Republic of the Philippines
DEPARTMENT OF ENERGY

DEPARTMENT ORDER NO. DO2021-09-0014

GUIDELINES ON ENERGY EFFICIENCY EXCELLENCE AWARDS

WHEREAS, the Department of Energy (DOE) is the agency mandated under Republic Act No. (RA) 7638 or the "Department of Energy Act of 1992" to prepare, integrate, coordinate, supervise and control all plans, programs, projects and activities of the Government relative to energy exploration, development, utilization, distribution and conservation;

WHEREAS, the DOE is further mandated by RA 11285, or the "Energy Efficiency and Conservation (EEC) Act," to institutionalized energy efficiency and conservation as a national way of life geared towards the efficient and judicious utilization of energy by formulating, developing, and implementing energy efficient and conservation plans and programs to secure sufficiency and stability of energy supply in the country to cushion the impact of high prices of imported fuels to local markets and protect the environment in support of the economic and social development goals of the country;

WHEREAS, Section 3 of the EEC Act established a framework for introducing and institutionalizing fundamental policies on energy efficiency and conservation, including the promotion of efficient and judicious utilization of energy, increase in the utilization of energy efficiency and renewable energy technologies, and the delineation of responsibilities among various government agencies and private entities;

WHEREAS, Section 4 (c) of the EEC Act defined Designated Establishments (DEs) as private or public entity in the commercial, industrial, transport, power, agriculture, public works, and other sectors identified as energy intensive industries based on their annual energy consumption in the previous year or an equivalent annual index;

WHEREAS, Section 19 and Section 22 of the EEC Act classified Designated Establishments (DEs) as follows:

(a) Type 1 DEs are those with an annual energy consumption of 500,000 kilowatt-hours (kWh) to 4,000,000 kWh for the previous year;

(b) Type 2 DEs are those with an annual energy consumption of more than 4,000,000 kWh for the previous year, and

(c) Other DEs are those with an annual energy consumption of 100,000 kWh but less than 500,000 kWh for the previous year

WHEREAS, Section 9 of the EEC Act created the Inter-Agency Energy Efficiency and Conservation Committee (IAEECC) to provide strategic direction in the implementation of the Government Energy Management Program (GEMP);

WHEREAS, Section 26 of the EEC Act declared non-fiscal incentives of establishments that will implement or are implementing energy efficiency projects and shall be entitled to the following:

(a) Provision of awards and recognition for innovations in energy efficiency and conservation best practices, and successful energy efficiency projects and energy efficient products; and

(b) Provision of technical assistance from government agencies in the development and promotion of energy efficient technologies;

WHEREAS, DOE Department Circular No. (DC) DC2020-09-0018 provided for the Guidelines in the Administration, Classification, and Certification of Energy Service Company (ESCO) to enhance professionalism, credibility, and quality of service;

WHEREAS, DOE DC2020-12-0026 adopted the Guidelines on Energy Conserving Design of Buildings to provide energy efficiency guidance in the design and construction of buildings in the Philippines;

WHEREAS, DOE DC2020-06-0014 and its implementing guidelines, prescribed the implementation of Minimum Energy Performance for Products (MEPP) covered by Philippine Energy Labeling Program (PELP) for the empowerment of consumers in choosing energy efficient products;

WHEREAS, DOE DC2021-01-0001 provided for the Guidelines for the Qualifications, Assessment, Registration, and Certification of Certified Energy Conservation Officer (CECO), Certified Energy Manager (CEM) and Certified Energy Auditor (CEA) towards raising the professional standards of the Energy Efficiency practitioners; and

WHEREAS, there is a need to provide for the guidelines for the institutionalization of Energy Efficiency Excellence (EEE) Awards.

NOW, THEREFORE, for and in consideration of the foregoing premises and pursuant to its mandate under the EEC Act, the DOE hereby orders the following:

Section 1. Title. This Department Order shall be known as the "Guidelines on the EEE Awards."

Section 2. Scope and Coverage. This Department Order shall govern the implementation of the Energy Efficiency Excellence Awards, including its operationalization, administration, and budgeting.

Section 3. Purpose. This Department Order is issued to prescribe the guidelines, including the categories and criteria for qualifications, processes and procedures, and timelines on the implementation of the EEE Award. Further, this Department Order aims to provide the following:

a. Establishment of the awards categories under commercial buildings, industrial and transport, outstanding individual / groups, government offices, energy service providers, and other special awards for energy efficiency excellence;

b. Procedure on application, including selection process, and establishment of pre-qualification criteria

c. Composition of the EEE Awards Selection and Validation Committees, including roles and functions, and

d. Logistical and administrative arrangements of the EEE Award.

Section 4. Objectives. The EEE Awards aims to:

a. Promote energy management system and best practices on energy efficiency in all designated establishments including local and government facilities;

b. Adopt innovative energy management approaches into policies, guidelines, and practices;

c. Motivate industries in implementing energy management practices to enhance business growth;

d. Acknowledge demonstrated best practices in industries; and

e. Promote renewable energy and energy efficient technologies in Designated Establishments.

Section 5. Awards Categories and Recognition. The following are the awards to be given:

Category		Sub-Category	Definition	Number of Awards
1	EEE Awards on Energy Management for Industries and Buildings	Energy Management for Small and Medium Buildings	Buildings with Annual Energy Consumption of at least 100,000 kWh to 4,000,000 kWh or Gross Floor Area from 3,000 to 5,000 SQM	3
		Energy Management for Large Buildings	Buildings with Annual Energy Consumption of more than 4,000,000 kWh or Gross Floor Area above 5,000 SQM	3
		Energy Management for Small and Medium Industry	Industry with Total Energy Consumption for ≤ 30 million MJ/year or ≤ 8.3 million kWh/year	3
		Energy Management for Large Industry	Industry with Total Energy Consumption for > 30 million MJ/year or >8.3 million kWh/year	3
		Green Building (Small and Medium)	Gross floor area of 3,000 to 5,000 square meters excluding carpark area	3
		Green Building (Large)	Gross floor area of more than 5,000 square meters	3
		New and Existing Building	Open to Buildings with an energy consumption of more than 100,000 kWh/year and Building must be not more than 5 years old	3
		Tropical Building	Open to Buildings with an energy consumption of more than 100,000 kWh/year, air-conditioning	3

Category		Sub-Category	Definition	Number of Awards
			of less than fifty (50) percent of total gross floor area (GFA), giving high emphasis on effective use of passive design and tot less than GFA 500 square meters excluding car park area	
		Retrofitted Building	Open to Buildings with an energy consumption of more than 100,000 kWh/year and building where major changes and improvements have already been introduced to improve energy efficiency and the age of the building must be at least five (5) years old	3
2	EEE Awards for Outstanding Individual / Groups	Energy Service Company	Recognized or appointed individual / group as energy manager that is responsible for the successful reduction in energy consumption in the company	1
		Certified Energy Conservation Officer (CECO)		1
		Certified Energy Manager (CEM)		1
		Certified Energy Auditor (CEA)		1
3	EEE Awards for Government	National Government Agencies (NGA)	NGA / SUC / GOCC / LGUs that considerably improved its energy performance by at least 1.0% in its Specific Energy Consumption (SEC) based on its baseline year and supported by energy efficiency and conservation programs A citation is also given to their Energy Conservation Officer/s in the office's organization	3
		State Universities and Colleges (SUC)		3
		Government-Owned and/or Controlled Corporations (GOCC)		3
		Local Government Units (LGU)		3

Category		Sub-Category	Definition	Number of Awards
4	Special Awards for EEE	Innovative use of technology (including R&D projects)	Technological advances to increase energy efficiency with clear measurement of less energy in performing same operations or tasks	1
		EE Projects Implemented and Other Best Practices	Energy Efficient Project or Practices with defined actions aiming to reduce energy consumption	1
TOTAL AWARDS				45

The EEE Awards Selection Committee organized under Section 7 of this Department Order may recommend for the addition or reduction of EEE Awards given for a particular year subject to the approval of the DOE Secretary.

The IAECC may recommend awards to support the implementation of the GEMP.

Section 6. Non-Fiscal Incentives. The EUMB shall align specific items of the National Energy Efficiency and Conservation Program (NEECP) to further strengthen and promote energy efficiency and conservation in the commercial, industrial, residential, transport, agricultural, and power industry sectors for the winners of the EEE Awards.

Section 7. Application and Selection Process. All designated establishment with Annual Energy Consumption of more than 100,000 kwh, NGA, including SUCs, GOCCs, LGUs and energy managers shall be eligible to participate in the EEE Award. The coverage of award shall be the current fiscal year.

Applicants for the EEE Awards for Industries and Buildings must have been operational for three (3) years, including the current fiscal year.

Applicants for EEE Awards for Government should have a 2015 baseline data for the complete assessment of its total Energy Savings and compliant to the GEMP.

a. **Self-Assessment**. Prior to the actual assessment, an applicant shall conduct an appraisal based on their current systems using prescribed Assessment Tool, ***Annex***.

   The applicant shall accomplish and submit the Assessment Tool, together with the required Entry Form.

b. **Call for Entries**. The Selection Committee shall issue an advisory on the commencement of the EEE Award, through various outlets such as DOE website, Facebook and other social media platforms, and newspaper.

   In coordination with other government and non-government agencies, dissemination of the Call for Entries may be probable.

   All applicants shall register online to the link provided in the Call for Entries' advisory.

c. **Preliminary Submission**. The self-assessment tool shall be submitted to the validation committee for preliminary screening along with the entry form.

d. **Preliminary Screening**. For a company to be included in the selection process, a preliminary screening shall be conducted by the validation team to ensure completeness and correctness of the submitted documents.

e. **Notification**. After the conduct of pre-liminary screening, a notification shall be sent to the candidates on each category.

f. **Submission**. In the notification, the candidates will be asked to submit additional documents for evaluation.

g. **Desk Evaluation / Field Validation**. The secondary data reviews will be conducted through desk evaluation and / or field validation, if necessary. Using the score cards / evaluation criteria set forth by the EEE Awards Selection Committee. The applicant will be rated by on the weighted distribution of the score cards.

h. **Final Deliberation of the Awardees**. The EEE Awards Selection Committee will review and deliberate the result of desk evaluation / field validation. Upon consensus of the EEE Awards Selection Committee, the awardees will be selected to be recommended to the DOE Secretary.

Section 8. EEE Awards Selection and Validation Committees. To ensure the smooth, effective, and timely implementation of the activities of this Department Order, the following Committees are organized:

a. **EEE Awards Selection Committee**. The committee shall be composed of the following:

Chairperson	:	Undersecretary Supervising the Energy Utilization and Management Bureau (EUMB) or his / her designated representative
Vice-Chairperson	:	Assistant Secretary Supervising the EUMB
Members	:	EUMB Director ESCO Representative EE Practitioner Representative
Secretariat	:	EUMB Office of the Director

In the absence of the Chairperson, the Vice-Chairperson may preside over meetings. Quorum to conduct business is through majority of the members of the committee.

EUMB shall coordinate with the ESCO and EE Practitioners for their nominees in the committee.

b. **EEE Awards Validation Committee**. The committee shall be composed of the following:

Head	:	Assistant Director, EUMB
Members	:	Division Chiefs and designated staffs, EUM
Secretariat	:	EUMB – EPMPD

c. **Roles and Functions of the EEE Awards Committees**. The following shall be the roles and functions of the various EEE Awards Committees:

a. EEE Awards Selection Committee

i. Oversee the implementation and monitoring of activities of this Department Order;

ii. Provide general direction of the EEE Award including non-fiscal incentives provided under Section 6 of this Department Order;

iii. Recommend the approval of the awardees to the DOE Secretary and/or IAEECC for EEE Awards for Government; and

iv. Approve the evaluation criteria and its weighted distribution.

b. EEE Awards Validation Committee

i. Evaluate applicants;

ii. If necessary, conduct field validation for all categories;

iii. Prepare validation reports and citations of nominees for all categories;

iv. Recommend awardees to the EEE Selection Committee;

v. Coordinate activities for the implementation of the assessment and awards mechanism;

vi. Lead the improvements of guidelines, assessment / score cards; and

vii. Submit all relevant reportorial requirements, as may be required.

Section 9. Schedule of Activities. The following are the schedule of activities:

Activity	**Target Implementation Dates**
Call for Entries	August
Submission	August – September
Desk Evaluation / Field Validation	October
Final Deliberation of the Awardees	November
• *Validation Committee Deliberation*	
• *Joint Selection and Validation Committees Deliberation*	
Notification of Awardees	November
Awarding Ceremony	December

Section 10. Assessment Criteria. EUMB through its implementing arm, shall develop assessment criteria, score cards, to be used by the EEE Awards Selection and Validation Committees.

Section 11. Awarding. An applicant that qualifies and passes all assessment areas provided in Section 7 of this Department Order, subject to the recommendation of the EEE Awards Selection Committee, shall be conferred the EEE Awards.

EUMB shall be responsible in the preparation of, including financial, administrative, logistical, and other related amenities related to the completion of the awarding ceremonies.

The date of the awarding shall be strictly coincided with the celebration of the National Energy Consciousness Month (NECM) and subject to the availability of the concerned officials. Awardees shall be notified two (2) weeks prior to the awarding ceremony.

Section 12. Redress Mechanism. Any grievance should be made in writing by the interested party within fifteen (15) days after the official announcement of results citing the grounds of their complaint or appeal.

The EEE Awards Selection Committee shall address any receipt grievance, complaint and appeal arising from the evaluation and validation of the submissions within seven (7) working days.

Section 13. Funding. The budgetary requirement to cover activities of the EEE Award shall be sourced from the General Appropriation Act (GAA) subject to the usual planning, budgeting, accounting, and auditing rules and regulations.

The members of EEE Awards Selection and Validation Committees shall be entitled to necessary funding support for the logistics including appropriate allowances, uniform, hazard fee, fares, board and lodging and personal insurance as allowed under existing government rules and regulations and other necessary contingency items.

Section 14. Repealing Clause. Nothing in this Department Order shall be construed as to amend, supersede, or repeal any of the mechanism or institutions already existing or responsibilities already allocated and provided for under any existing law, rule, or contract.

Section 15. Separability Clause. If for any reason, any section or provision of this Circular is declared unconstitutional or invalid, the other parts or provision hereof which are not affected thereby shall continue to be in full force and effect.

Section 16. Effectivity. This Department Order shall take immediately.

Issued at Energy Center, Rizal Drive, Bonifacio Global City, Taguig City.

ALFONSO G. CUSI
Secretary

SEP 15 2021

Republic of the Philippines
DEPARTMENT OF ENERGY
IN REPLYING PLS. CITE:
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ANNEX

SELF-ASSESSMENT TOOL

Energy Efficiency Excellence Awards for Industries and Buildings

- Features:
  - Impact (environmental and economic effect)
  - Sustainability
  - Replicability
  - Originality
- Energy Efficiency Index of Occupied Air-conditioned Area:
- Temperature and Other Settings: Not less than 21 C but not more than 26 C:
- Management Practices
- Total energy saving:
- At least 3 full year of operation:
- Categories:
  - Energy Management for Small and Medium Buildings - Buildings with Annual Energy Consumption of at least 100,000 kWh to 4,000,000 kWh or Gross Floor Area from 3,000 to 5,000 SQM
  - Energy Management for Large Buildings - Buildings with Annual Energy Consumption of more than 4,000,000 kWh or Gross Floor Area above 5,000 SQM
  - Energy Management for Small and Medium Industry - Industry with Total Energy Consumption for ≤ 30 million MJ/year or ≤ 8.3 million kWh/year
  - Energy Management for Large Industry - Industry with Total Energy Consumption for > 30 million MJ/year or >8.3 million kWh/year
  - New and Existing Building - Open to Buildings with an energy consumption of more than 100,000 kWh/year and Building must be not more than 5 years old
  - Tropical Building - Open to Buildings with an energy consumption of more than 100,000 kWh/year, air-conditioning of less than fifty (50) percent of total gross floor area (GFA), giving high emphasis on effective use of passive design and tot less than GFA 500 square meters excluding car park area
  - Retrofitted Building - Open to Buildings with an energy consumption of more than 100,000 kWh/year and building where major changes and improvements have already been introduced to improve energy efficiency and the age of the building must be at least five (5) years old.

Green Building

- Features:
  - Energy efficiency (Passive and Active Design)
  - Renewable energy
  - Water efficiency
  - Environmental sustainability
  - Indoor environmental quality
  - Operation and Maintenance
  - Other green features
- Energy Efficiency Index of Occupied Air-conditioned Area:
- Temperature and Other Settings: Not less than 21 C but not more than 26 C:
- Lighting Load:
- Total energy saving:
- At least 3 full year of operation:
- Categories:
  - Green Building (Small and Medium) - Gross floor area of 3,000 to 5,000 square meters excluding carpark area
  - Green Building (Large) - Gross floor area of more than 5,000 square meters

SELF-ASSESSMENT TOOL

Energy Efficiency Excellence Awards for Outstanding Individual / Groups

Certified Energy Conservation Officer

- ☐ At least one (1) year of working experience on handling Type 1 Designated Establishments
- ☐ Certified ECO with proof of training
- ☐ Accomplished outstanding projects/measures on the Designated Establishment that is being handled
- ☐ Complied and submitted the necessary reports for Designated Establishments to DOE on time
- ☐ Energy Reduction in the Designated Establishment (in kWh, savings, and percentage)
- ☐ Endorsement and nomination by the head of office/company president

Certified Energy Managers

- ☐ At least two (2) years of working experience on handling Type 2 Designated Establishments
- ☐ Certified EM with proof of training
- ☐ Accomplished outstanding projects/measures on the Designated Establishment that is being handled
- ☐ Complied and submitted the necessary reports for Designated Establishments to DOE on time
- ☐ Energy Reduction in the Designated Establishment (in kWh, savings, and percentage)
- ☐ Endorsement and nomination by the head of office/company president

Certified Energy Auditors

- ☐ At least one (1) year of working experience on energy auditing facilities
- ☐ Certified EA with proof of training
- ☐ Accomplished outstanding projects/measures on the facilities that are being audited
- ☐ Conducted at least 25 energy audit activities in a year
- ☐ Knowledgeable on audit equipment
- ☐ Endorsement and nomination by the head of office/company president

Energy Service Companies

- ☐ At least two (2) years of experience on providing energy services in the country
- ☐ Either a Registered or Certified ESCO to the DOE
- ☐ Proof of Registration/Certification
- ☐ Accomplished outstanding projects/measures on clients
- ☐ Complied and submitted the necessary reports to DOE on time
- ☐ Energy Reduction (in kWh, savings, and percentage)
- ☐ List of Energy Audit Tools and Equipment

SELF-ASSESSMENT TOOL

Energy Efficiency Excellence Awards for Government

Compliance to Government Energy Management Program

- ☐ Designation of Energy Efficiency and Conservation Officer and Energy Efficiency and Conservation Focal Persons
- ☐ Submission of the following inventories:
  - ☐ Lighting Equipment
  - ☐ Air Conditioning Unit and Generator Sets
  - ☐ Office Equipment
  - ☐ Vehicles
- ☐ Submission of the following reports:
  - ☐ Monthly Electricity Consumption Report
  - ☐ Monthly Fuel Consumption Report
- ☐ Energy Efficiency and Conservation Measures
- ☐ Energy Efficiency Index of Occupied Air-conditioned Area
- ☐ ACU Thermostat Setting: Not lower than 24 °C
- ☐ With highest GEMP Rating based on the DOE energy audits
- ☐ Total Energy Savings based on the complete baseline data in 2015
- ☐ Submission of Energy Efficiency and Conservation Program for NGAs, GOCCs, SUCs
- ☐ Submission of Local Energy Efficiency and Conservation Plan for LGUs

SELF-ASSESSMENT TOOL

Special Awards for Energy Efficiency Excellence

Innovative Use of Technology

- ☐ Innovative/Pioneering Energy Efficient Technology or R&D that focuses on the improvement of energy consumption and management in an entity/facility
- ☐ Total Project Cost:
- ☐ Total or Target Energy Savings/Reduction
- ☐ For technology, in operation for at least a year.
- ☐ For R&D, completed research documents.