**Smart Export Guarantee Anaerobic Digestion Fuel Measurement and Sampling Questionnaire**

Before you complete this document, please read the following:

* SEG: How to complete your anaerobic digestion (AD) Fuel Measurement and Sampling (FMS) questionnaire guidance note
* [Smart Export Guarantee: Guidance on sustainability and reporting requirements](https://www.ofgem.gov.uk/publications-and-updates/guidance-anaerobic-digestion-generators-seg-sustainability-criteria-and-reporting-requirements)

In order to comply with the sustainability and reporting requirements under the Smart Export Guarantee (SEG) you must submit this document and we must agree to the contents.

Once agreed, you should continue to follow the procedures described in your FMS questionnaire to ensure the accuracy of your quarterly and annual declarations. If any changes are made onsite that affects the agreed procedures, you must inform us as soon as possible and submit an amended FMS questionnaire.

Before submitting the FMS questionnaire, please review your answers and ensure you have provided a suitable level of detail for all questions.

Please submit this document and any amended versions to Ofgem’s Fuelling & Sustainability team, to FuellingandSustainability@Ofgem.gov.uk.

## Declaration

I can confirm that all the information provided is accurate and reliable, to the best of my knowledge and belief.

I am aware that I need to notify Ofgem where any of the procedures detailed in this document and/or the feedstock/fuels change.

Signed by SEG generator[[1]](#footnote-1): Date:



**Section A – Installation information**

This section gathers general information on your generating station and the fuels and feedstock that relate to these procedures.

**A1.** Check the box to confirm that you have read our [guidance note](https://www.ofgem.gov.uk/publications-and-updates/anaerobic-digestion-ad-fuel-measurement-and-sampling-fms-questionnaire-and-guidance-note-0) on how to complete your AD FMS questionnaire

 [ ]

**A2.** Export MPAN for the installation



**A3.** Fuel(s) used for electricity generation e.g. biogas



**A4.** List of feedstock(s) used to produce the fuel(s)



## Section B – Version history

This section should only be completed for any revisions made **after the initial approval of procedures** has been given by Ofgem.

**B1.** Indicate the version number of these FMS procedures N.B. Version 0 relates to the first FMS questionnaire and procedures discussed with Ofgem.

 ***Version Number***

**B2.** State the purpose of this latest revision and indicate the changes made (making reference to specific questions e.g. D3)



## Section C – Fuel classification

We recommend you read chapter 3 of our SEG: Guidance on sustainability criteria and reporting requirements and Fuel Classification Flow Diagram to help you answer questions **C1** and **C2**.

**C1.** Do you consider any of the feedstock(s) stated in A6 to be wastes or residues? (See Chapter 3 of the Sustainability Guidance for further information)

Choose an item

If you have answered ‘Yes’ to C1 please answer C2.

**C2.** Are the feedstock(s) that you consider to be wastes or residues already identified in Appendix 2 of the guidance?

 Choose an item

If you have answered **‘No’** to **C1 or C2**, a member of the team will be in touch to discuss the classification.

## Section D – Consignment assessment and tracking sustainability information

For more information about the following sections, please refer to our [guidance note](https://www.ofgem.gov.uk/publications-and-updates/anaerobic-digestion-ad-fuel-measurement-and-sampling-fms-questionnaire-and-guidance-note-0) on how to complete your AD FMS questionnaire.

Consignment Assessment

Questions **D1 – D5** help determine whether each feedstock specified in **A4** represents single or multiple consignments with different sustainability characteristics.

**D1.** With reference to the sustainability characteristics listed in Chapter 4 of the SEG: Guidance on sustainability criteria and reporting requirements:

* + Group the feedstock listed in **A4** into consignments,
	+ Provide names for these feedstock consignments.

A member of the team will be in touch to discuss these assessments with you.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and source** | **Country of origin** | **Fuel classification** | **Feedstock type** |
| e.g Miscanthus, own farm | e.g. UK | e.g. product | e.g. energy crop (grass) |
|       |       | Choose an item |       |
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**D2.** Are the feedstock(s) mixed in the supply chain/before arriving at the generating station? Choose an item

**D3.** If you answered **‘Yes’** to **D2**, which of the feedstock, listed in **A4**, are mixed in the supply chain/before arriving at the generating station?



**D4.** Are the feedstock(s) mixed at the generating station prior to anaerobic digestion?

 Choose an item

**D5.** If you answered **‘Yes’** to **D4**, which of the feedstock(s), listed in **A4**, are mixed at the generating station?



If there is only one feedstock consignment used at the generating station, go to **Section H**.

If morethan one feedstock consignment is used at the generating station, and you have answered **“No”** to **D2** and **D4**, go to **section E**.

Tracking Sustainability Information

Questions **D6** and **D7** gather information on how you will determine the quantity of each feedstock consignment used at the generating station where consignments are mixed.

**D6.** Which type of mass balance system do you use to determine the quantity of each feedstock consignment used at the generating station?

***Choose Item***

**D7.** Explain how you will use a mass-balance system, including:

* + where in the supply chain and/or generating station the method will be used,
	+ which feedstock consignments it will apply to,
	+ how you will use the system to determine the quantity of each feedstock consignment used in a quarter.



## Section E – Determining the quantity of feedstock used

**E1.** How do you determine the quantity of each feedstock consignment fed to the digester in a period? Refer to the locations where measurements are taken and any equipment that is used.



**E2.** State the accuracy of any equipment used for quantity measurements – this should be expressed as a percentage of the unit of measure such as +/- 1.5%. Make reference to any steps you are taking to ensure ongoing accuracy, for example calibration undertaken on a period basis with reference to a relevant technical standard if applicable.



**E3.** If any feedstock is carried over in storage from one period to the next, how will this quantity be accounted for?



## Section F – Apportioning the biogas according to the feedstock used

**F1.** How will you apportion the biogas according to the feedstock used?

Choose an item

If you have answered ‘[Ofgem’s Biogas Apportioning Tool](https://www.ofgem.gov.uk/publications-and-updates/non-domestic-rhi-and-fit-biogas-and-biomethane-apportioning-tool)’, then answer question **F2**. If you have answered ‘Direct measurement and sampling of the feedstock’ or ‘Other’, then answer **F3.**

**F2.** If you intend to overwrite the default data in the apportioning tool, then explain how you have derived this data and to which feedstock it applies.



**F3.** Describe the method you use to apportion the biogas according to the feedstock used.



## Section G – Determining the volume of biogas used

**G1.** State how you will measure the volume of the biogas combusted each quarter. You should include details of the apparatus used to take the measurement, the location of where the measurement is taken and the unit of measurement. Also give details on the accuracy of measurement.



**Section H – Determining the GCV of the biogas**

For more information about this section, please refer to our guidance note on how to complete your AD FMS questionnaire.

**H1.** State which method you will be using to determine the GCV of the biogas used.

Choose an item

**H2.** Explain why this is an appropriate method to determine the GCV of the biogas used.



## Section I – Additional Information

Use this space to include any other details you feel are relevant to your FMS questionnaire. If you are using the answer space to expand on any of the answers provided above, make clear reference to the question you are answering by including the question number at the start of your response, for example **D3.** Additional supporting documents may be provided but should also be clearly referenced in the question you are answering.



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1. “SEG Generator” means a person—

(a) entitled to seek payment in respect of an Eligible Installation from a SEG Licensee and

(b) who has accepted the SEG Licensee’s offer of an Export Tariff offered in accordance with the SEG arrangements. [↑](#footnote-ref-1)