| Subject | | Send | Demo Installation [Installation] × Demo REEM [REEM] × | | | | | |
| Recipients | | Demo Installation | | | | | | |
| | | 23/08/2017 17:36:26 Follow | | | | | | |
| Create | | up | | | | | | |
| Subject | Last Message New Archived | Demo Installation [Installation] | | | | | | |
| Demo Messages 5 | 23/08/2017 17:36:26 0 | <i>23/08/2017 16:58:20</i> Hi, | | | | | | |
| | | report for January 2017 - Jun 2017 has been | | | | | | |
| | | submitted. Please review and approve ASAP | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

- 5. Click on the message thread.
- 6. Enter the Message in the message field.
- 7. Click Send button.

| + HOMEPAGE | Lee CHARTS | IS | | ⊠O NEW → 🔺 DEMO.INST → |
|-----------------------------|---------------------|---------------|---|---|
| Threads | | | Messages | Thread |
| New Thread Show Archived | | Check for New | | Demo Messages |
| New Thread | | - × | | Active Participants |
| Subject | | | Send | Demo Installation [Installation] × Demo REEM [REEM] × |
| Recipients | | | Demo Installation [Installation] | |
| | | | 04/09/2017 22:13:04 Test | |
| Create | | | Demo Installation | |
| Subject | Last Message | New Archived | [Installation] | |
| Demo Messages | 23/08/2017 17:36:26 | 0 | Follow | |
| | | | Demo Installation [Installation] 23/08/2017 16:58:20 HI, report for January 2017 - Jun 2017 has been submitted. Please review and approve ASAP | |

Note:

- i. An e-mail notification can be sent for each new message received.
 - a. Can be enabled/disabled in My Settings >> Send Messages to e-mail



ii. A thread can be archived by ticking the archived check box.

| Subject | Last Message | New | Archived |
|---------------|---------------------|-----|----------|
| Demo Messages | 23/08/2017 17:36:26 | 0 | |

9. Contact Us

For any problem related to EMIS, please email to emisadmin@st.gov.my or you can contact us at:

Director, Industry Operations Department Suruhanjaya Tenaga (Energy Commission) No. 12, Jalan Tun Hussein Precinct 2, 62100, Putrajaya. (Attn: Energy Efficiency & Conservation Unit)

Tel No: 03-8870 8680/8693/8630/8762

Fax No: 03-8888 8648

