



# **CHPQA Submission- What's involved**

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CHPQA



# Talk Coverage

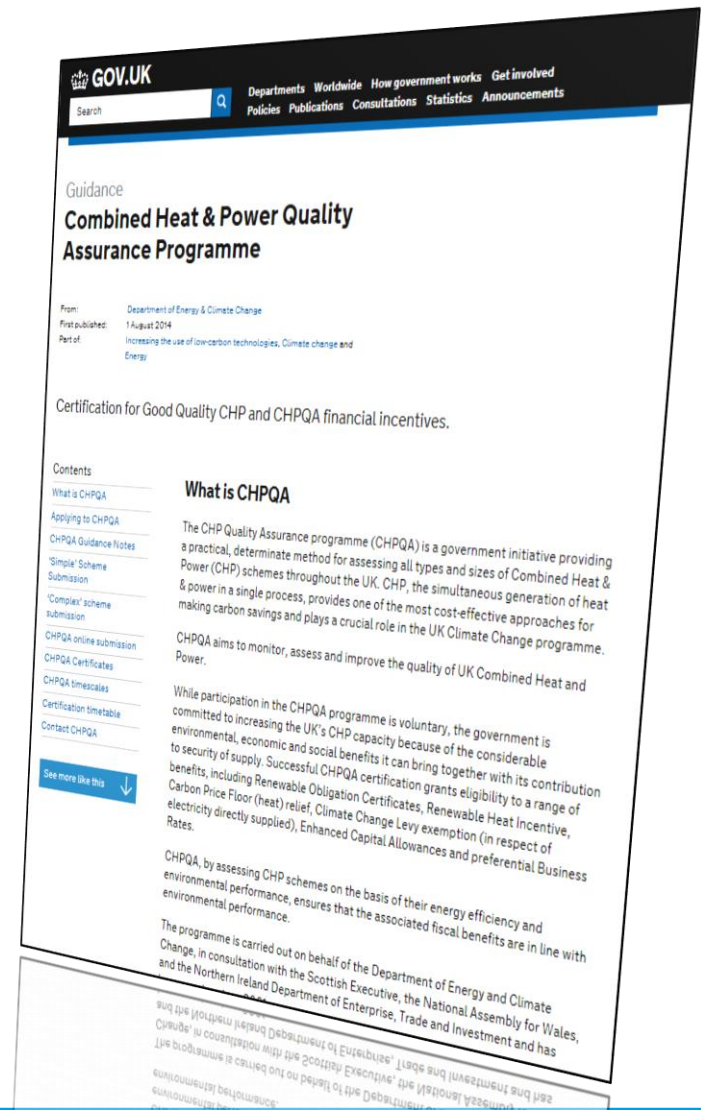
- CHPQA Website
- Form F1 – registration & notification of change
- Login / User Control Panel
- Form F2s / F2 – scheme description
- Form F4s / F4 – annual submission
- Form F3s / F3 – proposed scheme submission (overview)
- Summary
- Questions



<https://www.gov.uk/combined-heat-power-quality-assurance-programme>

➤ Primary source of information

- CHPQA Standard
- Guidance Notes
- Policy updates





# CHPQA Online System

- Advantages of submitting on-line
  - “Form Wizard” to help 1st time users choose the correct form
  - Automatic roll-forward of F2 and F3 forms
  - Automatic PDF generation of forms
  - Access to historical submissions

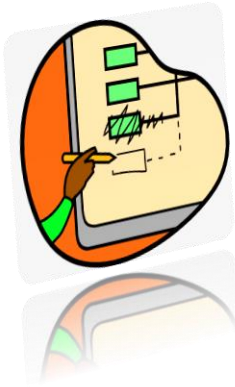


# Key features of online system

- Simpler with links to Guidance Notes:
  - Length of form is reduced because only relevant sections are displayed
  - Calculations are made automatically by the system
  
- F4s Batch submission available for organisations with multiple sites
  - Upload of energy data in **Microsoft Excel** format
  - Template available on request
  
- F4 Energy data upload via **Microsoft Excel** template
  - Download template during F4 submission



# Certification Process for existing schemes



Form F1

Remain the same from one year to another unless changes occur to the RP details or site details (address, etc.)

Form F2

Remain the same from one year to another unless changes occur to the scheme (equipment, monitoring, etc.)

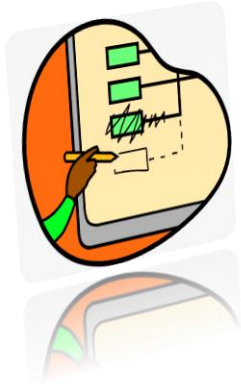


Form F4

Annual  
Reporting  
Changes from one year to another



## Certification Process for Proposed schemes



Form F1

Only changes  
Occasionally as  
required



Form F3

Completed  
Once (can be rolled  
forward annually until  
scheme becomes  
operational)



# Form F1 - Registration

Provides CHPQA  
with contact details for both  
RP and the site:

- Address
- Contact number
- Email

CHPQA Form F1: CHP Scheme Registration

Registration Form

Please complete this form and press submit to register with the CHP QA system. The subsequent page asks you to print out the deployed details, sign them and return by post.

- This Form will need to be re-submitted only if the details in section 1 or 2 change.
- Information on this form will be stored electronically and treated in the strictest commercial confidence. Only the Government or its agents will use it, for the sole purpose of the CHPQA programme including collection and collation of national statistics.
- This form should be completed and returned to: The Administrator, CHPQA programme, The Gemini Building, Firms Avenue, Harwell International Business Centre, Didcot, Oxfordshire, OX11 0QR

Company:

Title:

Forename:

Surname:

Postbox:

Email address:

Telephone:

Fax:

Address:

Town:

County:

Postcode:

Further information on the CHPQA programme, including the Government's decisions following the consultation on CHPQA, and detailed guidance on applying to the programme, can be obtained from the CHPQA Helpline (0870 518 6184 / [chpqa@chpqa.com](mailto:chpqa@chpqa.com)) or from the CHPQA web site: [www.chpqa.com](http://www.chpqa.com)

Complete F1 &  
send to CHPQA

CHPQA receive  
paper F1,

CHPQA setup  
account & send  
login details





# Differences between Long & Short Forms

- Short forms are simpler
  - Less detail required
  - Standardised meter numbering
  - Standard Energy Flow Diagrams available (GN F2s)
  
- Short form can only be used for:
  - RE only schemes <2MWe
  - Single conventional fuel e.g. natural gas, diesel
  - Single prime mover (CHP package) within the scheme boundary i.e. no heat only boilers

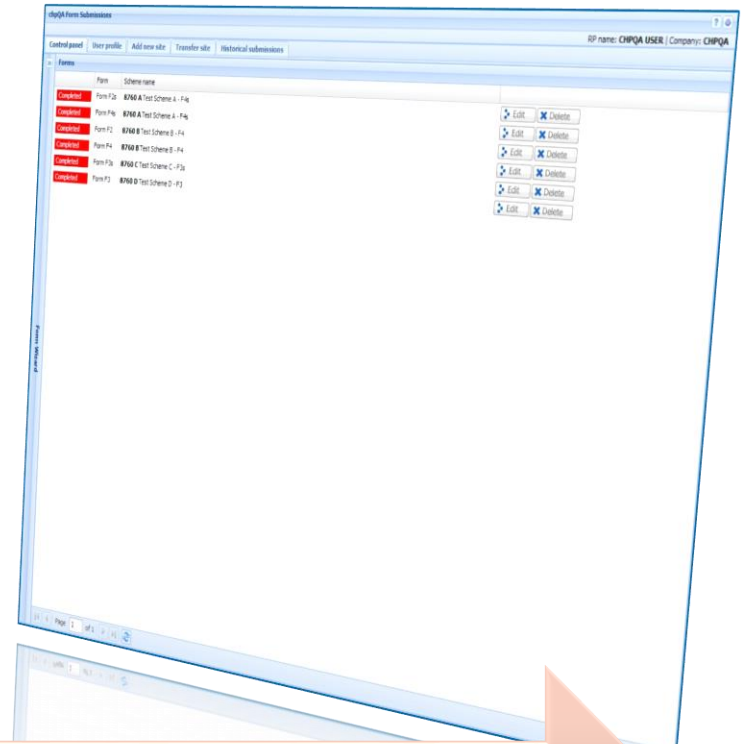


# Purpose of Form F2

Provides CHPQA with technical details for an existing scheme:

- Scheme description
- Prime Mover design & spec
- Scheme drawings & boundaries
- Metering details

***After first submission, F2 need only be submitted when there is a change to the CHP scheme***



Login to CHPQA

Enter Prime  
Mover, metering &  
boundary data

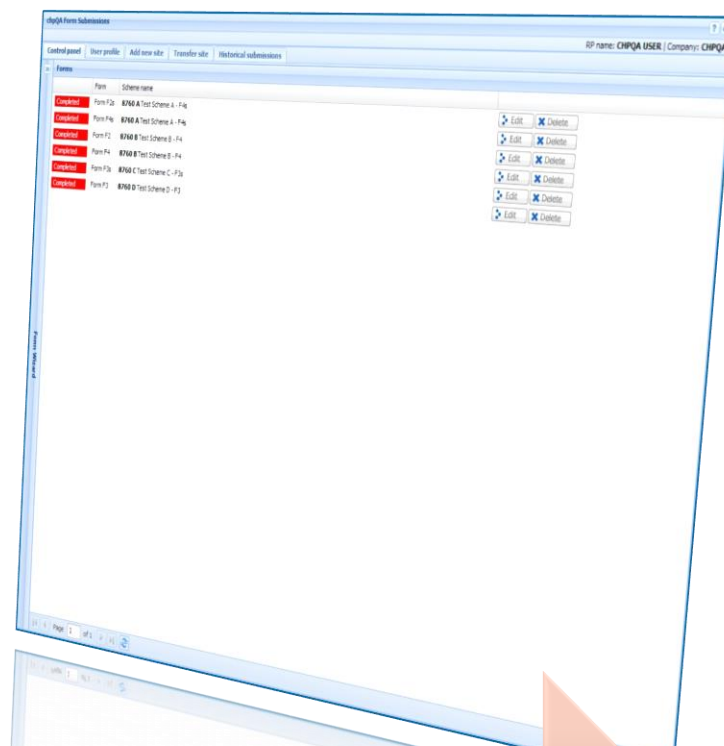
Submit F2  
proceed to F4



# Purpose of Form F4

Provides CHPQA with details of scheme's **actual** annual performance from the previous year:

- Energy Data
- Uncertainty Calculations
- Efficiency & QI Calculations
- QFI, QPO and QPC calculations



Login to CHPQA

Enter annual  
operation data for  
previous year

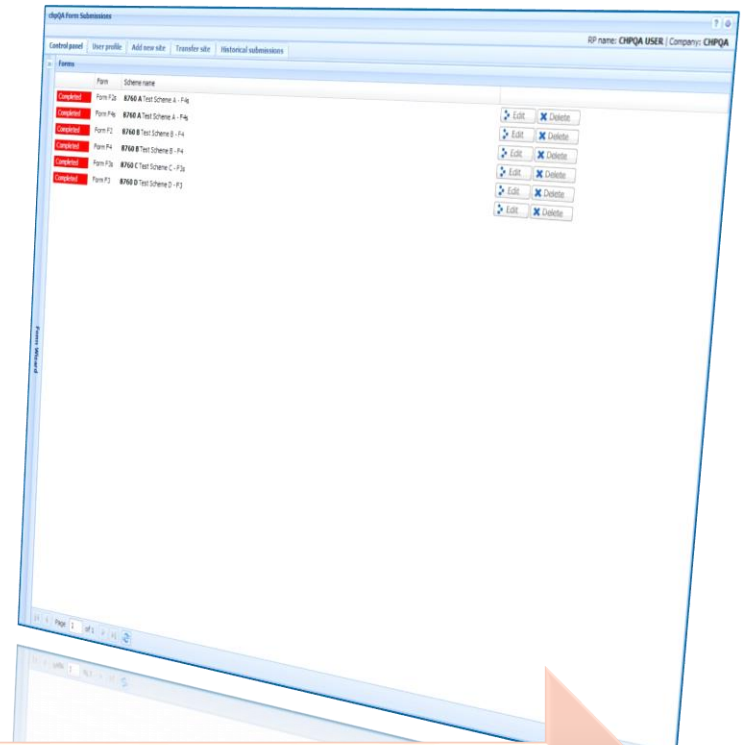
Submit F4 &  
await  
certification



# Purpose of Form F3

Provides CHPQA with details of scheme **projected** annual performance:

- Scheme description
- Projected commissioning dates
- Prime Mover design & spec
- Scheme drawings & boundaries
- Projected operation in initial, long term annual & max heat modes



Login to CHPQA

Enter projected  
operation data

Submit F3 &  
await  
certification



# Calculations

- Pass Power efficiency and Quality Index (QI) threshold – proceed to next section
- Fail Power efficiency - Calculate Qualifying Fuel Input (QFI)
- Fail Quality Index (QI) – Calculate Qualifying Power Output (QPO) & Qualifying Power Capacity (QPC)
- Form adjusts automatically to use one of two scenarios for calculation:
  - Non-Condensing Steam
  - Condensing Steam

**If you need assistance call CHPQA Helpline**

**(01235 75 3004)**



# Worked Examples

- F2 Form – scheme description
- F4 Form – annual submission
- F3 Form – proposed scheme submission (overview)



# CHPQA Contact Details

CHPQA Administrator

The Gemini Building

Fermi Avenue

Harwell

Didcot

OX11 0QR

E-mail: [chpqainfo@chpqa.com](mailto:chpqainfo@chpqa.com)

Tel: 01235 75 3004

Web:

<https://www.gov.uk/combined-heat-power-quality-assurance-programme>