

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 : Login Forgot password	
Copyright © 2017 of Energy Commission. All Rights Reser	ed. EMIS v3.0	.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 Installation [demo.inst]! You have to change your initial password								
	Chan	ie Password						
	Old Password	•••••						
:	1 New Password	•••••						
	New Password (again)	•••••						
	Change Password							

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	🛍 REPORTS	LULCHARTS	▲ ALERTS	🖾 O NEW 👻	🛎 DEMO.INST 👻
E-mail em	iisadmin@st.gov.my	1		Send Verification Email 2		
Q	Your e-mail	is not verif	fied. Plea	e enter/check your e-mail address and click the button above to send a verification email, and instructions.	l follow f	urther

- 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	
Ahmad Zuhlmi Harun	
EMIS	
Please click on the link https://emis.st.gov.mv/email.verify.shtml?t=1ae3cead-81d0-4e4e-a329-4fdbe0645aff) to verify.vonr.e-mail.address	
3	

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.

	Reserved Decek
	Passworu Reset
2	Username
	Email
3	Reset Password

- 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.

To Ahmad Zuhlmi Harun
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!

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	

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

Statistics of Reports Total reports submitted 0 Previous reporting period 0/2016 - 12/2016 Date of last submitted report 0/2016 - 12/2016 Date of last submitted report 0/2017 - 06/2017 Date of add of submission 0/00/2017 - 01/2017 - 01/2017 - 06/2017 Date of submitted report 0/2017 - 12/2017 Date of submitted report 0/2017 - 12/2017 Technology 2	HOMEPAGE	Installations meports	Lul CHARTS 🔺 ALERTS	S				⊠O NEW →	▲ DEMO.INST 1
Statistics deports Total reports submitted Previous reporting period 07/2015 - 12/2016 Carrent reporting period 01/2017 - 06/2017 Due date of submission 00/07/2017 - 12/2017 Techtrone dates 2					Demo Inst	allation		Why Settings	
Statistics of Reports Total reports submitted 0 Previous reporting period 0/2017 - 12/2017 Due date of submission 30/07/2017 Due date of submission 30/07/2017 Report overdue days 22								C Log Out	
Total reports submitted 0 Previous reporting period 07/2015 - 12/2016 Date of last submitted report 0 Current reporting period 01/2017 - 06/2017 Due date of submission 30/07/2017 Next reporting period 07/2017 - 12/2017 Report overdue days 2		Statistics of R	eports						
Name Demo REEM Catre for last submitted report Certificate Number PTE-1224-5678 Carrent reporting period 01/2017 - 06/2017 Certificate Expiration 20/12/2017 Due date of submitsed 00/72017 Telephone Demo REEM Report overdue days 22 2 Certificate Number PTE-1224-5678		Total reports submitted	0		REEM Pr	ofile			
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 2		Previous reporting period	07/2016 - 12/2016		Name	Demo REEM		wick Links	
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		Date of last submitted report			Certificate Number	PTE-1234-5678	Installation	Demo Installation	
Due date of submission 30/07/2017 Next reporting period 07/2017 - 12/2017 Report overdue days 22		Current reporting period	01/2017 - 06/2017		Certificate Expiration	20/12/2017	Reports overv	iew for the installation O	
Next reporting period 07/2017 · 12/2017 Report overdue days 22		Due date of submission	30/07/2017		Email		Tupporto orteri		
Report overdue days 22		Next reporting period	07/2017 - 12/2017		Telephone				
		Report overdue days	22						

- 1. Go to the user's profile tab.
- 2. Click My Settings.

# HOMEPAGE	Installations	🗰 REPORTS	Lee Charts	A LERTS					🖂 O NEW 👻	🔺 DEMOJINST 👻
						Change Password				
					Old Password					
				3	New Password					
					New Password (again)					
					Change Password					
								-		
					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					
					Use this data wh	on reporting a proble	om with application			
					Logged in user	en reporting a proble	demo.inst			
					Application Server C	Current Date and Time	21/08/2017 10:57:53			
					Database Server Cu	rrent Date and Time	21/08/2017 10:57:54			

- 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

# HOMEPAGE	E MINSTALLA	TIONS 🛗 REPORT	S Lool CHARTS	A LERTS							2	🖂 O NEW 👻	▲ DEMO <mark>/4</mark> ST ~5
Installations	3 Labels	Sub/Sector: Al									i 🇯 🛓	Global Search	<i>C</i> 5
Q 🗌	File number	Installation Name	Licencee Supply A	Accounts	Installation Label	Address	City/Municipality	ZIP	🛇 County name / G	🗟 🔷 Project Name	Sector	Subsector	♦ Contact Person - ♦ Contact
	demo demo 2	Demo Installation	Tenaga Nasional Be Tenaga Nasional Be	123456789		123 Jalan Kecekapa	WP Putrajaya	62100	Putrajaya	Demo Demo	Industry	Manufacture of Non Office Building	Ahmad bin Mohama Electr
	danio 2				1				I	Damo	Commercial	onice balloing	

- 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:

	Sea by crit	arch field ceria	ı d a				Sort Ascen Descend	ding / ling			Load ad 1000	dditional entries		Search t	ypical fields	s
-	HOM	PAGE	Installati	ONS 🗰 REPORTS	S Lulcharts	A LERTS								🔤 O NEW 🚽	🔺 DEMO.INST 🚽	
In	ta Ilati	ions	Labels	Sub/Sector: All									i 🧰 🛓 (Slobal Search	0	С
			File number	Installation Name	Licencee Supply A	Accounts	Installation Label	Address	City/Municipality	⇔ ZIP	County name / G	Project Name	♦ Sector	Subsector	Contact Person -	Cor
			contains •	contains 🔻	contains 🔻	contains •	contains 🔻	contains •	contains 🔻	contains •	contains 🔻	contains •	contains 🔻	contains 🔻	contains 🔻	cont
_																
0	Ξ		demo	Demo Installation	Tenaga Nasional Be	123456789		123 Jalan Kecekapa	WP Putrajaya	62100	Putrajaya	Demo	Industry	Manufacture of Non	Ahmad bin Mohama	Electr
0			demo 2	Demo Installation 2	Tenaga Nasional Be							Demo	Commercial	Office Building		
	Op	en		ptions												

4.2 Creating Labels

# HOMEPAGE	L 'INSTALL	ATIONS 🛍 REPORT	'S Louicharts	A LERTS								🖂 O NEW 👻	🛎 DEMO.INST 👻
Installations	2 Labels	Sub/Sector: A			- - -						i)	Global Search	C 3
Q 🗌	File number	Installation Name	Cicencee Supply A	Accounts	Installation Label	Address	City/Municipality	I 🗇 ZIP	🔷 County name / G	Project Name	♦ Sector	Subsector	♦ Contact Person - ♦ Cor
0	demo	Demo Installation	Tenaga Nasional Be	123456789	demo	123 Jalan Kecekapa	WP Putrajaya	62100	Putrajaya	Demo	Industry	Manufacture of Non	Ahmad bin Mohama Electr
9 = 0	demo 2	Demo Installation 2	Tenaga Nasional Be							Demo	Commercial	Office Building	

- 1. Tick the box for which you want to label the installation
- 2. Click on Labels button.

↔ HOMEPAGE MINISTALLATIONS	▲ ALERTS		🖂 O NEW 👻	🔺 DEMO.INST 👻
Installations I Labels Sub/Sector: All	•	i 🕨 🖄	Global Search	C 3
Installations Labels Sub/Sector: All File number Installation Name Leances Supplier Tenaga Nasional E Demo Installation 2 Tenaga Nasional E Demo Installation 2 Tenaga Nasional E Tenaga Nasional E Demo Installation 2 Tenaga Nasional E Tena	Tags X Existing labels	i) 2 Sector Industry Commercial	Global Search Subsector Manufacture of Non Office Building	Contact Person - O Con Ahmad bin Mohama Electr
	demo 3 Apply new label 4			

- 3. Enter the desired label.
- 4. Click apply new label.

# HOMEPAGE MINISTALLATIONS # REPORTS MICHARTS	▲ ALERTS			🖾 O NEW 👻	🔺 DEMO.INST 👻
Installations I Labels Sub/Sector: All	*		i ⊯ ≛	Global Search	C 3
Q O File number Installation Name Licencee Supply Q E demo Demo Installation Teraga Nasional E Q E demo 2 Demo Installation 2 Teraga Nasional E	Tags 6 × Existing labels demo Ø Set Remove Manage New Label demo Apply new label	ame	Sector Industry Commercial	Subsector Manufacture of Non Office Building	Contact Person - Co Ahmad bin Mohama Electr

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

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Installation	ns I	Labels	Sub/Sector: A	ll								i ⊯ ≛	Global Search	0	С
Q [File number	Installation Name	e 🔷 Licencee Supply A	Accounts	Installation Label	Address	City/Municipality	ZIP	County name / G	O Project Name	Sector	Subsector	Contact Person	n - 🔷 Coi
$\odot \equiv$	de	emo	Demo Installation	Tenaga Nasional Be	123456789	demo	123 Jalan Kecekapa	WP Putrajaya	62100	Putrajaya	Demo	Industry	Manufacture of Non	Ahmad bin Mohar	ma Electr
O E	de	amo 2	Demo Installation 2	Tenaga Nasional Be		7					Demo	Commercial	Office Building		

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

# HOMEPAG	E 🌆 INSTA	LLATIONS 🗎 REPORT	TS Lel CHARTS	A ALERTS								🖾 O NEW 👻	📤 DEMO.INST 👻
Installations	Labels	Sub/Sector: A	dl								i 🗰 📩	Global Search	C 3
Q 🗌	File number	Installation Name	e 🔷 Licencee Supply A	Accounts	Installation Label	Address	City/Municipality	⇔ ZIP	🔷 County name / G	Project Name	Sector	Subsector	🛇 Contact Person - 🔷 Cor
● = □	demo	Demo Installation	Tenaga Nasional Be	123456789	demo	123 Jalan Kecekapa	WP Putrajaya	62100	Putrajaya	Demo	Industry	Manufacture of Non	Ahmad bin Mohama Electr
	demo 2	Demo Installation 2	2 Tenaga Nasional Be							Demo	Commercial	Office Building	l.

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 Insta	allation Ind 1		
DETAILS ELECTRICITY VARIABL	LES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE		
Update Cancel			
General Data		Contact Information 7	
File number	demo 1	Contact Person - Name Ahmad bin Mo	hamad
Installation Name 1	Demo Installation Ind 1	Contact Person - Designation Electrical Engin	neer
Address	123 Jalan Kecekapan Tenaga	Contact Person - Email emisadmin@st	t.gov.my
State	Putrajaya 👻	Contact Person - Telephone 03-88708500	
City	Putrajaya -	Contact Person - Fax 03-88888637	
ZIP ID	62100	Building Usage (for Commercial & Gove	rnment Serter only)
Subsector ID	Industry / Manufacture of Non-Metallic Mineral Pro		
Project	Demo 👻	Gross Floor Area (*)	
Reporting period	6	Sonar Area	
Start of Reporting Regime (?)	01/01/2019	Parking Area That is Enclosed	
Start of Reporting Period (?)	01/01/2021	Net Floor Area (?)	
0000	Name: Demo REEM Certificate: PTE-1234-5678	Design Occupant Load Unit	
REEM	Date of Expiry: 01/12/2022 Email: an/Ibimi 89@vahos.com	Design Occupant Load	
Electricity Tariff Category	F2	Actual Occupant Load	
Licencee/Supply Authorities	Tenaga Nasional Berhad	rfficient floated former Management	
Installation Registration No	ST(TKL)P/S/SGR/X0000X	Encient Electrical Energy Management	4
		Efficient Electrical Energy Management Policy	Demo Installation strives to use energy in the most efficiency cost demonstrative Under this policy energy management will play a key role in support of our plan to anximise portRability, strengthen our consective position position. Dur efforts to reduce energy use will also support our commitment our employees will also support a part.
		Efficient Electrical Energy Management Comm	Ahmad Demo - General Manager Aholammad Demo - REM Mohammad Demo - REM Addulla Namo - Chief Engineer 4. Sib Demo - Maintenance Department
		Efficient Electrical Energy Management Objec	I. Namine every performance, reduce operating expenses and increase shareholder value by actively and responsibly managing energy consumption two 2. Demonstrate commitment to our community and leadership in or hodary, by reduce 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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G II	nstallati	ions 🛛 🕅 D	emo Installatio	on 2						
DETA	ILS	ELECTRICITY	VARIABLES	FUELS PROD	UCTS REPORTS G	RID OVERVIEW	REPORTS TABLE			
Acc	counts ii	+ Creat	te 1					i 🕨 差 Global Searc	ch	<i>C</i> D
	Q 🔷	Account	Inactive	Created by	Created Date	Modified by	Modified Date			
0	=									

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

+ HOMEPAGE Installations	📾 REPORTS 🛛 💷 CHARTS	▲ ALERTS	⊠ 0 NEW → 🔺 DEMOJNST →
O Installations Demo In	nstallation 2		
DETAILS ELECTRICITY VARI	IABLES FUELS PRODUCTS	REPORTS GRID OVERVIEW	REPORTS TABLE
Accounts I + Create			i 🗰 🛣 Global Search 📿 🤉
Q 🔷 Account 🔷 Ina	active 🔷 Created by 🔷	Created Date 🔷 Modified by	O Modified Date O
0 =			
https://emis.st.gov.my/mal/installation3	xhtml?rd=571#myForm:myTabViewa	ACCOUNTS	Account × 3 Create Account 123456789 1 1

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

A HOMEPAGE MINISTALLATIONS AREPORTS MICHARTS ALERTS	🖂 O NEW 🔫	🚔 DEMO.INST 👻
O Installations Demo Installation 2		
DETAILS ELECTRICITY VARIABLES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE		
Accounts 🛛 + Create	i 🕨 초 Global Search	<i>C</i> D
Q Account Inactive Created by Created Date Modified by Modified Date		
0 ≡ 123456789 0 24/07/2017 21:05:0		
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.

*	HOMEPAG	E MINSTALL	ATIONS III F	REPORTS		A LERTS										≥O NEW →	■ DEMO.INST ▼
G	Instal	lations T	raining - Com	mercial													
0	ETAILS	ELECTRICITY	VARIABLES	FUELS	PRODUCTS	REPORTS G	RID OVERVIEW	REPORTS TABLE									
	i	Please no	te that A	dministr d	ators car lidn't use	n assign a them in a	nd unassi any report	gn default v . Existing re	ariables for ports are n	your sector. ever modifie	New variables d, even the one	might appea es which are	ar, but also not yet sul	variable bmitted.	es mi <u>c</u>	ght be remov	ed if you
	i	Maximum	combine 1	d count	of produ	icts and v	ariables fo	or regression	analysis is	10. You can used.	declare and re	port more th	ian 10, hoi	wever fo	or regr	ession max 1	.0 can be
	Variable	s + Crea	te											i ₩	📥 G	lobal Search	Cρ
	Q	🛇 Variable		O UON	4	Inactive	Created by	Created Date	O Modified by	Modified Date							
						-											

4.3.3 Updating Installation's Variables

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

# HOMEPAGE Ininstallat	IONS I REPORTS Leecharts	▲ ALERTS		🖾 0 NEW 🗳	DEMO.INST 🗸
O Installations	aining - Commercial				
DETAILS ELECTRICITY	VARIABLES FUELS PRODUCTS	REPORTS GRID OVERVIEW REPORT	TS TABLE		
i Please note	e that Administrators can didn't use	assign and unassign def them in any report. Exist	fault variables for your sector. New variab ting reports are never modified, even the	bles might appear, but also variables might be removed i ones which are not yet submitted.	f you
i Maximum c	combined count of produc	cts and variables for regr	ression analysis is 10. You can declare and used.	d report more than 10, however for regression max 10 c	an be
Variables + Create	1			i 🕨 🛓 Global Search	C D
Q 🔷 Variable	O UOM	Inactive 🔷 Created b 💁 🔷 Crea	ated Variable ×		
			Create Cancel		

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

🕈 HOMEPAGE	Iminstallations	REPORTS	Luicharts	▲ ALERTS											⊠O NEW →	🛎 Demo.inst 👻
O Installat	tions Training	g - Commercial														
DETAILS	ELECTRICITY	RIABLES FUELS	PRODUCTS	REPORTS GR	ID OVERVIEW	REPORTS TABLE										
i F	Please note th	hat Administ	trators car didn't use	n assign ar them in a	nd unassig iny report.	ın default va Existing rep	riables for oorts are n	your sector. ever modified	. New va d, even f	ariables mi the ones v	ght appear, which are no	but also ot yet sul	variable omitted.	s might	be remove	ed if you
i M	1aximum com	nbined coun	t of produ	icts and va	ariables foi	r regression	analysis is	10. You can used.	declare	and repor	t more thar	n 10, hov	vever fo	r regress	ion max 1	0 can be
Variables	+ Create												i >>	🛓 Global	Search	Q D
Q	Variable	0 UC	ом	Inactive	Created by	Created Date	O Modified by	Modified Date								
	ooling Degree Days		0		demo.inst	07/12/2018 11:25:4	4 demo.inst	07/12/2018 11:25:4	4							

- 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)

	≤U NEW →	🛎 DEMO.INST 👻
O Installations Demo Installation 2		
DETAILS ELECTRICITY VARIABLES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE		
Fuels (if applicable) + Create 1 i 🕨 🛓 Global Se	arch	85
Q ♦ Fuel ♦ UOM ♦ Inactive ♦ Created by ♦ Created Date ♦ Modified by ♦ Modified Date		

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

A HOMEP	IGE MINSTALL	ATIONS 🕅 RE	PORTS	LILCHARTS	A LERTS								🖾 O NEW 👻	🔺 DEMO.	INST -
O Insta	llations	Demo Installatio	on 2												
DETAILS	ELECTRICITY	VARIABLES	FUELS	PRODUCTS	REPORTS GR	ID OVERVIEW	REPORTS TABLE								
Fuels (if applicable) 🛙	+ Create									i 🏓	📥 Global	Search	C	5
Q	♦ Fuel	⇔ uom	🔷 Ina	ctive 🔷	Created by	Created Date	Modified by	Odified Date							
0 =	I														
						3	Fuel Create Cr Fuel I Inactive	Incel	×						

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

A HOMEPAGE	TALLATIONS 🛛 🛗 REP	PORTS Lee CHARTS	▲ ALERTS				🖂 O NEW 👻	🛎 Demo.inst 👻
• Installations	Demo Installation	1 2						
DETAILS ELECTRIC	TY VARIABLES	FUELS PRODUCT	TS REPORTS GRID OVERVIEW	REPORTS TABLE				
Fuels (if applicable	+ Create					i 🕨 🛎 Global S	earch	3 5
Q 🔷 Fuel	OMU 🗘	Inactive	♦ Created by	♦ Modified by	◇ Modified Date			
●	m³	0	14/06/2017 18:45:	2 2	23/08/2017 19:14:4			

- 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)

IOMEPAGE		IS 🗰 REPORT	TS Leecharts	▲ ALERTS								⊠O NEW →	🛎 DEMO.INST 🗣
Installatio	ons Traini	ng - Commerci	al										
ETAILS EI		ARIABLES FL	VELS PRODUCTS	REPORTS GRID OV	ERVIEW REPO	RTS TABLE							
i Ma	iximum coi	mbined co	ount of produ	cts and varial	bles for reg	gression an	alysis is 10. used	You can dec I.	lare and re	port more th	an 10, however for regree	ssion max 10) can be
Products (fo	r Industry Secto	or only) 🕴 🕇	Create								i 🅨 📩 Glob	al Search	C D
Q () P	roduct Type		O Product Name	O UOM	Quantity	Inactive	Created by	Created Date	O Modified by	O Modified Date			

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

A HOMEP	IGE MINSTALL/	ATIONS I REPORTS	S Leucharts	▲ ALERTS							⊠0 NEW →	å demo.inst →
O Inst	Illations I T	raining - Commercia	I									
DETAILS	ELECTRICITY	VARIABLES FUI	ELS PRODUCTS	REPORTS GRID OVERVIEW	REPORTS TABLE							
i	Maximum	combined cou	unt of produc	cts and variables fo	r regression ana	lysis is 10. Yo used.	ou can decl	are and re	eport more than	10, however fo	r regression max 10) can be
Produ	ts (for Industry S	iector only) 👔 🕇	Create							i 🏕	🛓 Global Search	C D
Q	O Product Type		O Product Name	🔷 UOM 🔷 Qua	ntity 🔿 Inactive	Created by	Created Date	O Modified by	O Modified Date			
			7	~ .	Product Create Ca Product Type Product Name Production desig Inactive	an capacity		× 2 3 4				

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

# HOMEPAGE	E M INSTALLATION	NS 🗰 REPORTS 💷 CH/	ARTS 🔺 ALERTS					🖂 O NEW 🛩	🛎 DEMO.INST 👻
O Installa	ations Traini	ing - Commercial							
DETAILS	ELECTRICITY	VARIABLES FUELS PRO	DDUCTS REPORTS GRID OVER	IEW REPORTS TABLE					
i	Maximum co	mbined count of p	products and variabl	es for regression ar	nalysis is 10. ' used	You can declare and re I.	port more than 1	0, however for regression max 10	0 can be
Products	(for Industry Secto	or only) : + Create						i 🕨 초 Global Search	C D
Q	O Product Type	Product Na	ame 🔷 UOM	Quantity	Created by	○ Created Date ○ Modified by	O Modified Date		
OE	Cement	White Cemer	Metric Tonne (MT)	0	demo.inst	07/12/2018 11:30:5 demo.inst	07/12/2018 11:30:5		

- 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

💏 HOMEPAGE	L erinstall	ATIONS 🗰 RE	EPORTS	Lell CHARTS	▲ ALERTS								⊠O NEW →	🛎 DEMO	.INST -
• Installa	ations D	emo Installatio	n												
DETAILS	ELECTRICITY	VARIABLES	FUELS	PRODUCTS	REPORTS GRID OVERVIEW	REPORTS TABLE									
Report A	ctions Cre	ate Historica	al Report	Create N	Next Report (01/2017 - 0	06/2017)									
This insta	llation has no r	eports! 1			2										

- 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 MINSTALLATIONS ERPORTS MICHARIS ALLERIS	🖂 O NEW 🗸	📥 DEMO.INST 🗸
O Installations		
DETAILS ELECTRICITY VARIABLES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE		
Report Actions 1 Create Historical Report Create Next Report (01/2017 - 06/2017)		
This installation has no reports! 1		
New History Report ×		
Year 2		
Month 3		
Duration (months) 6		
Create Report Cancel		
4		

- 1. Click on Create Historical Report button.
- 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:

i. 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.
A HOMEPAGE	MINS	TALLATIONS	REPORTS	CHARTS	🔺 ALER	RTS												l	≤O NEW →	🚔 DEM	IO.INST -
Edit	Refresh	n Dates & Att	rs Delete	i Si	ubmit to F	REEM															
Report ID			162									Wa	rnings						Quick Li	nks	
Installation	ı		Demo Installat	ion 📀					All fiel	lds in Electr	icity must b	e entered for secto	or Industry				Installation: Demo Installation O			9	
Туре			Report						All fiel	All fields in Variables must be entered for sector Industry							R	eports ov	verview for t	he install:	ation O
Start Date			01/07/2017						All fiel	lds in Produ	icts and Spe	ecific Energy Consu	mption (SEC) m	nust be ent	tered for s	ector Industr	ry				
Reporting o	duration	[months]	6														_				
Reporting p	period		07/2017 - 12/2	017																	
Status			Draft			Status	listory														
Comment					Date	Status	User C	Comment													
Floctricity																					
Electricity																					
Year	Month	123456789	Account	al (kWh)	1																
2017	7	125 1507 05		0 [KUUI] 0																	
2017	8			- 0																	
2017	9			- 0	5																
2017	10			0	2																
2017	11			0	0																
2017	12			0)																
Tota	al	0		0)																
	•																				
Export																					
Products a	and Spec	cific Energy C	Consumption (SEC)																	
			P	roduct							SEC										
Year	Month	Cement - W	/hite Cement	Cemer	nt - Colou	red Cemen	t														
		MT Wei	ghtage [%]	MT	Weigh	ntage [%]	Cem	ent - wn	ite cement [k	wn/Mij	Cement	- coloured ceme	nt [kwn/Mi]								
2017	7																				
2017	8																				
2017	9																				
2017	10																				
2017	11																				
2017	12																				

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.

# HOMEPA	E MIN	STALLATIONS	m REPORTS	LILICHARTS	▲ ALERT
Save	Cance	el Delete	1.0		
Report I)		163		
Installat	on		Demo Install	ation 😡	(
Туре			Report	Baseline-	only
Start Da	e u duration	n [monthe]	01/07/2016		
Reportin	g period	Twonuis	07/2016 - 12	2/2016	
Status			Draft		
0					
Commen	5				
Electric	ty 7				
Electric	., .	1	Account	+	
Year	Month	123456	789 [kWh]	Total [I	kWh]
2016	7	510000			0
2016	8	520000			0
2016	9	530000			0
2016	10	520000			0
2016	11	550000			0
2010		330000			
2016	12	540000	0		0
	otal		U		0
Exp	ort				
Product	s and Spe	cific Energy	Consumption	1 (SEC)	

- 6. 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.

HOMEPAG	E L ains	STALLATIONS I REPORTS	▲CHARTS ▲ALERTS				SO NEW -	å DEMO.INST →
Products	and Spe	cific Energy Consumption (SEC)					=
			Pr	oduct			SEC	
Year	Month	Cement - V	Weightage [%]	Cement - Co	oured Cement	Cement - White Cement [kWh/MT]	Cement - Coloured Cement [kWh/MT]	
2016		220000	50 Veigittage [70]	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			
То	tal	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.

Electrici	ty														
Voor	Month	Acco	unt												
Tear	Pionui	1234567890 [kW	1] Total [kWh]												
2017	1	450,0	450,000												
2017	2	430,0	00 430,000			Fr	om 450.000kWh, how many percent								
2017		440,0	440,000			el	ectricity is used to produce Hardisk &								
2017	4	450,0	450,000				skette for Month 1/2017. Total percent	tage of							
2017		500,0	00 500,000				skelle for Month 1/2017. Total percent	lage of							
2017	6	440,0	00 440,000			we	eightage must be 100%								
Тс	otal	2,710,000	2,710,000												
Product	s and Spe	cific Energy Consum	ption (SEC) Pro	oduct			s	EC							
Year	Month	Magnetic and Opt H	ical Recording Media - ardisk	Magnetic and	Optical Recording Me Diskette	dia -	Magnetic and Optical Recording Media - Hardisk	Magnetic and Optical Recording Media - Diskette							
		pcs	Weightage [%]	pcs	Weightage [%]		[KWII/pcs]	[KWII/pcs]							
2017	1	1,500	60	2,500		40	180	72							
2017	2	2,000	70	3,000	-	30	150.5	43							
2017	3	2,500	10	1,500		90	17.6	264							
2017	4	3,000	41	2,500		59	61.5	106.2							
2017	5	2,000	70	2,000		30	175	75							
2017	6	1,500	70	2,000		30	205.333	66							
To	otal	12,500		13,500											

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.

Note:

i. Formula to calculate SEC:

$$SEC = \frac{E * \frac{W}{100}}{P}$$

= Electricity (kWh)
= Weightage (%)
= Production

A HOMEPAG	GE 🌆 IN	STALLATIONS	mail REPORTS	Lee Charts	▲ ALERTS	🖂 O NEW 👻	🛎 DEMO.INST 👻
Building	j Energy I	ntensity (BE	I)				
Net Fle	oor Area [m²]		9			
Year	Month	BEI [kWh/	m²]				
2017	7						
2017	8						
2017	9						
2017	10						
2017	11						
2017	12						
Exp	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.
- ii. Formula to calculate Building Energy Intensity (BEI):

$$BEI = \frac{E}{NFA}$$

Where:E= Electricity (kWh)NFA= Net Floor Area (m²)

Variable	s		
Voor	Month	Variable	
Year	monun	Cooling Degree Days	
2016		534	10
2016	8	513	
2016	9	577	
2016	10	561	
2016	11	550	
2010		550	
2016	12	520	
Expo	ort		
_			
Fuel			
		B	inel

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

# HOMEPA	GE 🖿	INSTALLATIONS 🗂	A REPORTS 🛛 🖬	ALCHARTS 🔺 ALERTS	3						🖾 O NEW 🕶	🛎 DEMOJINST 🕶	^
🖻 Exp	ort	_											
Fuel												E	
			Fue	ł									
Year	Mont	h	Natural	Gas Cost [MVR]									
2016	7	100000		20000									
2016	8	150000		30000									
2016	9	100000		20000									
2016	10	150000		30000									
2016	11	100000		20000									
2016	12	150000		30000									
Т	otal	0			0								
🗟 Exp	ort												
Energy	Saving I	Measures (ESM)										E	
Liet													
LISU	_		12										
			iype		Description	Investment Cost [M	YRJ	Status		Comment			
=	£ (-					-				
Add n	ew	Copy completed t	to Summary										
Sumr	nary	of Impleme	nted ESM	4									
			Туре		Description	Yearly Savings [kWh]	Yearly Savings Cost [MY	R] Return on Invest	nent [Years] Month	Completed Year Completed		Comment	
													- 1
= 1													
•												Þ	
Add n	ew												
Propo	osed												
			Туре		Description	Estimated Yearly Saving	s [kWh] Estimated Yea	ly Savings Cost [MYR]	Investment Cost [MYR] Return on Investment [Years]		Comment	
= #				-									
•												+	91
Add n	ew -	pty lines are automatically do	deted when saving rep	port.									-

- 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.

希 HOMEPAG	E 🗠 INS	STALLATIONS f	REPORTS	Leucharts 🕰 Ai
I Save	Cance	Delete	1	
Report R)	1	63	
Installati	on	D	emo Installat	ion 🕹
Type			Report	Baseline-only
Start Date Reporting	e 1 duration	0 [months] 6	1/07/2016	
Reporting	j period	0	7/2016 - 12/2	2016
Status		D	raft	
Comment				
Electrici	y			
Year	Month	40045670	Account	
2016	7	510000	ia [kmu]	Total [kwn]
2016	•	510000		
2010	•	520000		-
2016	y	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.

	HOMEPAG	E Main	STALLATIONS	m REPORTS	Lell CHARTS	▲ ALERT	8				🖾 O NEW 🗸	📥 DEMO.INST
eperity of constrained of constrain	Edit	Refres	h Dates & Att	trs Dele	te i S	ubmit to RE	ем 14					
	Report ID)		163							Quick Li	nks
	Installatio	on		Demo Insta	Ilation O						Installation: Demo Ins	tallation 📀
tart 0 ar i 01/7005 eporting words 6 eporting words 6 eporting words 6 tart 0 ar 72305 - 12/2016 tart 0 ar 5 consert 5 cons	Туре			Baseline-on	ly						Reports overview for t	he installation
	Start Date	9		01/07/2016								
	Reporting	j duratio	n [months]	6								
	Reporting	j period		07/2016 - 1	2/2016							
	Status			Draft			Status History					
Verify the set of th	Comment					Date 9	Status User (Comment				
Select												
VealMathImage: Subscription of the section of	Electricit	y										
				Account								
11111120168 $\overline{2}$,	Year	Month	123456789	Filewh1	Total [kWh]							
1 0 0 0 2016 9 3000 530.00 2016 10 520.00 530.00 2016 10 520.00 530.00 2016 10 530.00 530.00 2016 10 530.00 530.00 2016 10 530.00 530.00 2016 10 530.00 530.00 2017 3,170.00 530.00 revision of the second secon	2016	7	12545070	510.000	510.000							
10 0 3000000000000000000000000000000000000	2016	8		520,000	520,000							
21.0 0 33.00 53.00 2016 11 53.00 530.00 2016 12 53.00 53.00 540.00 2016 12 3.170.00 540.00 540.00 Common International Internation International Internatinternational Internatinternati	2016	0		530,000	530,000							
Interface	2016	10		520,000	520,000							
Image: Constraint of the second of the s	2016	11		550,000	550,000	•						
No. INo. INo. INo. IINo. II <th>2016</th> <th>12</th> <td></td> <td>540.000</td> <td>540.000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	2016	12		540.000	540.000							
Year Option Option Option Option Weightage (n) Second Secondd Second Secondd	To	tal	3 170 (000	3 170 000	-						
IEVENTE IEVENTE VALUATION INTERCENT			5,210,		5,170,000							
Productive substructive substructi substructive substructive substructive subst	Expo	ort										
Protects are specific protects are sp												
Mer Image:	Products	and Spe	cific Energy (Consumptio	on (SEC)							
Year Month Concent-Victor					Produc	:t				SEC		
MT Weightage [%] MT Weightage [%] Main Control Contecontre Contecontrol Control Contecontrol Control Control Contec	Year	Month	Cement	- White Cer	ment	Cement - C	oloured Cement	Cement - White Cement [kWh	/MT1	Cement - Coloured Cement [kWh/MT]		
2016 7 220,000 500 210,000 500 1.15909091 1.21428571 2016 8 230,000 600 200,000 400 1.35552174 1.04 2016 9 250,000 700 190,000 300 1.15909091 1.35552174 1.04 2016 9 250,000 670 190,000 300 640 1.04 2016 10 240,000 650 220,000 650 201,000 300 300 2016 11 230,000 650 200,000 650 201,000 500 201,000 500 201,000 500 201,000 500 201,000 500 500,000 500,			MT	Weighta	ge [%]	MT	Weightage [%]					
2016 8 230,00 60 200,00 400 1.35652174 4.04 2016 9 250,000 600 9000 30 1.36652174 4.04 2016 10 240,000 600 1000 30 1.136552174 4.04 2016 10 240,000 600 1000 30 1.136552174 4.0436369213 2016 11 230,000 650 220,000 600 1.19555217 1.252 2016 12 200,000 400 230,000 600 1.01655217 1.252 2016 12 200,000 400 230,000 600 1.01655217 1.252 2016 12 200,000 400 230,000 600 1.0168 1.40869565	2016	7	220,000		50	210,000	50	1.1590	9091	1.21428571		
2016 9 25,000 70 190,000 30 1.484 0.83684211 2016 10 240,000 660 200,000 400 1.38 1.01 2016 11 230,000 500 200,000 500 1.195527 1.25 2016 12 200,000 400 230,000 600 1.086576	2016	8	230,000		60	200,000	40	1.3565	52174	1.04		
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 60 1.08 1.40869565	2016	9	250,000		70	190,000	30		1.484	0.83684211		
2016 11 230,000 50 220,000 50 1.19565217 1.25 2016 12 200,000 40 230,000 60 1.08 1.40869565	2016	10	240,000		60	200,000	40		1.3	1.04		
2016 12 200,000 40 230,000 60 1.08 1.40869565	2016	11	230,000		50	220,000	50	1.1956	55217	1.25		
	2016	12	200,000		40	230,000	60		1.08	1.40869565		

14. Click on the Submit to REEM button.

# HOMEPA	GE MIN	STALLATIONS	🗰 REPORTS	Le CHARTS	6 🔺 ALERT	S			🖾 0 NEW 🗸 🔺 DEMO.INST 🗸
Edit	Refres	h Dates & Att	rs Dele	ete i S	ubmit to RI	EM			
Report I	D		163						Quick Links
Installat	ion		Demo Insta	allation 📀					Installation: Demo Installation O
Туре			Baseline-on	ly					Reports overview for the installation O
Start Da	e		01/07/2016	5					
Reportin	g duratio	n [months]	6						
Reportin	g period		07/2016 - 1	12/2016					
Status			Draft			Status History			
Commen	t				Date	Status User (Comment		
Electric	ty								=
			Account						
Year	Month	123456789	[kWh]	Total [kWh	1				
2016			510,000	510,00	D	Confi	rm status change of this report to: "Sub	omitted to REEM" *	
2016			520,000	520,00	D	Comm	ient		
2016			530,000	530,00	D	15			
2016	10		520,000	520,00	D				
2016	11		550,000	550,00	D	Co	ofirm Cancel		
2016	12		540,000	540,00	D				
Т	otal	3,170,	000	3,170,00	D				
					_				
Exp	ort								
Product	s and Sne	cific Energy (onsumptio	on (SEC)					8
			, on o amp a a					959	
Voor	Month	Coment	- White Cer	Produ	CC Coment - C	oloured Coment			
real	Pionui	MT	Weighta	ae [%]	MT	Weightage [%]	Cement - White Cement [kWh/MT]	Cement - Coloured Cement [kWh/MT]	
2016		220,000		50	210,000	50	1.15909091	1.21428571	
2016	8_	230,000		60	200,000	40	1.35652174	1.04	
2016		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	60	1.08	1.40869565	
	atal	1 370 000			1 350 000				

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

ALIOUTOU	r Lan			INCLUDE		0						
IT HUMEPAU		STALLATIONS	EREPURIS	GHAKI	S ALEKI	5						DEMUTIN21 -
16		_										_
Report I)		163								Quick	Links
Installati	on		Demo Inst	allation 😡							Installation: Demo I	nstallation O
Туре			Baseline-or	nly							Reports overview fo	r the installation O
start Dat	e		01/07/201	6								
keporan	j duratioi	n [montins]	6	10/2016			C1 -1-1-1	111-1				
ceporun	j period		07/2016 -	12/2010			Status		0			
status			Submitted	to REEM	22/02/22	ate	Status	User Demo Testellation FMAL T	Comment			
ommen					23/08/20	17 11:48:55 50	Jomitted to REEM	Demo Installation [MAL_I	151]			
Electrici	ly											=
			Account									
Year	Month	123456789	File Count	Total [kWi	1							
2016	7		510,000	510.00	0							
2016	8		520.000	520.00	0							
2016	9		530,000	530.00	0							
2016	10		520,000	520.00	0							
2016	11		550,000	550,00	0							
2016	12		540,000	540,00	0							
T	otal	3,170,	000	3,170,00	0							
	art											
C CAP	JIC .											
Product	s and Spe	cific Energy (Consumpti	on (SEC)								-
				Produ	ıct				SEC			
Year	Month	Cement	- White Ce	ement	Cement - C	oloured Cemen	t Comont I	thite Comont [kWb/MT]	Comont - Celeu	rod Comont [kith/MT]		
		MT	Weight	age [%]	MT	Weightage [%	6]		Cement - Colou			
2016	7	220,000		50	210,000		50	1.15909091		1.21428571		
2016	8	230,000		60	200,000	4	40	1.35652174		1.04		
2016	9	250,000		70	190,000	3	30	1.484		0.83684211		
2016	10	240,000		60	200,000	4	40	1.3		1.04		
2016	11	230,000		50	220,000	5	50	1.19565217		1.25		
2016	12	200,000		40	230,000	(50	1.08		1.40869565		
Т	otal	1,370,000			1,250,000							

- 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.

🏟 HOMEPAGE		TIONS 🗰 RE	EPORTS	Land CHARTS	▲ ALERTS							⊠O NEW - 🔺	DEMO.INST -
O Installatio	ons i De												
DETAILS	LECTRICITY	VARIABLES	FUELS	PRODUCTS	REPORTS GRID OVERVIEW	REPORTS TABLE							
Report Action	ons i Crea	ate Historica	al Report	Create	Next Report (01/2017	06/2017)							
				Ren	oorts for Current Install	ntion						Leg	gend
Year 2016	1	2	3	4	5 6 7	8	9 10 07/2016 ♥	11 18	12			Di Submitte Approved	raft ed to REEM d by REEM
												Rejected Submitt Rejected	ted to EC
ACCOUNT	PRODUCT	VARIABLE	FUEL										
					123456789 [kW	1					Legend		
Year	1	2	3	4	5 6	7 8	9	10 11	12	Green	Minimal v	alue	
2016					5	0,000 520,000	530,000 520	0,000 550,000	540,000	Yellow	Average v	alue	
										Red	Maximal v	alue	
										Color gradient	Proportional in range betwee and maximal value	en minimal, average, in the table	
										Average, min and	max are calculated for each table individ Baseline values are not include	ually using only report v d.	values.

18. Report status now is Submitted to REEM.

↔ Homepage Iministaliations @ Reports Imicharts Alerts	🜌 D NEW 🗸 🔺 DEMO JNST 🗸
O Installation	
DETAILS ELECTRICITY VARIABLES FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE	
Report Actions Create Historical Report Create Next Report (01/2017 - 06/2017)	
Reports for Current Installation	Legend
Year 1 2 3 4 5 6 7 8 9 10 11 12 2016 19 07/2016 ♀ 20	Draft Submitted to REEM Approved by REEM Rejected by REEM Submitted to EC Rejected by EC
ACCOUNT PRODUCT VARIABLE FUEL	
123456789 [kWh]	Legend
Year 1 2 3 4 5 6 7 8 9 10 11 12	Green Minimal value
2016 510,000 520,000 520,000 550,000 540,000	Yellow Average value
	Red Maximal value
	Color gradient Proportional in range between minimal, average, and maximal value in the table
	Average, min and max are calculated for each table individually using only report values. Baseline values are not included.

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

20. Click on the report

# HOMEPAG	E L MIN	STALLATIONS	I REPORTS	Lee CHARTS	A LERTS							🖂 O NEW 🗸	🛎 DEMO.INST 🕶
Edit	Refres	h Dates & Att	rs Delete	i St	ıbmit to EC								
Report I)		163		21							Quick Lir	ks
Installati	on		Demo Installat	tion 😡								Installation: Demo Inst	allation 😡
Туре			Baseline-only									Reports overview for the	e installation 😡
Start Dat	e		01/07/2016										
Reportin	g duration	n [months]	6				Status	s History					
Reportin	j period		07/2016 - 12/2	2016	Da	ite	Status	User	Comment				
Status			Approved by R	EEM	23/08/201	7 11:48:55 Sub	mitted to REEM	Demo Installation [MAL_INS	σ Τ]				
Commen	t				23/08/201	7 12:00:23 App	proved by REEM	Demo REEM [MAL_REEM]	Ok				
Electrici	ly												
			Account										
Year	Month	123456789	[kWh] Tot	tal (kWh)									
2016	7		510,000	510.000									
2016	8		520.000	520.000									
2016	9		530,000	530.000									
2016	10		520,000	520.000									
2016	11		550,000	550,000									
2016	12		540,000	540.000									
Т	otal	3.170.0	000 3	.170.000									
	_												
Exp	ort												
Product	s and Sne	cific Energy (Consumption ((SEC)									
				Droduc	+				c		1		_
Year	Month	Cement	- White Ceme	nt	Cement - Co	oloured Cement							
		МТ	Weightage	[%]	MT	Weightage [%]	Cement - W	/hite Cement [kWh/MT]	Cement - Colour	red Cement [kWh/MT]			
2016		220,000		50	210,000	50)	1.15909091		1.21428571			
2016	8	230,000		60	200,000	40)	1.35652174		1.04			
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	60)	1.08		1.40869565			
	tal	1 270 000		1	250.000								

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

# HOMEPA	GE M IN	STALLATIONS	# REPORTS	CHARTS	▲ ALERTS							⊠0 NEW	🖾 O NEW 🗸	🖾 O NEW 🗝	🖾 O NEW 🗸 🔺 DEN
Edit	Refres	h Dates & Att	trs Delete	Subn	nit to EC										
Report I Installat Type Start Da	D tion te		163 Demo Installation Baseline-only 01/07/2016	n O		Quick Installation: Demo I Reports overview for Status History									Quick Links Installation: Demo Installation Reports overview for the install
Reportin	ig duratio	n [months]	6			Statu	is History								
Reportin Status Commen	ig period it		Approved by REE	16 21 2	Date 23/08/2017 11:48:55 23/08/2017 12:00:23	Submitted to REEM	User Demo Installation [MAL_I Demo REEM [MAL_REEM]	VST] Ok							
Electric	iity						8								
Year 2016 2016 2016 2016 2016 2016 2016 2016 2016 2017 2018 2019 2019 2010 2010 T Image: State S	Month 7 8 9 10 11 12 otal bort ts and Spe	123456789	Account P [kWh] Total 510,000 55 520,000 55 530,000 55 550,000 55 540,000 55 540,000 55 000 3,11 Consumption (Sl	[kWh] 10,000 20,000 30,000 20,000 50,000 40,000 70,000 EC)	22	Confirm status chi Comment Historical report for Confirm Can	ange of this report to: "Sub 07/2016 - 12/2016 Icel	mitted to EC"	X						
				Product				SEC		1					
Year	Month	Cement	- White Cement	Cen	nent - Coloured Cer	iment SEC									
		МТ	Weightage [%	/6] N	MT Weightage	e [%] Cement -	White Cement [kWh/MT]	Cement - Colour	ed Cement [kWh/MT]						
2016		220,000		50 2:	10,000	50	1.15909091		1.21428571						
2016		230,000		60 20	00,000	40	1.35652174		1.04						
2016		250,000		70 19	90,000	30	1.484		0.83684211						
2016	10	240,000		60 20	00,000	40	1.3		1.04						
2016 201 <u>6</u>	11 12	230,000 200,000		50 23 40 23	30,000	60	1.19565217 		1.25 1.4086 <u>9565</u>						
-	otal	1 370 000		1.35	0.000										

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

HOMEPAG	ie 🖬 IN	STALLATIONS	EREPORTS	MCHARTS	A ALERT	S					🖾 O NEW 🗸	📥 DEMO.INS
I PD	F Form A	PDF For	n B PDF Re	port	2	3						
leport II)		163								Quick Li	nks
nstallati	on		Demo Installati	on 🖸							Installation: Demo Ins	tallation 😡
уре			Baseline-only								Reports overview for t	he installati:
tart Dat	e		01/07/2016					Status History				
eportin	g duration	n [months]	6		C	ate	Status	User		Comment		
eportin	g period		07/2016 - 12/2	016	23/08/20	17 11:48:55	Submitted to REEM	Demo Installation [MAL_I	NST]			
tatus			Submitted to E	С	23/08/20	17 12:00:23	Approved by REEM	Demo REEM [MAL_REEM]		Ok		
ommen	t				23/08/20	17 12:10:40	Submitted to EC	Demo Installation [MAL_I	NST]	Historical report for 07/2016 - 12/2016		
Electrici	ty											
			Account									
Year	Month	12345678	9 [kWh] Tota	al [kWh]								
2016	7		510,000	510,000								
2016	8		520,000	520,000								
2016	9		530,000	530,000								
2016	10		520,000	520,000								
2016	11		550,000	550,000								
2016	12		540,000	540,000								
Т	otal	3,170,	000 3,	,170,000								
Exp	ort											
m rub	ort											
Product	s and Spe	cific Energy	Consumption (SEC)								
				Produc	t				SEC			
Year	Month	Cement	- White Cemen	nt (Cement - C	oloured Ceme	ent Cement - W	/hite Cement [kWh/MT]	Cem	ent - Coloured Cement [kWh/MT]		
		MT	Weightage [[%]	МТ	Weightage ([%]					
2016	7	220,000		50	210,000		50	1.15909091		1.21428571		
2016	8	230,000		60	200,000		40	1.35652174		1.04		
2016	9	250,000		/0	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		60	1.08		1.40869565		

23. Report is now submitted to EC.

# HOMEPAGE		m REPORTS	Lee Charts	A LERTS					🖾 O NEW + 🔹 DEMO.INST +
O Installat	tions Demo I	installation							
DETAILS	ELECTRICITY VAI	RIABLES FUELS	PRODUCTS	REPORTS GRID OVERVIEW	REPORTS TABLE				
Report Act	tions Create H	listorical Repor	t Create	Next Report (01/2017 -	6/2017)				
Year	1 2	3	Rej 4	ports for Current Installa	tion 8 9	10 1	1 12		Legend Draft
2016				24	0	07/2016 🕥			Submitted to REEM
									Rejected by REEM
									Submitted to EC
			_						Rejected by LC
ACCOUNT	PRODUCT	VARIABLE FUEL							
				123456789 [kWh					Legend
Yea	r 1 6	2 3	4	5 6	7 8	9 10 30.000 520.000	11 12	Green	Minimal value
201	0			51	,000 320,000 3.	50,000 520,000	330,000 340,000	Yellow	Average value
								Red	Maximal value
								Color gradient	Proportional in range between minimal, average, and maximal value in the table
								Average, min and max	are calculated for each table individually using only report values. Baseline values are not included.

24. Report status now is Submitted to EC.

4.4.3 Create Next Reports

# HOMEPAGE	MINSTAL	LATIONS E	REPORTS	LILCHARTS	A ALER	TS									⊠O NEW → 🔺 DEMO.INST →
O Installa	tions	Demo Instal													
DETAILS	ELECTRICITY	VARIABLE	S FUE	S PRODUC	TS REPO	ORTS GRID OVERVIEW	REPORTS	TABLE							
Report Ac	tions C	eate Histo	rical Rep	ort Crea	te Next Re	port (01/2017	- 06/2017)	1							
				1	Reports for	r Current Insta	lation								Legend
Year 2016	1	2	3	4	5	6 7	8		9 07/2016	10 ©	11	12			Draft Submitted to REEM Approved by REEM Rejected by REEM Submitted to EC Rejected by EC
ACCOUN	IT PRODU	CT VARIA	BLE FL	EL .											
					1	123456789 [kW	/h]								Legend
Yea	ır 1	2	3	4	5	6	7	8	9	10	11	12	Gree	n	Minimal value
201	.6						510,000 52	0,000	530,000	520,000	550,00	0 540,000	Yellov	W	Average value
													Red	đ	Maximal value
													Color gra	adient	Proportional in range between minimal, average, and maximal value in the table
													Average, mi	in and ma	ax are calculated for each table individually using only report values. Baseline values are not included.

1. Click on Create Next Report button.

# HOMEPAG	GE L MIN	STALLATION	IS 🗰 REPORTS 🛛	Le CHARTS	S 🔺 ALERTS					⊠0 NEW	l → 🔺 DEMO.INST →		
Edit	Refres	h Dates	& Attrs Delete	I S	Submit to REEM								
Report II	D		164					Warnings		Quic	k Links		
Installati	ion		Demo Installati	ion 😡			All fields in Prod	ucts and Specific Energy Consumption (SEC) m	ust be entered for sector Indust	ry Installation: Demo	o Installation 📀		
Туре			Report				All fields in Variables must be entered for sector Industry Reports overview for the in						
Start Dat	e		01/01/2017				All fields in Elect	ricity must be entered for sector Industry					
Reportin	g duratio	n [month	is] 6							-			
Reportin	period 01/2017 - 06/2017												
Status			Draft		Status Hi	story							
Commen	t	Date Status User Comment											
Electrici	ty										Ξ.		
Year	Month	10045		-1 Flands	3								
2017	1	12345	6789 [KWII] 101	ai [KWI	0								
2017													
2017	2				0								
2017	4				0								
2017	5				0								
2017	6				0								
T	ntal		0		0								
🖹 Exp	ort												
Product	s and Spe	ecific Ene	rgy Consumption (SEC)							Ξ.		
			P	roduct				SEC					
Year	Month	Cerner	nt - White Cement	Ceme	ent - Coloured Cement	Cement - White Cem	ent [kWh/MT]	Cement - Coloured Cement [kWh/MT]					
		MT	Weightage [%]	MT	Weightage [%]								
2017	1												
2017	2												
2017	3			-									
2017	4												
2017	5			-									
2017	6												

2. Click on Edit button.

🏶 HOMEPAG	E M INS	STALLATIONS 6	REPORTS	Lel CHARTS	▲ AL
i Save	Cance	l Delete	1		
Report II)		164		
Installati	on		Demo Installat	lion 🖸	
Туре		3	Report	Baseline-or	ily
Start Dat	e 1 duration	[months]	5		
Reportin	j period		- 01/2017 - 06/2	2017	
Status			Draft		
Common					
Commen					
Flectrici	v 4				
			Account		
Year	Month	1234567	89 [kWh]	Total [k	Vh]
2017	1	500000			0
2017	2	570000			0
2017	3	560000			0
2017	4	540000			0
2017	5	550000			0
2017	6	530000			0
To	tal	550000)		0
			,		
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.

HOMEPA	IOMEPAGE MINISTALLATIONS @EREPORTS MICHARTS ▲ALERTS 🗖 DEMO INSI									
Exp	ort									
Product	s and Spe	cific Energy Consumptio	on (SEC)							
			Pr	oduct			SEC			
Year	Month	Cement	- White Cement	Cement - Co	loured Cement	Cement - White Cement [kWh/MT]	Cement - Coloured Cement [kWh/MT]			
2017		250000 5	50	260000	50					
2017		240000	40	270000	60					
2017		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.

Electrici	ity							3
Maria		Acc	unt					
rear	Month	1234567890 [kW	h] Total [kWh]					
2017	1	450,0	00 450,000					
2017		430,0	00 430,000			Fr	om 450.000kWh, how many percent	
2017	3	440,0	00 440,000			ele	ectricity is used to produce Hardisk &	
2017	4	450,0	00 450,000				skette for Month 1/2017 Total percent	and of
2017	5	500,0	00 500,000				skelle for world'r 1/2017. Total percent	age of
2017	6	440,0	00 440,000			we	eightage must be 100%	
T	otal	2,710,000	2,710,000					
Product	s and Spe	cific Energy Consur	ption (SEC)	xduct			s	EC
Year	Month	Magnetic and Op	ical Recording Media - ardisk	Magnetic and	Optical Recording Me Diskette	dia -	Magnetic and Optical Recording Media - Hardisk	Magnetic and Optical Recording Media - Diskette
		pcs	Weightage [%]	pcs	Weightage [%]		[KWII/pcs]	[KWII/PCS]
2017	1	1,500	60	2,500		40	180	72
2017	2	2,000	70	3,000		30	150.5	43
2017	3	2,500	10	1,500		90	17.6	264
2017	4	3,000	41	2,500		59	61.5	106.2
2017	5	2,000	70	2,000		30	175	75
2017	6	1,500	70	2,000		30	205.333	66

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.

Note:

i. Formula to calculate SEC:

 $SEC = \frac{E * \frac{W}{100}}{P}$

Where:	
E	= Electricity (kWh)
W	= Weightage (%)
Р	= Production

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Building	Energy I	ntensity (BE	I)				
Net Fic	oor Area [m²]		6			
Year	Month	BEI [kWh/	m²]				
2017	7						
2017	8						
2017	9						
2017	10						
2017	11						
2017	12						
Exp	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.
- ii. Formula to calculate Building Energy Intensity (BEI):

$$BEI = \frac{E}{NFA}$$

Where: Е

= Electricity (kWh) NFA = Net Floor Årea (m^2)

Variable	s	
	-	Variable
Year	Month	Cooling Degree Days
2017		524
2017	2	540
2017		530
2017		550
2017		516
2017		526
Exp	ort	
	JIC .	

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

# HOME	PAGE	Links	TALLATIONS 🇰 REPORTS I	Laucharts 🔺 Alerts											2	10 NEW -	🛎 DEMOJINST +	^
Fuel	5	2															-	Î.
			Fue	el														
Yea	- M	onth	m ³	I Gas Cost [MYR]														
201	7	1	120000	25000														
201	7	2	130000	26000														
201	7	3	140000	27000														
201	7	4	130000	26000														
201	7	5	120000	25000														
201	7	6	150000	28000														
	Total		U		0													
R	xport	_																
Energ	y Savi	ing Me	asures (ESM)														=	
List			9															
			Туре		Description	Investment Cost [M]	/R]	s	tatus				Comm	ent				
								1.1										
=	1	Ug	nung	•	Change to LED light	100,000.00		mpietea										
=		Mo	tor	*	Change to High Efficiency Motor	300.000.00	In	Progress		•								
	-				unange to high Enterinty Hotor			riograss										
Add	l new	Co	by completed to Summary															
Sun	ımaı	ry of	Implemented ES	м														
			Туре		Description	Yearly Savings [kWh]	Yearly S	avings Cost [MYR]	Return on Investm	ient [Years]	Month Co	mpleted	Year Comple	ted			Comment	
=	a (Lighting			Change to LED light	50.000.00	80.000.0	10	1.00		5		2017					
	- 1																	
•		-															+	
Add	new																	
Pro	pose	d																
			Туре		Description	Estimated Yearly Saving	s [kWh]	Estimated Yearly S	avings Cost [MYR]	Investment	Cost [MYR]	Return on	Investment [Year	s]		Co	mment	
≡	a [Inverte	r / VSD / VFD	•	Install VFD	20,000.00		20,000.00		20,000.00		1.00						
4	Inew																,	
Aut	- men	Under 1	ing are construction, JOELES with Soving its	ugur u														-

- 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	D	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								
Reportin	g period	01/2017 - 06	5/2017							
Status		Draft								
Commen	ut .					Statu	s History			
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Electrici	ity									
Voor										
	Month	Accoun	t							
	Month	Accoun 123456789 [kWh]	it Total [kWh]							
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2017 2017	Month 1 2	Accoun 123456789 [kWh] 500000 570000	t Total [kWh] 0							
2017 2017 2017	Month 1 2 3	Account 123456789 [kWh] 500000 570000 550000	it Total [kWh]							
2017 2017 2017	Month 1 2 3	Accoun 123456789 [kwh] 500000 570000 560000	t Total [kWh] 0 0 0 0 0 0 0							
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2017 2017 2017 2017 2017 2017	Month 1 2 3 4 5	Account 123456789 [kwh] 500000 570000 560000 540000 550000	it Total [kWh] 0 0 0 0 0							

10. Scroll up the page and click Save button.

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Report I	D		164		11					Quick Lin	iks
Installati	ion		Demo Ins	tallation 📀						Installation: Demo Inst	allation 📀
Туре			Report							Reports overview for th	e installation 📀
Start Da	te		01/01/20	17							
Reportin	g duratior	i [months]	6								
Reportin	g period		01/2017 -	06/2017							
Status			Draft			Status History					
Commen	t				Date	Status User	Comment	l			
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Lietuitu	cy										
Year	Month	100456700	Account	Total IIdu	6.1						
2017	1	123430769	500.000	10tal [KW							
2017	2		570,000	570.0	00						
2017	3		560.000	560.0	00						
2017	4		540,000	540,0	DO						
2017	5		550,000	550,0	DO						
2017	6		530,000	530,0	DO						
Тс	otal	3,250,	000	3,250,0	DO						
vੈ Evn	ort										
	ort										
Products	s and Spe	cific Energy (Consumpt	ion (SEC)							
				Prod	uct				SEC		
Year	Month	Cement	- White Co	ement	Cement -	Coloured Cement	Coment	- White Comont [KWb/MT]	Comont Coloured Comont [kiikh/MT]		
		MT	Weight	age [%]	МТ	Weightage [%]	- white cement [kwn/mn]	Cement - Coloureu Cement [kwii/M1]		
2017	1	250,000		50	260,000	5	0	1	0.96153846		

11. Click on the Submit to REEM button.

Refresh	Dates & Attr	rs Delete							
		Derete	Submit to R	EEM					
		164						Quick Lin	ks
n		Demo Installation 📀						Installation: Demo Insta	allation 📀
		Report						Reports overview for the	e installation 🕢
		01/01/2017							
duration	[months]	6							
period		01/2017 - 06/2017							
		Draft		Status History					
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,			ſ			v)			8
		Account		Confirm status cha	inge of this report to: "Submitted to R	EEM" ^			
Month	123456789	[kWh] Total [kW	h]	Please verify and ap	prove				
1	5	500,000 500,0	0 12						
2	5	570,000 570,0	00	Canfirm Can	1				
3	5	560,000 560,0	00	Commin Can	Cel				
4	5	540,000 540,0	00						
5	5	550,000 550,0	00						
6	5	530,000 530,0	00						
al	3,250,0	00 3,250,0	00						
t									
and Cnor	ific Enormy C	ongumption (CEC)							
and spec	and theryy G	Drod	uct						
Month	Cement -	White Cement	Cement-1	Coloured Cement					
	MT	Weightage [%]	MT	Weightage [%]	Cement - White Cement [kWh/MT]	Cement - Coloured C	ement [kWh/MT]		
1	250,000	50	260,000	50			0.96153846		
n d p M al	uration eriod 1 2 3 4 5 6 3 4 5 6 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	uration [months] eriod 123456789 123456789 1 2 3 4 5 6 3 6 3,250,0 addspectric Energy C conth Cement - MT 1 2 3 4 5 6 6 7 6 7 6 6 7 7 8 9 1 2 1 2 1 2 1	104 Demo Installation Q Report 01/01/2017 - 06/2017 praft 1034556789 [kWh] 1234556789 [kWh] 1234556789 [kWh] 1234556789 [kWh] 13 560,000 2 3 560,000 4 550,000 5 550,000 5 3 550,000 5 550,000 5 550,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 530,000 540,000 550,000 550,000 550,000 530,000 530,000 <	164 Demo Installation O Report 01/01/2017 uration [months] 6 eriod 01/2017 - 06/2017 Draft Date 1 500,000 2 570,000 3 560,000 4 540,000 3 550,000 3 550,000 6 530,000 3 550,000 5 5550,000 6 530,000 3,250,000 3,250,000	Ic4 Demo Installation Q Report 01/01/2017 uration [months] 6 eriod 01/2017 - 06/2017 Draft Draft Draft Date 1 500,000 2 570,000 3 560,000 4 540,000 5 550,000 6 530,000 3 560,000 6 530,000 3 550,000 6 530,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000 3,250,000	Interview Interview <thinterview< th=""> Interview <thinterview< th=""> Interview Interview</thinterview<></thinterview<>	Interpret Interpret <t< th=""><th>Ic4 Demo Installation Q Report 01/01/2017 uration [months] 6 eriod 01/2017 - 06/2017 Draft Date Status History Date Date Status User Ontim 123456789 [kMh] 1 500,000 2 570,000 3 560,000 4 540,000 5 550,000 6 530,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 4 540,000 50 550,000 6 530,000 <</th><th>Icit Openo Installation © Margent Installation: Center Installation: O Installation: Center Installatinstallatinste Center Installatinste Center Installation: Center</th></t<>	Ic4 Demo Installation Q Report 01/01/2017 uration [months] 6 eriod 01/2017 - 06/2017 Draft Date Status History Date Date Status User Ontim 123456789 [kMh] 1 500,000 2 570,000 3 560,000 4 540,000 5 550,000 6 530,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 3 3250,000 4 540,000 50 550,000 6 530,000 <	Icit Openo Installation © Margent Installation: Center Installation: O Installation: Center Installatinstallatinste Center Installatinste Center Installation: Center

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

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	13											
Report I	D		164							(uick Lin	ks
Installat	ion		Demo Ins	tallation 📀						Installation: D	emo Inst	allation 📀
Гуре			Report							14 Reports overv	iew for th	e installation
Start Da	te		01/01/20	17								
Reportin	g duratio	n [months]	6									
Reportin	g period		01/2017 -	06/2017				Status History				
itatus			Submittee	to REEM		Date	Status	User	Comment			
Commen	t				23/08/2	017 12:42:02 9	Submitted to REEM	Demo Installation [MAL_I	NST] Please verify and approve			
Electrici	ty											
			Account	:								
Year	Month	123456789	[kWh]	Total [kW	h]							
2017	1		500,000	500,0	00							
2017	2		570,000	570,0	00							
2017	3		560,000	560,0	00							
2017	4		540,000	540,0	00							
2017	5		550,000	550,0	00							
2017	6		530,000	530,0	00							
Te	otal	3,250,	000	3,250,0	00							
x Exp	ort											
Droduct	c and Sno	cific Energy (Concumpt	ion (SEC)								
Froduce	s and ope	chic Energy (consumpt	Prod	uct				SEC			
Year	Month	Cement	- White Co	ement	Cement - (Coloured Cemer	nt					
		МТ	Weight	age [%]	MT	Weightage [9	Cement - Wi	hite Cement [kWh/MT]	Cement - Coloured Cement [k	Wh/MT]		
2017	1	250,000		50	260,000		50	1	0.90	5153846		
2017	2	240.000		40	270.000		60	0.95	1.20	5666667		

- 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
2017	15		01/2017	0									Approved by REEM Rejected by REEM
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ACCOUNT	PRODUCT	VARIABL	E FUEL										
					12	3456789 [k	wh]						
Year	r 1	2	3	4	5	6	7	8	9	10	11	12	
2016	5	570.000	500.000	540.000	550.000	520.000	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.

		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 Ac	tions :	Crea	te Historic	al Report	Create	Next Repo	ort (01/201	-	17)					
					1				,					
					Re	ports for (Current Inst	tallation						Legend
ear	1		2	3	4	5	6	7	8	9	10	11	12	Draft Submitted to REI
16	4.0				- 1 7					07/2016	•			Approved by REE
17	10			01/2017	ω1/									Rejected by REE
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														Rejected by EC
COUN	T PDr		VARIABI		1									
CCOUN	IT PRO	ODUCT	VARIABLI	FUEL										
CCOUN	IT PRO	ODUCT	VARIABLI	FUEL		12	3456789 [kWh]						
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COUN Yea 201 201	T PRC ar 1 16 17 500	0DUCT 1	2 570,000	FUEL 3 560,000	4 540,000	12 5 550,000	3456789 [I 6 530,000	kWh] 7 510,000	8 520,000	9 530,000	10 520,000	11 550,000	12 540,000	
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16. After REEM has approved the report, the status will change to Approved by REEM

17. Click on the report

HOMEPAG	E MINS	TALLATIONS	m REPORT	S Louichart	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 📀
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tart Dat	e		01/01/20	17						_		
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ommen	t				23/08/20	017 14:21:33	Approved by REEM	Demo REEM [MAL_REEM] Ok			
Electrici	У											
Voor	Month		Accoun	t								
TCal	Month	123456789	[kWh]	Total [kWi	1							
2017	1		500,000	500,00	0							
2017	2		570,000	570,00	0							
2017	3		560,000	560,00	0							
2017	4		540,000	540,00	0							
2017	5		550,000	550,00	0							
2017	6	0.050 (530,000	530,00	0							
10		3,250,0	00	3,250,00	U							
L Expo	ort											
Products and Specific Energy Consumption (SEC)												
Product SEC												
Year	Month	Cement	White C	ement	Cement - O	Coloured Cem	ent Coment 1	White Coment [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.

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Report I	D		164								Quick Lin	iks
Installat	tion		Demo Installation								Installation: Demo Insta	allation 🗿
Туре			Report								Reports overview for th	e installation 🕢
Start Da	te		01/01/2017									
Reportin	ng duration	(months)	6					Status History				
Reportin	ng period		01/2017 - 06/2017		E	Date	Status	User	Con	iment		
Status			Approved by REEM		23/08/20	17 12:42:02	Submitted to REEM	Demo Installation [MAL_]	NST] Please verify	and approve		
Commer	ıt				23/08/20	17 14:21:33	Approved by REEM	Demo REEM [MAL_REEM	Ok			
Year 2017 2017 2017 2017 2017 2017 To	Month 1 2 3 4 5 6 otal	123456789 3,250,6	Account Total [k 500,000 5000 570,000 5700 560,000 5600 540,000 5500 530,000 5300 000 3,2500	Wh] 000 000 000 000 000 000	19	Comment Report submis	sion for 01/2017 - 00	5/2017				
Product	s and Spec	cific Energy (Consumption (SEC									8
Maria		0	Pro	duct					SEC			
Year	Month	Cement	- white Cement	C	ement - C	Woightago [/	Cement - W	hite Cement [kWh/MT]	Cement - Colour	ed Cement [kWh/MT]		
2017	1	250,000	freightage [%]		260,000	weightage [50			0.9615 <u>3846</u>		

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

# HOMEPAG	GE L ains	STALLATIONS	🛍 REPORT	S Land CHARTS	A LERTS				🔤 O NEW 👻 🔺 DEMOJINST 👻
PD	F Form A	PDF Form	n B 🛛 P	DF Report	20				
Report I	D		164						
Installat	ion		Demo In	stallation 🕢					
Туре			Report						
Start Da	te		01/01/20	017			Status History		
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	ed to EC	23/08/2017 14:21:33	Approved by REEM	Demo REEM [MAL_REEM]	Ok	_
Commen	it				23/08/2017 14:28:37	Submitted to EC	Demo Installation [MAL_INST]	Report submission for 01/2017 - 06/2017	
									Ouick Links
									Installation: Demo Installation O
									Reports overview for the installation Q
Electrici	ity								=
			Accoun	it					
Year	Month	123456789	[kWh]	Total [kWh]					
2017	1		500,000	500,000					
2017	2		570,000	570,000					
2017	3		560,000	560,000					
2017	4		540,000	540,000					
2017	5		550,000	550,000					
2017	6		530,000	530,000					
T	otal	3,250,0	000	3,250,000					
x Exp	ort								
Product	s and Spe	cific Energy (Consump	tion (SEC)					•
				Product			SEC		

20. Report is now submitted to EC.

Image: Demoinstaliation Demoinstaliation Diring in provided by instaliation Report Actions Create Historical Report Create Next Report (07/2017 - 12/2017) Report Actions Create Historical Report Create Next Report (07/2017 - 12/2017) Create Historical Report Create Next Report (07/2017 - 12/2017) Create Historical Report Create Next Report (07/2017 - 12/2017) Create Historical Report Create Next Report (07/2017 - 12/2017) Create Historical Report Create Next Report (07/2017 - 12/2017) Create Historical Report Create Next Report (07/2017 - 12/2017) Create Next Report (07/2017 - 01/2016 © 01/2017 01/2017 01/2017 01/2017 01/2017 01/2017 01/2016 © Create Next Report (07/2017 - 12/2017) Create Next Report (07/2017 - 01/2016 © 01/2010 01/2017 01/2017 01/2017 01/2016 © Create Next Report (07/2017 - 12/2017) Create Next Report (07/2017 0 Create Next Report (07/2017 0 Create Next Report (07/2017 0 Create Next Report (07/2017 0) Create Next Repor	# HOMEPAGE	L INSTA	LLATIONS	A REPORTS	LILICHARTS	A ALERTS								🜌 O NEW 👻 📤 DEMOJINST 👻
DEFAULS RECIRCUTY VARIABLES PRODUCTS REPORTS SRID OVERVIEW REPORTS TABLE Report Actions Create Historical Report Create Next Report (07/2017 - 12/2017) Loggend Dark Year 1 2 3 4 5 6 7 8 9 10 11 12 2016	G Installa	ations												
Report Actions : Create Historical Report Create Next Report (07/2017 - 12/2017) Report Actions : Create Historical Report Create Next Report (07/2017 - 12/2017) Report Actions : Create Historical Report Greate Next Report (07/2017 - 12/2017) Report Actions : Create Historical Report Greate Next Report (07/2017 - 12/2017) Report Actions : Create Historical Report 0/2016 2016 07/2016 07/2016 2017 01/2017 01/2017 NCCOUNT PRODUCT VARUABLE FRED 122456789 [kWh] Year 1 2 1 2 3 4 5 6 7 8 9 10 11 12 2016 500,000 520,000 530,000 520,000 530,000 540,000 520,000 530,000 540,000 550,000 540,000 550,000 530,000 520,000 500,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 <t< td=""><td>DETAILS</td><td>ELECTRICITY</td><td>VARIABLE</td><td>S FUELS</td><td>PRODUCTS</td><td>REPORTS</td><td>GRID OVERVIEW</td><td>REPO</td><td>RTS TABLE</td><td></td><td></td><td></td><td></td><td></td></t<>	DETAILS	ELECTRICITY	VARIABLE	S FUELS	PRODUCTS	REPORTS	GRID OVERVIEW	REPO	RTS TABLE					
Reports for Current Installation Year 1 2 3 4 5 6 7 8 9 10 11 12 2016 07/2016 07/2016 0 07/2016 0 10 11 12 Submitted to Appendix 01/2017 0 0 11 12 0 10 11 12 Vear 1 2 3 4 5 6 7 8 9 10 11 12 Vear 1 2 3 4 5 6 7 8 9 10 11 12 Vear 1 2 3 4 5 6 7 8 9 10 11 12 2010 2017 500,000 540,000 530,000 530,000 530,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,00	Report A	ctions C	reate Histo	ical Report	Create	Next Repor	t (07/2017 -	12/201	7)					
Year 1 2 3 4 5 6 7 8 9 10 11 12 2016 Or/2016 O 2017 01/2017 O 0 0 11 12 Approved by: Submitted to Approved by: Submitted to Rejected by VARIABLE FUE Year 1 2 3 4 5 6 7 8 9 10 11 12 Year 1 2 3 4 5 6 7 8 9 10 11 12 Year 1 2 3 4 5 6 7 8 9 10 11 12 Year 1 2 3 4 5 6 7 8 9 10 11 12 Year 1 2 3 6 7 8 9 10 11 12 Year 1 2 3 5 10 30 50,000 50,000 50,000 50,0					Re	eports for Cu	irrent Install	ation						Legend
2016 07/2016 Approved by Rejected by Submitted te Rejected to Submitted te Rejected to Su	Year	1	2	3	4	5	6 7		8	9	10	11	12	Draft
2017 01/2017 O Rejected by Submitted Ix ACCOUNT PRODUCT VARUABLE FUE Year 1 2 3 4 5 6 7 8 9 10 11 12 2016 3 4 5 6 7 8 9 10 11 12 2016 500,000 520,000 530,000 520,000 540,000 550,000 540,000 2017 500,000 550,000 530,000 530,000 540,000 540,000 540,000 550,000 540,000 540,000 550,000 540,000 550,000 540,000 540,000 550,000 540,000 550,000 540,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 540,000 550,000 540,000 540,000 540,000 540,000 550,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000	2016									07/2016	•			Approved by REEM
Submitted is Rejected by VACCOUNT PRODUCT VARIABLE FUE Vear 1 2 3 4 5 6 7 8 9 10 11 12 2016 - - - 510,000 520,000 530,000 540,000 540,000 2017 500,000 540,000 550,000 530,000 530,000 520,000 540,000 2017 500,000 540,000 550,000 530,000 520,000 540,000 500,000 2017 500,000 540,000 550,000 530,000 520,000 540,000 500,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 550,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000 540,000	2017			01/2017	7 1									Rejected by REEM
Rejected ty ACCOUNT PRODUCT VARIABLE FUEL <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>Submitted to EC</td></td<>														Submitted to EC
ACCOUNT VRODUCT VARIABLE FUEL Vear 1 2 3 4 5 6 7 8 9 10 11 12 2016 - - 510,000 520,000 530,000 540,000 540,000 2017 500,000 570,000 560,000 540,000 530,000 520,000 520,000 540,000 2017 500,000 570,000 560,000 530,000 530,000 520,000 520,000 540,000 2018 - - - - - - 2016 - - - - - - 2017 500,000 570,000 550,000 530,000 - - - - 2018 - - - - - - - -														Rejected by EC
Notice Notice<	40000	T BRODI	IOT VARIA											
Year 1 2 3 4 5 6 7 8 9 10 11 12 2016 Image:	ACCOU	PRODU	VARIA	FUEL FUEL										
Year 1 2 3 4 5 6 7 8 9 10 11 12 2016 Image:						123	456789 [kW	'h]						
2016 Image: state s	Ye	ar 1	2	3	4	5	6	7	8	9	10	11	12	
2017 500,000 570,000 540,000 530,000 530,000 530,000 Source Source Source Source Image: Sou	20	16					5	10,000	520,000	530,000	520,000	550,000	540,000	
Legend Green Minimal value Yellow Average value Red Maximal value Color gradient Proportional in range between minimal, average, and maximal value in the table	20	17 500,0	570,000	560,000	540,000	550,000	530,000							
Green Minimal value Yellow Average value Red Maximal value Color gradient Proportional in range between minimal, average, and maximal value in the table														Legend
Yellow Average value Red Maximal value Color gradient Proportional in range between minimal, average, and maximal value in the table												Gr	een	Minimal value
Red Maximal value Color gradient Proportional in range between minimal, average, and maximal value in the table												Ye	llow	Average value
Color gradient Proportional in range between minimal, average,												R	led	Maximal value
and maximum value in the table												Color g	gradient	Proportional in range between minimal, average, and maximal value in the table
Average, min and max are calculated for each table individually using only report values Baseline values are not included.												Average,	min and ma	x are calculated for each table individually using only report values. Baseline values are not included.

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.

🖶 HOMEPA	IE L erinsi	TALLATIONS	m REPORTS	LALCHARTS	▲ ALERTS			⊠O NEW -	🛔 TESTLINST 🗝	ſ
🗟 Exp	ort									
Product	s and Spec	ific Energy C	onsumption	(SEC)						ī.
			Prod	uct		SEC			_	
Year	Month	Basic Preci	ous and Oth	er Non-Fern	ous Metals	Basic Precious and Other Non-Ferrous Metals [kWh/Metric Tonne (MT)]				
2018	7	Methic To	nne (MT)	weight	age [70]					
2018	8									
2018	9									
2018	11									
2018	12									
Т	otal)							
🕅 Exp	ort									
Variable	s								E	
Year 2018 2018 2018 2018 2018 2018 2018	Month 7 8 9 10 11 12 ort	Varia No of Shute	ible Iown Days							
Energy	Saving Mea	asures (ESM)	i						6	
List										
Type No reco	Descripti rds found.	ion Invest	ment Cost [MYR] Sta	tus Comn	hent				
Sumr	nary of	Implem	ented Es	SM (?)						
Type No reco	Descripti rds found.	ion Yearly	Savings [kV	Vh] Vearl	y Savings Co	ost [MYR] Return on Investment [Years] Month Completed Year Co	mpleted Comment			
Propo	sed									
Type No reco	Descripti	ion Estima	ted Yearly S	avings [kW	h] Estima	ted Yearly Savings Cost [MYR] Investment Cost [MYR] Return on Inv	astment [Years] Comment			
Empty lines a	e automatically de	dicted when seving re	port.							

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 A LERTS								⊠O NEW ▼	🛎 test.inst 👻	^
G Installa	itions Te	est Installation	2											
DETAILS	ELECTRICITY	VARIABLES	FUELS PROD	UCTS REPORTS G	RID OVERVIEW	REPORTS TABLE								
Fuels (if a	applicable) I	+ Create	3							i 🕨	📥 Global	l Search	C D	
Q	🗘 Fuel	OM UOM	Inactive	Created by	Created Date	Modified by	Odified Date							
·														
					5	Fuel Create Ca Fuel Natura Inactive	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 = Nat	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

Installation	ns Tes	st Installatio											
TAILS ELE	ECTRICITY	VARIABLES	FUELS	PRODUCTS	REPORT	S GRID OVERVI	EW REP	PORTS TABLE					
eport Action	ns E Crea	ite Historic	al Report	Create	Next Repo	ort (07/201	8 - 12/20	18)					
				Re	eports for C	urrent Inst	allation						Legend
Year	1	2	3	4	5	6	7	8	9	10	11	12	Draft
2017			01/2017	•					07/2017	♪			Approved by REEM
2018			01/2018	•					07/2018	Ø			Rejected by REEM
									7				Submitted to EC
													Rejected by EC
10001017		T											
ACCUUNI	PRODUCT	VARIABLE											
ACCUUNI	PRODUCT	VARIABLE											-
ACCUUNI	PRODUCT	VARIABLE			11	111111 [k	Wh]						1
Year	PRODUCT 1	VARIABLE 2	3	4	11 5	111111 [k 6	Wh] 7	8	9	10	11	12	
Year 2017	1 1,242	2 1,521	3 1,241	4	11 5 1,214	1111111 [k 6 1,242	Wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333	12 1,566	
Year 2017 2018	PRODUCT 1 1,242 1,232	2 1,521 1,424	3 1,241 1,423	4 1,512 1,235	11 5 1,214 1,111.11	1111111 [k 6 1,242 1,234	Wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333	12 1,566	
Year 2017 2018	I 1,242 1,232	2 1,521 1,424	3 1,241 1,423	4 1,512 1,235	11 5 1,214 1,111.11	111111 [k 6 1,242 1,234	Wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333	12 1,566	Legend
Year 2017 2018	I 1,242 1,232	2 1,521 1,424	3 1,241 1,423	4 1,512 1,235	11 5 1,214 1,111.11	1111111 [k 6 1,242 1,234	wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333 Gre	12 1,566	Legend Minimal value
Year 2017 2018	I 1,242 1,232	2 1,521 1,424	3 1,241 1,423	4 1,512 1,235	11 5 1,214 1,111.11	111111 [k 6 1,242 1,234	Wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333 Gre Yell	12 1,566	Legend Minimal value Average value
Year 2017 2018	PRODUCT 1,242 1,232	2 1,521 1,424	3 1,241 1,423	4 1,512 1,235	11 5 1,214 1,111.11	1111111 [k 6 1,242 1,234	wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333 Gre Yell Re	12 1,566 een low	Legend Minimal value Average value Maximal value
Year 2017 2018	PRODUCT 1 1,242 1,232	2 1,521 1,424	3 1,241 1,423	4 1,512 1,235	11 5 1,214 1,111.11	1111111 [k 6 1,242 1,234	wh] 7 1,356	8 1,254	9 1,236	10 1,326	11 1,333 Green Yell Reference Color g	12 1,566 een ow ed	Legend Minimal value Average value Maximal value Proportional in range between minimal, average, and maximal value in the table

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

Edit	Refres	h Dates & Att	rs D	Delete	Submit to REEM	L 1
Report I	D	8	6930			Quick Links
Installat	tion		Test In	stallation 😡		Installation: Test Installation 🛇
Туре			Report			Reports overview for the installation O
Start Da	te		01/07/2	2018		
Reportin	ng duration	n [months]	6			
Reportin	ng period		07/201	8 - 12/2018		
Status			Draft		Stat	atus History
Commen	nt				Date Status	us 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					
			Accour	nt		
Year	Month	11111111	kWh]	Total [kWh	1	
2018	7				0	
2018	8			(0	
2018	9				0	
2018	10				0	
2018	11				0	
2018	12				0	
Т	otal	0			0	
ੀਤੀ Evn						
	ort					

8. Click at the Refresh Dates & Attrs. Button

# HOMEPAGE Installations	■ REPORTS Lauch4	ARTS 🔺 ALERTS				🖂 O NEW 👻	🛎 TEST.INST 👻	Â
Edit Refresh Dates & At	trs Delete	Submit to REEM						
Report ID	6930 Test Installation O				Inst	Quick Links	s	
Type Start Date	Report				Rep	ports overview for the	installation O	
Reporting duration [months]	6 Refresh Dates	s & Attrs			×	1		
Status Comment	Dr Dates can be for current rep	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	Type Fuel 0	Pending Changes Change Create Natural	Name Gas [m³]	Hourisation of dates is possible of in in the following sindeadors, and in you have a grant to eart chem: Hourisation of dates is possible of modify dates (they are defined by on installation: start of current report is the not possible to modify dates (they are defined by on installation: start of current report is the one with the same starting date as start of current reporting period or installation! Period can be modified only by administrator. Attributes cannot be explicitly modified on this form, but they will be updated according to the current list active 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 button 'Confirm Changes' To modify attributes on a report, <u>edit the attributes on the installation</u> , and click here on 'Refresh' button.	n of he	nust be entered for se	ector Industry	
2018 7 2018 8 2018 9 2018 10	Confirm C	Changes Cancel		NOTE: Active/mactive is used only when creating a new report, or when refreshing a structure of an existir 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.	ng "A			
2018 11 2018 12 Total 0		0 0 0						

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

# HOMEPAGE		TALLATIONS	# REPORTS	Lulcharts	▲ ALERTS		∎O NEW →	🛎 TEST.INST -
2018 Tota	12		0					
Export								
	_							
Variables				-				
Year M	1onth	Va No of Sh	ariable utdown Dave					
2018	7	NUUTSIN	utuowii Days					
2018	8							
2018	9			-				
2018	11			-				
2018	12							
Export								
Poul								
Fuel			-1					
Year M	1onth	Natura	al Gas					
		m ³ Co	st [MYR]	10				
2018	7							
2018	9							
2018	10							
2018	11							
Tota	12	0	0					
Export								
w export								
Energy Sav	ving Mea	asures (ES	im)					

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.

Value Variable Variable Variable Vol Vol Vol Vo	HOMEPAGE		TIONS ERPORTS	Lee Charts	▲ ALERTS	S(O NEW 🗸	🛎 TEST.INST
Solution 100 S	Total	12	0					
Variable Variable No af Variable 2018 7 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 Variable Variable	Export							
Variable No Variable No 2018 7 2018 8 2018 8 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 10 2018 7 2018 7 2018 7 2018 7 2018 7 2018 7 2018 9 2018 10 2018 10 2018 10 2018 10 2018 10								
VertMontNo result201872018820189201810201810201812201812Fuetor	anables		Variable					
2018 7 2018 8 2018 10 2018 10 2018 10 2018 12 2018 12 Experimentation of the second of the	Year Mo	1onth No	of Shutdown Days					
2018 8 2018 0 2018 10 2018 11 2018 12 2018 12 Field Field	2018	7						
2018 10 2018 11 2018 12 2018 12 2018 12 2018 12 Fuel Point	2018	8 9		-				
201811201812201812Image: Image:	2018	10						
Zuts I Rest I Year Month I I Month I I I Visit I I I Visit I I I Visit I I I Visit I I I I I	2018	11		_				
Image: I	2018	12						
Fuel Service S	🗴 Export							
Yea Image:	uel							
Yea Mont Istal Gas Mont Mont Mont			Fuel					
Image:	Year Mo	1onth	Natural Gas					
2018 8 2018 9 2018 10 2018 11 2018 11 2018 12	2018	7 m ³	Cost [MYR]					
2018 9 2018 10 2018 11 2018 12	2018	8						
2018 10 2018 11 2018 12 Teth 0	2018	9						
2018 12 Tel: 0 O	2018 1 2018 i	10						
Tatal	2018	12						
	Total	l 0	0					
B Export	Export	:						
Fnormy Saving Massuras (FSM)	norav Savid	ving Moasura	es (ESM)					
	nergy Savii	ning measure	S (LSH)-					

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

A HOMEPAGE	ORTS LAUCHARTS ALLERTS	🜌 O NEW 👻 🚨 TEST.INST 🗸
O Installations Test Installation	2	
DETAILS ELECTRICITY VARIABLES	FUELS PRODUCTS REPORTS GRID OVERVIEW REPORTS TABLE	
Fuels (if applicable) + Create		i 🕨 🛓 Global Search 🔍 🕽
Q 🔷 Fuel 🔷 UOM	♦ Inactive ♦ Created by ♦ Created Date ♦ Modified by ♦ Modified Date	
Natural Gas m ³	0 test.inst 13/09/2018 18:19:4 test.inst 13/09/2018 18:19:4	
3	Fuel × 5 Update Fuel Natural Gas [m ³] Inactive 4	

- 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	A LERTS								🖂 O NEW 🗸	🛎 TEST.INST 👻
C	Instal	ations Te	est Installation											
	ETAILS	ELECTRICITY	VARIABLES	FUELS PRODUC	TS REPORTS (RID OVERVIEW	REPORTS TABLE							
	Fuels (if	applicable)	+ Create								i 🕨	📥 Global S	iearch	C D
	۹	Fuel	O UOM	Inactive	Created by	♦ Created Date	Modified by	Modified Date						
	0 =	Natural Gas	m ³	1	test.inst	13/09/2018 18:19:4 t	test.inst	14/09/2018 11:02:2						
				6										

6. Fuel is now set to inactive

A HOM	PAGE	L INSTA	LLATIONS	🗰 REPOR	ITS I	JUCHARTS	A LERTS									⊠0 NEW → 🔒 TEST.INS	ī•
O Ins	tallat	tions		allation													
DETAI	S	ELECTRICITY	VARI	ABLES	UELS	PRODUCTS	REPORT	S GRID OVERV	IEW REP	ORTS TABLE							
Repo	ort Act	ions C	Create Hi	storical R	eport	Create	Next Repo	rt (07/201	12/20	18)							
	Legend Year 1 2 Legend Draft Year 1 2 Image: Second S																
Ye	Year 1 2 3 4 5 6 7 8 9 10 11 12 2017 01/2017 O 07/2017 O 07/2017 O 07/2017 O Submitted to REEM Submitted to REEM																
20	2017 01/2017 ♀ O7/2017 ♀ Submitted to REEM 2018 01/2018 ♀ 07/2018 ♀ Approved by REEM																
20	2018 01/2018 ♀ Approved by REEM Rejected by REEM Rejected by REEM Submitted to EC																
	7 Submitted by REEM Rejected by REE Rejected by REE Rejected by REE																
	Submitted to EC Rejected by EC																
A	COUNT	r PROD	UCT V/	ARIABLE													
							1	111111 []	wh1								
	Yea	r 1		2	3	4	5	6	7	8	9	10	11	12			
	201	7 1,24	2 1,5	21 1,	241	1,512	1,214	1,242	1,356	1,254	1,236	1,326	1,333	1,566			
	201	8 1,23	2 1,4	24 1,	423	1,235	1,111.11	1,234									
																Logand	
														Gra	oon all	Minimal value	
														Gre	sen	Philina value	
														Yell	low	Average value	
														Re	ed	Maximal value	
														Color g	radient	Proportional in range between minimal, average, and maximal value in the table	
														Average, r	min and ma	ax are calculated for each table individually using only report values.	

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

Edit	Refres	h Dates & Att	trs Delete	2 J Submit to REEM 1	
Report II	D	8	6930		Quick Links
Installati	ion		Test Installati	ion O	Installation: Test Installation 📀
Туре			Report		Reports overview for the installation 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	
				Woming	
				All fields in Veriphies must be entered for easter Teduste	
				All fields in Variables must be entered to sector industry	C) must be entered for sector Industry
				All fields in Frouticts and Specific Energy Consumption (S	v
				All fields in Electricity mast be entered for sector indiad	7
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 AALERTS	⊠O NEW → 🔒 TEST.	ist -
Edit Refresh Dates & A	Attrs Delete I Submit to REEM I		
Report ID Installation Type	6930 Test Installation • I Report	Quick Links Installation: Test Installation O Reports overview for the installati	in 🖸
Start Date Reporting duration [months]	01/07/27 6 Refresh Dates & Attrs *		
Status Comment	Dates can be modified only for historical reports (not Praft 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 0 0 Total 0 0 0	Pending Changes Y	:C) must be entered for sector Ind	stry

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

🕈 HOMEPAGE	I MINSTALLAT	IONS 🗰 REPOR	IS 💷CHART	S 🔺 ALERTS					⊠O NEW →	🛎 test.inst 🗸	^
Export											
Variables										8	Ī.
Year M	1onth No.	Variable of Shutdown Da	VS								
2018	7										
2018	8										
2018	9		_								
2018	10		_								
2018	12		_								
Export											
Energy Sav	ring Measure	s (ESM)								•	Ī
List											
Type D	escription	Investment Co	st [MYR]	Status Comment							
No records	found.										
Summa	ry of Im	plemente	ESM (?)								
Type D	escription	Yearly Saving	[kWh] Ye	arly Savings Cost [MYR]	Return on Investment [Years]	Month Completed	Year Completed	Comment			
No records	found.										
Propose	ed										Ŧ

10. Fuel is now removed from the report.

4.4.5 Reports Table

# HOMEPAG	E l arinstalla	TIONS 🛗 REPO	DRTS Laucharts	ALERTS					🖂 O NEW 👻	🔺 DEMO.INST 👻
G Instal	lations D									
DETAILS	ELECTRICITY	VARIABLES	FUELS PRODU	CTS REPORTS G	RID OVERVIEW REPORTS TABLE					
Reports	Create	Historical Rep	oort Create	Next Report				i	Hereit Global Search	<i>C</i> 5
	la mi i									
Q =	 Hie number 	Installation Nar	me 🗢 Report type	Start Date	C Report duration [I C Reporting period	Comment	Created by		Modified by OModified Date	C Report ID
0 =	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
0 =	demo	Demo Installation	Report	01/07/2018	6 07/2018 - 12/2018			28/09/2017 11:00:1	28/09/2017 11:05:5	221
0 =	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	222
0 =	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
⊙ ≡	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
O E	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 16:15:0	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. Reports Table section contain list of report with its status for the installation.

5. Reports

5.1 Overview

THUMEPAGE MINSTA	LLATIONS III RE	PURIS MUCHA	RIS ALERIS							2 MU NEW	
Reports I									i ₩	🛓 Global Search	<i>2</i> 5
Q 🔷 File number	Installation Name	Report type	Start Date	◇ Report duration [◇ Reporting period	Report Status	Comment	Created by	Created Date	Odd Modified by	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	165
💿 🗏 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
I 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	222
emo	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 11:30:2		28/09/2017 11:33:1	224
💿 🔳 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	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

A HOMEPAG	GE L eins	STALLATIONS 🛛 🛱	REPORTS	S LOUCHARTS	A LERTS				🖾 O NEW 👻 🔺 DEMO.INST 👻												
1 PD	F Form A	PDF Form I	B PE	OF Report																	
Report I	D	1	164																		
Installation Demo Installation O																					
Type Report																					
Start Da	Start Date 01/01/2017		17			Status History															
Reporting duration [months]		n [months] 6	6		Date	Status	User	Comment													
Reportin	Reporting period		01/2017 - 06/2017		23/08/2017 12:42:02	Submitted to REEM	Demo Installation [MAL_INST]	Please verify and approve													
Status		S	Submittee	d to EC	23/08/2017 14:21:33	Approved by REEM	Demo REEM [MAL_REEM]	Ok													
Commen	it				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 Q												
Electrici	ity								8												
Marrie			Account		Account		Account		Account		Account		Account		Account						
Tedi	Monui	123456789 [kWh]	Total [kWh]																	
2017	1	50	00,000	500,000																	
2017	2	57	70,000	570,000																	
2017	3	56	50,000	560,000																	
2017	4	54	40,000	540,000																	
2017	5	55	50,000	550,000																	
2017	6	53	30,000	530,000																	
т	otal	3,250,00	0	3,250,000																	
່ Ixີ Exp	ort																				
Product	s and Spe	cific Energy Co	onsumpt	ion (SEC)					8												
				Product			SEC														

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



2. Form A will be generated.

A HOMEPA	GE L ains	STALLATIONS	REPORT	'S Lulcharts	A LERTS				🖾 O NEW 👻 🔺 DEMOJINST 👻
PD	F Form A	3PDF Form	n B 🛛 Pl	DF Report					
Report I	D		164						
Installation Demo Installation O				stallation 📀					
Type Report									_
Start Date 01/01/2017			017			Status History			
Reporting duration [months]		6		Date	Status	User	Comment		
Reporting 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	it				23/08/2017 14:28:37	Submitted to EC	Demo Installation [MAL_INST]	Report submission for 01/2017 - 06/2017	7
									Quick Links
									Installation: Demo Installation
									Reports overview for the installation Q
Electric	ity								
		Account							
Year	Month	123456789	[kWh]	Total [kWh]					
2017	1		500,000	500,000					
2017	2		570,000	570,000					
2017	3		560,000	560,000					
2017	4		540,000	540,000					
2017	5		550,000	550,000					
2017	6		530,000	530,000					
Т	otal	3,250,	000	3,250,000					
🖈 Exp	ort								
_									
Product	s and Spe	cific Energy (Consumpt	tion (SEC)					Ξ.
				Produc	1		SEC		

3. Click on the PDF Form B button.

<u> </u>	
Suruhanjaya Tenaga	
Energy Commission	
EODM B	
FORME	
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 assess to the respects of the sticute 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 ballef the report in Form A of the Second	
(b) To be bear of the homeoge and been, the actual implementation of efficient	
management of electrical energy improvement measures at the installation for the	
reponed pendo;	
(c) I have evaluated the efficient management of electrical energy performance and	
costs at the installation; and	
(d)	
(any one monitorior desired solution)	
Date: 23/08/2017	
Signed by:	
Name: Dama PEEM	· · · · · · · · · · · · · · · · · · ·
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 for the shows elements.	
* Delete whichever is not applicable.	

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

A HOMEPAG	GE 🔤 IN	STALLATIONS	MREPORTS	S LUICHARTS	A LERTS				🖾 O NEW 👻 🔺 DEMO.INST 👻										
PD	F Form A	PDF For	m B 1 PI	OF Report															
Report I	D		164																
Installation Demo Installation O				stallation 📀															
Type Report																			
Start Date 01/01/2017			17																
Reportin	Reporting duration [months]		6		Date	Status	User	Comment											
Reportin	Reporting period 01		01/2017 - 06/2017		23/08/2017 12:42:02	Submitted to REEM	Demo Installation [MAL_INST]	Please verify and approve											
Status Submitted to EC			23/08/2017 14:21:33	Approved by REEM	Demo REEM [MAL_REEM]	Ok													
Commen	Comment				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	ity								8										
			Account		Account		Account		Account		Account		Account						
Year	Month	12345678	9 [kWh]	Total [kWh]															
2017	1		500,000	500,000															
2017	2		570,000	570,000															
2017	3		560,000	560,000															
2017	4		540,000	540,000															
2017	5		550,000	550,000															
2017	6		530,000	530,000															
Т	otal	3,250,	000	3,250,000															
Exp	ort																		
Product	s and Spe	cific Energy	Consumpt	ion (SEC)															
				Product			SEC												

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

A HOMEPAG	GE 🌆 IN:	STALLATIONS 🕅 R	EPORTS Leechart	S 🔺 ALERTS				🖾 O NEW 👻 🔺 DEMOJINST 👻
PD	F Form A	PDF Form B	PDF Report					
Report I	D	164						
Installat	ion	Der	no Installation 😡					
Туре		Rep	ort					
Start Da	te	01/	01/2017			Status History		
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		Sub	mitted to EC	23/08/2017 14:21:33	Approved by REEM	Demo REEM [MAL_REEM]	Ok	
Commen	it			23/08/2017 14:28:37	Submitted to EC	Demo Installation [MAL_INST]	Report submission for 01/2017 - 06/2017	
								Quick Links
					Report parameter	5	×	Installation: Demo Installation O
								Reports overview for the installation O
					Baseline year:	[Automatic] 2		
Electrici	ity				Regression variables	Regression variables 3		=
		Ac	count		4 Generate report	PDF		
Year	Month	123456789 [kv	Vh] Total [kWi	1			_	
2017		500,	000 500,0 0	0				
2017		570,	000 570,0 0	0				
2017		560,	000 560,0 0	0				
2017		540,	000 540,0 0	0				
2017		550,	000 550,00	0				
2017		530,	000 530,0 0	0				
Т	otal	3,250,000	3,250,00	0				
Exp	ort							
De la terret		-10 F						
Product	s and Spe	cific Energy Cons	umption (SEC)					
			Produ	ct		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 PR	FILE						
Installation Name		Demo Installation Ind 1			- 1		
Address		123 Jalan Kecekapan Tenaga 62100, Putrajaya, Putrajaya			- 1		
Licensee/Supply	Authority						
Licensee/Supply Account Number	Authority	123456789			- 1		
Installation Regi	tration No	ST(TKL)P/S/SGR/XXXXX					
Person(s) in cha Registered Elect Manager (REEL Sector Subsector Electricity tarff c Date of Report	ge Name: Designation. Fax Email: cal Energy Name: Certificate: Telephone: Email: tegory	Ahmad bin Mohamad Electrical Engineer 0.348708500 03-88788500 03-8888637 emisadmin@st.gov.my Demo REEM PTE-1234-5678 azuihilmi_89@yahoo.com Industry Manufacture of Non-Metallic Mineral Prod E2 28/01/2021	ucts				
COMPANY INI	ORMATION				- 1		
Product			UOM	Quantity			
Cement - Colou	d Cement		MT	50,000.000			
Cement - White	Cement		MT	100,000.000			
EFFICIENT EL Demo installation manner possible. Under this policy strengthen qui co	Strives to use onergy manage	IERGY MANAGEMENT POLICY energy in the most efficient, cost-effective, and ement will play a key role in support of our plan ion, and provide customers with the hinhest cu	environmer to maximis	ntally responsible e profitability, ts.			
under mis policy strengthen our co Our efforts to red	npetitive positi ce energy use	ion, and provide customers with the highest qua will also support our commitment to our emplo	lity product yees, the e	ts. nvironment, and	_		

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			

- 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			

- 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				
Baseline:				
Range: All One Year:	-			
4				
2016 2016-2	017 2017 🗘			
5 Resolution: Month Yea	r Year Wrapped			
Chart Type				
Chart Type: Column	ne			
Analysis				
Electricity:	kWh			
CO2 Emission:	COz			
Product:	Quantity			
Specific Energy Consumption:	SEC			
Fuel:	Quantity Cost			
Energy Saving Measures:	ESM			
Regression Mode:	0#			
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.

+ HOMEPAGE Installations Reports Incharts	🔺 ALLER'S 🔤 O NEW 👻 📥 DEMO (NST -									
Chart Configuration	Charts									
Installation Label	Regression by Baseline "2016"									
Selected Installations Count: 1	Electricity Consumption									
X axis										
Baseline: 2016 Range: All One Year: 2017	9 400,000 0 20,000 0 20,000 00									
2017 2017-2017 2017 2										
Resolution: Month Year Year Wrapped	- D'E - STE									
Chart Type	Extended Values									
Chart Type: Column Line	CUSUM									
Analysis	40,000.00									
Electricity:	20000									
CO2 Emission:	40,000.00									
Product: Quantity	-60,000.00									
Consumption: Fuel: Quantity Cost	לימים									
Energy Saving Measures: ESM	Month									
Regression Mode: On	Commutative Spring									
Repression Analysis	Regression Function									
Cement - White Cement [MT]. Cement - *	Function y=0.354 * [Cement - Coloured Cement [MT]] + 0.179 * [Cement - White Cement [MT]] + 344.83 * [Cooling Degree Days] + 225,324.363									
Coloured Cement [MT], Cooling Degree Days	K* 0.97 Adjusted R² 0.171									
Draw regression charts for each individual attribute	i Export									
Draw regression chart	Month 01/2017 02/2017 03/2017 04/2017 05/2017 05/2017									
Tabular Display of Chart Data	Actual S0,000 57,000 56,000 53,000 53,000 53,000									
None Show	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

# HOMEPAG	E L erinst/	ALLATIONS	m REPORTS	LILICHARTS	A LERTS							2 🔊	NEW 👻 🔺 DE	MO.INST -
Installations	with alerts	Lab	els <mark>3</mark> Sub/Secto	or: All							i 🕨	📥 Global Sea	arch	2 5
Q 🗌	C End Of Rep	oorting 🗇 F	leporting Days O 🗇	Mail Sent to	🗇 Mail Not (Yet) Sei <	Reporting Overdue Status	Start of Reporting	Reporting period	File number	Installation Name	Installation Label	Address	City/Municipality	💠 ZIP
	30/06/2017	1	72		Alert: Demo Installa A	Vert	01/01/2017	6	demo 2	Demo Installation 2				

- 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

A HOMEPAGE	L ea INST	ALLATIONS	🛍 REPORTS	LULCHARTS	A ALERTS	3	
Threads							
New Three	ead <mark>1</mark>	Show A	Archived			Check	for New
New Thr	ead						
Subject		2					
Recipients		3					
Create	4						
	Su	oject		Last Mes	sage	New	Archived
No records	tound.						

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

希 HOMEPAGE MINSTALLATIONS 🏥 REPORTS MICHARTS 🕰 ALERTS 🌌 D NEW 🗸 🏝 DEMOJINST 🗸											
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 [Installation]									
		23/08/2017 17:36:26 Follow									
Create		up									
Subject	Last Message New Archived	Demo Installation									
Demo Messages	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 🕍 INSTALLATIONS 🏥 REPORTS 🔟 CHARTS 🛆 ALERTS 🌑 O NEW - 🔺 DEMOJINST -											
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] 23/08/2017 17:36:26								
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:

Energy Efficiency and Conservation Department Suruhanjaya Tenaga (Energy Commission) No. 12, Jalan Tun Hussein Precinct 2, 62100, Putrajaya.

Tel No: 03-8870 8680/8693/8762

