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To Accredited On Construction
Domestic Energy Assessors &
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Dear Colleague,

The attached SAP Conventions (v2.0 – Issue 2) have been agreed, and approved, by the SAP Conventions Group. Membership of the group is open to all Accreditation Schemes as part of the on-going work to standardise the assessment process, and to ensure a uniformity of approach, that will assist Accreditation Schemes and energy assessors. The Group has been set up with the approval of DCLG.

These conventions which have been sent to you by your Accreditation Scheme must be applied by all accredited On Construction Domestic Energy Assessors (OCDEAs). This also applies to those assessors currently in training. To enable Schemes, training providers and assessors to manage the implementation process successfully please note that these conventions must be applied on 17 April 2011. These conventions will be included as part of future quality assurance checks of the assessments you have undertaken, and the SAP Energy Performance Certificates (EPC) you produce, thereafter.

The conventions are designed to improve the quality and accuracy of EPC. The conventions will, therefore, supersede any previous assessment process. With this in mind, further conventions are being discussed and developed by the Conventions Group and these will be released to you in stages.

If you have any questions about these conventions, you must feed them back to your Accreditation Scheme so the issue you have raised, where appropriate, can be discussed at a future meeting of the Conventions Group. The conventions must be applied as issued, even if you believe there may be a Convention that requires further clarification, until such time as the Group have had the opportunity to discuss the issue you have raised in more detail. Any subsequent changes to the conventions will then be circulated to all OCDEAs.

Yours faithfully,

Katherine Higley