

# Summary of supporting information for NIRHI Applicants

## Overview:

- This document provides a summary of some of the **documents** (Sections A-B) and **information** (Section C) which may be required for those wishing to participate in the Northern Ireland Renewable Heat Incentive scheme (NIRHI). Section D also stipulates information that applicants should provide in the section of the application which requests “**Other Information**” (at question **HK120**).
- Ofgem may require such documents and information at the point of application. Listed documents may also be required at a later date, as partial fulfilment of the ongoing obligations of NIRHI participants.
- This document is intended to supplement the full DETI Guidance Documents available on their website.

## A. Documents required from all applicants

### In order to open an account on the online RHI Register:

- A.1** Proof that the bank account provided is held in the name of the organisation/company (e.g. photocopy of a bank statement which shows the account name, address, sort code and account number with financial information blackened out).

### In order to apply for accreditation:

- A.2** Evidence of consent from the organisation to apply for the NIRHI.
- A.3** For each plant, evidence showing installer details, date of installation, and serial number. This could be any one (or a combination) of the following:
- Receipts and/or invoices relating to the installation of the equipment.
  - Commissioning certificate.
  - Commissioning report.
  - Photograph of the installation clearly showing the serial number of the equipment.
- A.4** Evidence of non-single domestic status (e.g. multiple domestic rate bills, business rates bill, letter of exemption from local council).

- A.5** Documents such as offer letters relating to grants paid in respect to the installation, and any documentary evidence of grants surrendered or repaid in full.

- A.6** For each model of meter, a copy of the manufacturer's certification or equivalent that the meter meets the Class 2 standard and requirements as set out in the Guidance.

- A.7** A schematic diagram meeting the requirements as set out in the Guidance. This must include the following:

- All plants providing heat to the heating system, whether eligible or ineligible.
- All uses supplied with heat from the heating system, both eligible and ineligible.
- The pipework connections between all plants and heat uses.
- An indication of building boundaries and names/types.
- The positions of relevant hot water and steam meters and their associated components.

This is likely to require a key to allow the schematic to be fully and easily understood.

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## B. Documents required based on technology type and size

### Installations below 45kWth (solar thermal, heat pumps, solid biomass):

B.1 MCS or equivalent certificate

### Installations of 46 - 999kWth with 'simple' metering:

B.2 If these conditions apply, please supply suitable evidence to confirm the installation exists. For example, submission of scanned purchase invoices/orders, commissioning reports/certificates or similar evidence which contains relevant details regarding the application.

### Heat pumps:

B.3 Evidence e.g. a copy of the manufacturer's technical specification for the heat pump unit to support declaration of the heat pump's COP.

### Where a Fuel Measurement and Sampling Questionnaire (FMSQ) is required:

B.4 A completed Fuel Measurement and Sampling Questionnaire.

### Where an Independent Report on Metering Arrangements is required (as specified in the Guidance):

B.5 A completed Independent Report on Metering Arrangements.

### Biomethane producers:

B.6 Biomethane producers are advised to contact Ofgem to discuss what documentation will be required prior to applying for registration.

## C. Summary of information required

### In order to open an account on the online RHI Register:

- C.1 Details to open an NIRHI account.
- C.2 Details for an applicant to be set up as authorised signatory.
- C.3 Bank details and information to verify identity.

### In order to apply for accreditation:

- C.4 Ownership of the installation.
- C.5 General details about the installation.
- C.6 Information on any certification schemes pertaining to equipment and installer.
- C.7 Details of grants received or repaid.
- C.8 Uses of heat from the installation.

- C.9 Information on the Standard Industrial Classification (SIC) code.
- C.10 Meters and metering arrangements.
- C.11 Details of all heat generating plants connected to this heating system.
- C.12 Information on non NIRHI accredited heat generating plants that are being replaced by this heating system.
- C.13 Information where an installation is exporting heat off-site or is an Energy Services Company (ESCO).
- C.14 Costs associated with the installation.

## D. Summary of 'further information' required during application

Where indicated during the online review process, under question "HK120". [Question text: "Please provide a brief description of your installation, including the make & model of the main components. For further details of the information that should be included here, please refer to the guidance."]

### All Installations

D.1 If you have had prior interactions with Ofgem regarding this installation, please provide any supplementary information as requested by Ofgem.

### Heat Pumps

D.2 Please state the design conditions for the heat pump installation (both source and sink temperatures in °C). Ofgem require these to verify the Coefficient of Performance (COP) figure stated in your application.

### Solar Thermal

D.3 Please provide a description of how the panels are mounted, the number of panels and their individual capacities.

### Geothermal

D.4 Please provide the number and length of injection and production wells, extraction technology, geothermal source type and details of any civil works undertaken.

### Solid Biomass

- D.5 If your boiler has a capacity less than  $\leq 45\text{kWth}$ , please provide the test standard(s) against which the boiler was tested as detailed within Chapter Five of the DETI NIRHI Guidance document.
- D.6 If boiler is over 45kW, please provide details of the evidence that you have that demonstrates that the boiler meets the solid biomass as "primary fuel source" requirement.