

CLIMATE CHANGE AGREEMENT (CCA) APPLICATION PROCESS

DOCUMENTATION

Provide the necessary documentation including among others a Manufacturers Process Description, An annotated site plan and a process flow map.

1

70/30 ANALYSIS

Calculate the percentage of energy used in the eligible production areas for a recent period.

2

ENERGY

Calculate the kWh's of energy used in the site split between different fuels for the calendar year 2018.

3

SUBSTRATE

Calculate the square metres of substrate that goes into the presses for the calendar year 2018.

4

REVIEW AND SUBMISSION

Email all the documents to BPIF for review and submission.

5

CLIMATE CHANGE AGREEMENT

Environment Agency sends out Climate Change Agreement to the Responsible person by email.

6

FILL

Site fills in PPI0 and PPII for each fuel on the HMRC website.

7

SEND

Site sends off PPI0 to HMRC and the PPII to the supplier.

8

CHECK DISCOUNT

Site checks that the next bill includes the correct discount.

9

TARGET SPREADSHEET

BPIF sends out target spreadsheet to site to use to monitor performance against targets and to report data.

10