

ALL RENEWABLES & CHP  
REGISTER USERS CLAIMING CHP  
LECs DURING 2011/12

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*Promoting choice and value for  
all gas and electricity customers*

Direct Dial: 020 7901 7310  
Email: Renewable@ofgem.gov.uk

Date: 24 May 2012

Dear Operator,

### **CHP LEC RECONCILIATION 2012**

The 2012 reconciliation process will take place soon after 1 July 2012 following receipt of the new CHPQA certificate details directly from CHPQA (the accreditation body). This letter is a brief summary of what reconciliation is and highlights any actions you might need to take before reconciliation begins. **If you are not claiming CHP LECs please ignore the content of this letter.**

#### What is reconciliation?

CHP LECs are issued to individual generating stations based on monthly output data<sup>1</sup> submitted within two months following the month of generation deadline (as published in the certificate issue schedule) and the QPO/TPO ratio of the station. CHPQA assesses a stations QPO/TPO ratio annually. Where a station's QPO/TPO ratio has changed or where monthly output data was submitted late or has been amended, the number of CHP LECs issued during the previous year will be wrong.

To rectify this, reconciliation is performed annually to assess the correct number of CHP LECs to issue based on the new QPO/TPO ratio and the correct output data for a station. **Therefore, if you would like any late or amended data taken into account when reconciliation is performed please complete the form in Annex 1 to this letter and return it to the contact details above before 30 June 2012.** Please also make sure that all changes requested are reflected within your account on the Renewables & CHP Register.

If the number of CHP LECs issued during the reconciliation span (1 January 2011 to 31 March 2012, or 1 January 2011 to the day your CHPQA certificate was revoked) needs to be corrected you shall be contacted directly. If reconciliation finds that an insufficient or excessive number of CHP LECs were issued, the difference will be corrected. Additional CHP LECs will be issued or CHP LECs already issued will be withheld on future GQCHP electricity generated via the Renewables and CHP Register. The *Climate Change Levy exemption for CHP: Guidance for exporting 'good-quality' CHP generators and suppliers* published on the Ofgem website, [www.ofgem.gov.uk](http://www.ofgem.gov.uk) provides further information on how reconciliation is performed.

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<sup>1</sup> Please note an electrical equivalent of motive power is not an eligible output for CHP LECs. CHP LECs may only be claimed for good-quality CHP electricity generation where at least some of the electricity is exported from site. If no export meter and connection to the grid is in place CHP LECs should not be claimed. Please refer to HMRC Briefing Note 22/11, <http://www.hmrc.gov.uk/briefs/excise-duty/brief2211.htm>.

## Consumption & Information Declarations

Please ensure that you sign the appropriate 2012/13 Consumption Declaration (i.e. fully efficient or partially efficient) and Information Declaration for your station(s) via the Renewables & CHP Register [www.renewablesandchp.ofgem.gov.uk](http://www.renewablesandchp.ofgem.gov.uk). You will note that for each station there is both a fully and a partially efficient Consumption Declaration available to sign. Please only sign the appropriate declaration according to your CHPQA certificate. As soon as we receive the 2012/13 CHPQA certificate details the incorrect Consumption Declaration for your station(s) will be removed. **Please note, if the declarations are not submitted online CHP LECs will not be issued.**

## April 2012 CHP LEC Issue

April 2012 and subsequent months CHP LECs will be issued shortly after reconciliation is complete. The reconciliation calculations will be performed as quickly as possible but please bear with us during this period.

If you wish to discuss the content of this letter or reconciliation generally please do so on the contact details at the top of this letter.

Yours sincerely,

Rebecca Toner  
Manager CCL & REGO

**CHP LEC RECONCILIATION 2012 – OUTPUT AMENDMENT REQUEST**

N.B. Please complete and submit a separate form for each station

Name of generating station:

CHPQA scheme reference number:

Organisation name:

Contact name:

Contact email address:

Contact telephone number:

<b>Month/Year</b>	<b>Original output data submitted (kWh)*</b>	<b>Amended output data submitted (kWh)**</b>	<b>Reason for amendment request***</b>
January 2011			
February 2011			
March 2011			
April 2011			
May 2011			
June 2011			
July 2011			
August 2011			
September 2011			
October 2011			
November 2011			
December 2011			
January 2012			
February 2012			
March 2012			

\* This data can be viewed from your Renewables & CHP Register account within 'View Output History' of the 'Output Data' section for each relevant station

\*\* As well as completing this form so the changes to output data for your station are captured within the annual reconciliation round please also enter the late/amended output data into the Renewables & CHP Register to ensure your account is fully up to date

\*\*\* Please ensure you hold evidence of meter reads to support output data for the period 1 January 2011 to 31 March 2012 in case this information is required to support data used for reconciliation