

Commercial

Standard Offer Program

2023 Program Manual

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1 INTRODUCTION

Welcome to the 2023 Oncor Commercial Standard Offer Program (CSOP or the "program"). The CSOP offers incentives for installation of new equipment or retrofit projects at commercial customer locations in Oncor service territory. Eligible customers may include business, government, educational, nonprofit and worship facilities.

CSOP project measures may fall under the deemed savings that do not require measurement and verification. These may include, but are not limited to, lighting, air conditioning, ENERGY STAR® roofs and food service equipment, refrigeration measures and window film as well as new construction that exceed existing energy code baselines per the Texas Technical Reference Manual (TRM). Energy saving projects must be approved by Oncor prior to project start. Once completed, service providers receive incentive payments based on the project's deemed, verified savings.

Measurement and verification ("M&V") projects provide large commercial customers with new or retrofit projects that require "M&V" with incentives of $10,000 but may be lowered at Oncor's sole discretion.

This program complies with the standard offer program requirements published by the Public Utility Commission of Texas (PUCT). This program manual is intended to inform service providers of the program requirements and processes. However, service providers should also review the PUCT rules related to energy efficiency programs and the requirements in the TRM for energy efficiency programs, and are required to comply with such rules and requirements.

This program manual summarizes program requirements, processes and incentives but may not address all scenarios. Oncor has full discretion to interpret or modify program requirements and may revise the program manual at any time.

Visit the Oncor Energy Efficiency Program Management tool (EEPM), available at https://eepm.oncor.com, to access additional registered service provider resources, including service provider applications, incentive applications, savings calculators and project documentation tools, as well as program rules and incentive budget updates**.**

We are here to help! If you have any questions after reading these materials, please don't hesitate to contact our program help desk at 1.866.258.1874 or via email at eepmsupport@oncor.com .

2 PROGRAM OVERVIEW

The primary objective of the CSOP is to achieve cost effective reductions in energy consumption. Additionally, the program is designed to:

- Encourage private sector delivery of energy efficiency products and services.
- Achieve customer energy and cost savings.
- Significantly reduce barriers to participation by streamlining program procedures.
- Encourage participation by a wide range of service providers.

The CSOP pays service providers for electric energy efficiency improvements above and beyond the efficiency gains typically achieved in energy efficiency projects. Incentives are offered at a fixed price per kilowatt and kilowatt hour saved, based on the estimated useful life (EUL) of the installed, verified and qualifying measure.

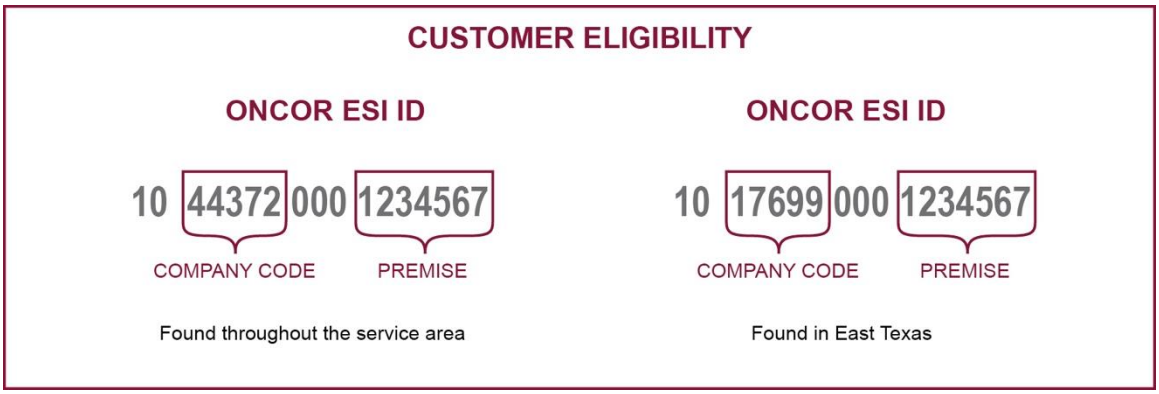
3 BASIC COMMERCIAL STANDARD OFFER

Through the CSOP, Oncor offers incentives to qualifying service providers and self-sponsors who complete projects with deemed kilowatt and kilowatt hour savings. Oncor will pay service providers a fixed price per kilowatt and kilowatt hour saved, based on the EUL of the installed, verified and qualifying measure. This standard offer incentive is the same for all service providers in the CSOP. The terms of the standard offer are outlined in the program addendum for each service provider.

Through the "M&V" pathway, Oncor offers incentives to qualifying service providers and self-sponsors who complete measures requiring measurement and verification. Oncor will pay service providers a fixed price per kilowatt and kilowatt hour saved, based on the estimated useful life (EUL) of the installed, verified and qualifying measure.

3.1 Customer Eligibility

To qualify for program incentives, a host customer must be a commercial customer who is served by Oncor and contributes to the Energy Efficiency Cost Recovery Fund. Each Oncor commercial customer will have a 17-digit premise number (ESIID). An ESIID should appear on a customer's electric bill and always start with "10." For Oncor customers, the third through seventh digits will be either "44372" or "17699." When entering project information in EEPM, only the last seven digits of the ESIID are used as input.



3.2 Energy Efficiency Measures

Below are some important guidelines for planning your CSOP project. For a more extensive list of eligible measures, visit https://eepm.oncor.com; select "Commercial" from the "Resources" tab and then click "Incentive Table under Commercial Program."

Deemed, Verifiable Measures Only

Measures may include lighting, cooling and heating energy efficiency improvements. CSOP incentives are calculated based on peak demand reduction (per kilowatt) and energy savings (per kilowatt hour) that exceed current state and federal minimum efficiency standards when they apply. Only energy efficiency measures with approved deemed savings (as noted in the latest version of the Texas TRM), and that are approved by Oncor, are eligible for CSOP incentives. All energy and peak demand savings must be measurable and verifiable using visual inspection and deemed savings calculations.

M&V Measures

Projects that include at least one measure that requires M&V will be submitted as an "M&V" project. The "M&V" project can include additional deemed savings measures for each site.

3.2.1 General Measure Requirements

Some general guidelines apply to all program measures. Additional requirements and specifications may also apply for specific measures. Oncor is the final authority on energy efficiency measure eligibility for incentives.

- Eligible energy efficiency measures do not include repair or maintenance activities or behavioral changes.
- Proposed measures must not surpass the program measure's EUL.
- Measure must comply with all requirements of PUCT Substantive Rule 25.181.
- Measures must meet or exceed minimum equipment standards as provided in the TRM.
- M&V measures must produce a measurable and verifiable electric demand reduction and/or reduce electrical usage.
- All M&V projects and measures must be reviewed and pre-approved by Oncor.

Additional measure-specific restrictions may apply to your project.

3.2.2 Non-Qualifying Measure Types

The following measure types are ineligible for program incentives:

- Measures that involve plug loads (loads that plug into a standard wall or floor outlet).*
- Measures that involve track lighting or are installed in areas where they will not remain in place for the measure life.
- LED lighting that is not qualified by or is missing documentation from ENERGY STAR®, the Design Lights Consortium (DLC) or other organizations as noted in the TRM at the time an initial application (IA) is submitted.
- Retrofit of fluorescent troffers with linear LED replacements or any modification to a fixture that may void the Underwriters Laboratories (UL) listing.
- New construction lighting projects using non-qualified LEDs, unless preapproved by Oncor for decorative purposes.
- New construction or retrofit lighting projects using metal halide fixtures.
- Measures that involve self-generation or cogeneration, except for certain renewable technologies.
- Measures that rely on changes in customer behavior and require no capital investment.
- Measures that achieve savings through equipment maintenance, commissioning, operational changes or controls without equipment efficiency upgrade.
- Measures that result in negative environmental or health effects.
- Measures that receive an incentive through any other energy efficiency program offered by Oncor.

* As a general rule, energy efficiency measures involving plug loads (equipment or appliances that are plugged into standard electrical outlets) are not permitted. Oncor may waive this restriction if the service provider provides Oncor with reasonable assurance that the energy and/or demand savings associated with such energy efficiency measures are likely to persist over the EUL of the energy efficiency measure and quantifiable energy and/or demand reductions meeting the requirements of PUCT Substantive Rule 25.181 can indeed be achieved through the proposed energy efficiency measure(s).

3.2.3 Examples of Eligible and Ineligible Energy Efficiency Measures

Below are some examples of eligible and ineligible energy efficiency measures. However, a service provider may propose other energy efficiency measures for which a deemed savings value has been provided and approved by Oncor for inclusion in the program, provided the measure produces a measurable and verifiable electric demand reduction and/or reduce electrical usage through an increase in energy efficiency.

Common eligible energy efficiency measures:

- Lighting (including LED, T8 and T5 upgrades) and controls for new construction and retrofit projects. LED screw-ins are allowed in appropriate areas—verify with Oncor program manager for project specific eligibility.
- Cooling equipment, including Chiller units and Water Cooled DX units for new construction, early retirement, and replace-on-burnout projects, and Variable Refrigerant Flow (VRF) units and Geothermal units for new construction projects.
- Air infiltration and insulation for master-metered multi-family units.

Sample ineligible energy efficiency measures:

- Measures that do not raise efficiency above current standards.
- Measures that do not meet or surpass the program measure's EUL.
- Cogeneration and self-generation projects, except for renewable DSM technologies.
- Load shifting or load management measures.
- Load reductions caused by building vacancies.
- Measures that rely solely on changes in customer behavior and require no capital investment.
- Measures for which incentives were received from another Oncor program.
- Repair and maintenance measures or measures that are not permanently installed.
- Energy-efficient gas measures when replacing non-electric technologies.
- Measures that result in negative environmental or health effects.
- Power factor correction devices
- Non-labeled LEDs

Multiple Measures and Multiple Sites Are Encouraged

A project is defined by a set of proposed or installed measures and estimated demand and energy savings included in a single IA. Comprehensive projects that include a range of measure types are encouraged.

One project may involve the installation of measures at more than one customer site so long as the customers and sites are similar. For example, installation of measures at a chain of grocery stores may include more than one customer but may constitute a single project.

New Construction Projects May Be Eligible

New construction projects may be eligible for CSOP incentives if the service provider and incentive have influenced the host customer to install a design or equipment with a higher level of efficiency than what the host customer would have otherwise installed.

In addition, the host customer must confirm the incentive was vital to the increased efficiency. New construction facilities originally designed to meet high energy efficiency or net zero energy requirements may not be eligible to receive CSOP incentives if Oncor determines, in its sole discretion, the incentive was not vital to increasing the overall energy efficiency of the facility.

New construction projects include:

- New construction of a building, facility or addition.
- Renovation that results in a change of building type.

Only areas that have undergone construction are eligible for new construction incentives. Final determination of the eligibility of a new construction project is at the sole discretion of Oncor.

New construction incentive applications are also subject to special submission and documentation guidelines. See Section 4.1, “Submission Process,” for details and deadlines when planning your new construction project.

3.3 Incentives

3.3.1 Program Budget

The Oncor CSOP offers an incentive budget for the 2023 program year. Oncor reserves the right to adjust the budget as it deems necessary, in its sole discretion.

Project applications will be accepted until November 15, 2023, or until all program funding for the program year has been exhausted. Check the status of available funding any time by logging in to https://eepm.oncor.com with your registered service provider account.

3.3.2 Measure Incentives

Incentive payments will feature two components: a set $/kW incentive for demand reduction and a $/kWh incentive for energy savings, and will be based only on savings that exceed current minimum state and/or federal efficiency standards. Incentives are calculated using a formula that takes into account the measure’s deemed annual savings, its EUL, a net present value calculation and, in applicable counties, a geographic multiplier. For a list of measure incentive amounts, visit https://eepm.oncor.com; select “Commercial” from the “Resources” tab and then click “Incentive Table under Commercial Program.”

Geographic Multiplier

In order to promote energy efficiency activities throughout the entire service area, there will be an additional 15% payment for all projects completed at sites outside the five-county metroplex area. The metroplex area includes Dallas, Tarrant, Rockwall, Denton and Collin counties.

Net Present Value Calculation

The incentive calculation will use a discount rate of 7.44% and an escalation rate of 2%.

3.3.3 Incentive Limits

3.3.3.1 Per-Project Incentive Limits

The minimum CSOP project incentive that can be requested is $500. The minimum “M&V” project incentive is typically $10,000 but may be lowered at Oncor’s sole discretion. Incentives will also be limited to a percentage of the total cost of the project. In no case will Oncor pay incentives greater than 50% of the total project cost (as determined by Oncor, in its sole discretion, based on information provided by the service provider and any supplemental information gathered or requested by Oncor).

3.3.3.2 Service Provider Incentive Limits

To ensure incentives are available to multiple service providers, no service provider and/or its affiliates may receive more than 20% of the total CSOP incentive budget for all projects combined in a given budget year. In furtherance of this policy, service providers must register and regularly verify all affiliates in EEPM. A definition of affiliate may be found in the glossary.

Oncor reserves the right to raise the service provider incentive cap at its discretion. Incentive funding is offered to eligible service providers with complete applications on a first-come, first-served basis.

4 PROJECT LIFE CYCLE

Service providers and self-sponsors may submit project applications only after applying to the program and executing the program addendum. See Section 9, “How to Participate,” for more information on joining the program as a service provider or self-sponsor.

Approved, registered service providers and self-sponsors will submit project applications and receive communications from the program via the EEPM contractor portal. All applications and supplemental documentation, if required, must be attached to the project under the Documents tab. Project measure details are to be entered into the Measures section. Access application forms at https://eepm.oncor.com by logging in as a registered service provider and then clicking on “2023 Commercial SOP Application.”

Make sure you have applied and been approved for incentives BEFORE installations take place. Any project in which pre-equipment has been removed and/or measures have been installed prior to receiving Oncor approval will be denied incentives and canceled. Project installation is not allowed to begin until after a pre-inspection review is completed, the Final Application is approved, and the Reservation of Funds Agreement is signed by both the Service Provider and Oncor.

It is the sole responsibility of the applicant to ensure Oncor receives all required project application materials by close of business on the applicable due date.

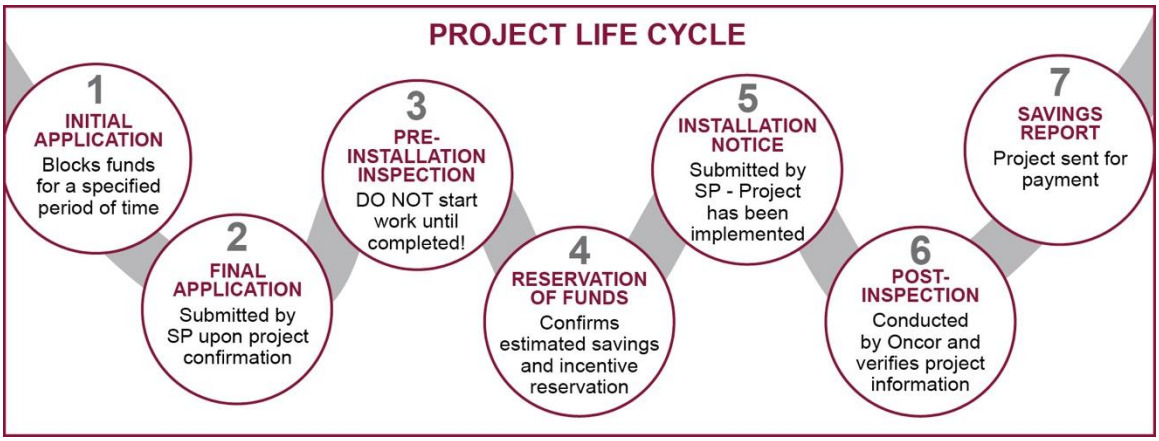
4.1 Submission Process

Each project application includes information about the service provider, the host customer site and documentation of the project to be implemented.

A project application will progress through the following four phases:

- Initial Application (IA)
- Final Application (FA)
- Installation Notice (IN)
- Savings Report (SR)

Below is an outline of the application process, from start to finish.



In addition, M&V projects will require a pre-data review after completion of the pre-inspection and a post-data review after completion of the post-inspection.

4.1.1 Initial Application

Applying Online • Measure details • Customer Agreement• Additional Lighting Documentation

As a first step to applying for CSOP incentives, a service provider submits an IA for Oncor to perform a preliminary review of the proposed project's feasibility. IA required fields include the project's estimated completion date, capital cost (labor, materials, taxes), service provider project and inspection contacts, and customer inspection contact.

Enter site(s) for each project using the last seven digits of the ESIID. The measure details will be updated in the measures section for each site. The measure details are used to calculate the energy savings for the new or replacement efficiency measure(s) required based on the measure type.

After entering the measure details for each project site, click on the Next button to calculate incentive amounts and generate a Host Customer Agreement.

The service provider must provide a signed Host Customer Agreement with either a wet signature or by selecting the e-signature option in EEPM which will email the form to the appropriate signers for electronic signature.

After the Host Customer Agreement is signed, the submitted IA will be reviewed by the program manager. All projects require the measure details to be completed and a signed Customer Agreement before the project will be reviewed.

Multiple-Site Projects

Service providers must combine multiple sites for the same host customer in a single project. If measures are planned for a series of franchise customers or chain stores during the program year, the service provider must contact the program manager before submitting their IA or their projects may be subject to cancellation.

Additional Project Documentation Requirements

The program requires additional documentation for certain measure types and on an as-needed basis. In addition to this section, check EEPM for measure-specific requirements.

Additional Initial Application Documentation for Lighting Projects

Lighting projects require pre-installation equipment measure details survey, to be submitted as part of the IA. The pre-installation equipment survey is used to identify existing lighting equipment and propose the equipment to be installed.

The pre-installation equipment survey should provide the following information about all the fixtures involved in the lighting retrofit:

- A line-by-line identification of each room or area location.
- The number of fixtures (including lamp and ballast types) per area. (No more than 50 fixtures per area. This may require large areas to be broken down into multiple subsets.)
- Existing lighting controls.
- Counts of operating and non-operating fixtures by type and area.

Surveys should include all baseline lighting fixture codes, wattages and controls, regardless of whether they will be retrofitted. Fixture wattages are based on the fixture codes listed in the standard wattage table. This information should be tabulated electronically in the survey. It is advised that a floor plan, similar to what is typically posted at an exit or elevator, be provided for all lighting projects.

Existing Non-Operating Fixtures

If more than 10% of the total number of existing fixtures are inoperative, the baseline wattage of the project will be adjusted upward to reflect the percentage of non-operating fixtures beyond 10% (i.e., a 12% non-operating count will have the baseline wattage adjusted by 2%).

Illumination Engineering Society (IES) Recommended Light Levels

Lighting projects must meet IES recommended light levels to qualify for an incentive unless Oncor approves a project-specific exception. If you propose a lighting retrofit that reduces the number of fixtures by 15% or more, you may be required to provide a lighting simulation that includes all lighting being installed. Oncor may request a lighting simulation for any project to demonstrate it meets IES recommended light levels.

New Construction Lighting Project Documentation

New construction projects may require the following signed and stamped architecture and engineering drawings:

- Site plan that clearly lists the square footage of indoor and outdoor lighting and shows the lighted area(s) with shading, cross-hatching or other visible means.
- Lighting layout.
- Lighting schedule.

4.1.2 Final Application

Submission in EEPM • Pre-Inspection Review • Reservation of Funds

Final Application Submission

After the IA is approved, the service provider submits a FA and any documentation required for review of the project measure(s).

Provide the required documents for the measure(s) in the attachments section of EEPM.

Required documents for more common measures include:

Lighting

- DLC and Energy Star certification sheets for LED fixtures, consolidated in a single, non-zipped, PDF file for all project sites, from lowest to highest wattage. To view our LED Document Guidelines, visit https://eepm.oncor.com; select “Commercial” from the “Resources” tab and then click “LED Document Guidelines under Commercial Program.”
- Manufacturer specification sheets showing LED model option codes and descriptions, consolidated in a single, non-zipped PDF file for all project sites, from lowest to highest wattage.
- A/E drawings for new construction lighting projects, consolidated in a PDF file.
- Pre-fixture lighting photos, including nameplate photos showing wattage, fixture photos, and area photos with all lighting turned on. Photos should be consolidated for each site in a single, non-zipped, PDF file.
- Any other documents required by the program manager.

HVAC

- Air-Conditioning, Heating and Refrigeration Institute (AHRI) certificates consolidated in a single, non-zipped, PDF file for all project sites. AHRI certificates are required for units less than 20 tons. Larger units require manufacturer specification sheets that include AHRI performance data.
- For VRF units, the AHRI certificate must show the type of indoor air handling used (e.g., ducted, non-ducted, mixed) for each VRF module. Engineering line drawings in a single, non-zipped, PDF file are also required that clearly show the type(s) of indoor air handling used, which should be consistent with the AHRI certificate provided.
- For Chiller units, a manufacturer simulation is required in a single, non-zipped, PDF file that shows unit performance at 100% load and the following AHRI conditions. The chiller make and model number must be listed at the top of the simulation sheet.

  Water Cooled Chillers

  - Condenser Water Entering Temp 85 deg F and Flow Rate 3.0 gpm/ton
  - Evaporator Leaving Temp 44 deg F and Flow Rate 2.4 gpm/ton

  Air Cooled Chillers

  - Entering Air (ambient air temp) Dry Bulb Temp 95 deg F
  - Evaporator Leaving Temp 44 deg F and Flow Rate 2.4 gpm/ton

- Pre-equipment chiller photos for early retirement units, showing nameplate with model and serial number, and entire unit. Existing unit operability will be required during the pre-inspection review.
- For VRF, Geothermal, and Water Cooled DX units, a M&V Plan is required in Word format. The program manager can provide sample M&V Plans in the required Word format for many M&V measures upon request.
- Any other documents required by the program manager.

Be sure to include specifications for any additional proposed equipment not specified in the measure details, providing enough information to allow for Oncor review and approval. We recommend working closely with Oncor when surveying equipment not specified in the project measure details.

Once the project is ready to move forward, the service provider will check the “Inspection” box under the “Summary” tab. The FA must be submitted within 20 days of IA approval or the project may lose reserved funding. Service providers who do not meet the 20-day deadline may resubmit an IA for the same project, subject to availability of funds or the existence of a project waitlist.

4.1.3 Pre-Inspection Review

Pre-installation Inspections

During the FA review process, Oncor may conduct a pre-installation inspection of the project site. The purpose of the inspection is to verify the baseline conditions documented in the application and feasibility of installing the proposed equipment. After the Service Provider submits a complete Final Application, the pre-inspection may be a desk review of pre-equipment photos taken and submitted by the service provider, or in most cases Oncor will contact the Service Provider inspection contact to schedule and complete an on-site inspection. Service Providers should allow ample time for completion of inspections, which may take up to two weeks, depending on project volume.

New construction projects will not require a pre-inspection.

Pre-inspection Process

Pre-inspections are intended to verify the following information:

- The equipment survey submitted is accurate. For most measures, equipment quantities and nameplate information is verified. For lighting measures and cooling equipment installations that do not have a one-to-one unit replacement, pre-inspection counts must be within ± 5% of the total demand submitted on the survey form. If the error exceeds ± 5%, the service provider may correct the measure details, subject to re-inspection by Oncor at the service provider's expense.
- All existing equipment listed in the FA is still in place and operational in the baseline condition.
- New equipment installation, or old equipment removal and/or demolition, has not begun. Any project where the replacement of measures has started prior to receiving pre-inspection and FA approval will be canceled and no incentive payment will be made.
- Please review the Commercial Desk Inspection Checklist for Service Provides documents, which includes photo examples for lighting, HVAC and other measures.

Failed Pre-inspections

If the project fails the first pre-inspection, Oncor may, in its sole discretion, either (i) cancel the project, releasing all or some portion of the reserved incentive funds, or (ii) allow the service provider to take corrective action, which will require re-inspection by Oncor. If Oncor allows the service provider to take corrective action, the service provider shall pay for each additional inspection. If the project fails any re-inspection, Oncor will have a similar right to disqualify the project or allow the service provider to take corrective action subject to additional inspections at the service provider's expense.

You will receive notification via EEPM of pre-inspection approval, rejection or any needed amendments to the FA.

Corrections to Your Final Application

In the case of retrofit measures, if equipment is removed or not operational during the pre-inspection, the incentive amount may be reduced or the project may be rejected or canceled. If the project is rejected for corrections, the service provider will have 15 days to resubmit the corrected FA. Otherwise, the project may be canceled.

Discrepancies Between the Initial Application and Final Application

If the FA incentive estimates differ from the incentive funds reserved in the IA, the FA savings and incentive estimates will take precedence over the IA, as the FA should include a more detailed and accurate estimate of demand and energy savings. Where FA estimates are lower than those approved in the IA, final incentives will be adjusted downward accordingly. In some cases, FA estimates may be higher than amounts approved in the IA. If all incentive funds have already been reserved, project incentives will be limited to the amount reserved in the IA.

Reservation of Funds

Within 10 days of notification of pre-inspection approval, the service provider must provide a signed Reservation of Funds Agreement with either a wet signature or by selecting the e-signature option in EEPM which will email the form to the appropriate signers for electronic signature. After program manager approval of this FA, including a signed reservation of funds form, incentive funding is reserved for your project.

4.1.4 Pre-Measurement Data Review for M&V Projects

For M&V projects, after pre-inspection approval, the service provider will conduct any required pre-measurement for the project. If required, the Inspection Manager will provide a sampling schedule to the service provider.

Upon completion of any required pre-measurements per the Oncor approved M&V Plan, the service provider will attach a summary of the data and supporting data worksheets in EEPM. The program manager can provide sample worksheets in the required format for many measures upon request. The service provider will then submit the project back to Oncor for pre-measurement data review.

Reservation of Funds

Within 10 days of notification of pre-inspection approval and completion any required pre-data review, the service provider must provide a signed Reservation of Funds Agreement with either a wet signature or by selecting the e-signature option in EEPM which will email the form to the appropriate signers for electronic signature. After program manager approval of this FA, including a signed reservation of funds form, incentive funding is reserved for your project.

4.1.5 Installation Notice

Commencing Work • Updates to Measure Details • Installation Notice Customer Certification • Completed Project Documentation • Post-Inspection Review • Savings Report

Commencing Work

After the FA is approved, the service provider may commence work on the project. Upon completion of the work, the Service Provider submits the IN to notify the program that your project is ready for post-inspection review.

Oncor reserves the right to request proof of materials purchased and/or proof that customer funding has been secured. Failure to provide the requested information may result in the cancellation of the project and release of the reserved funds.

Updates to Measure Details

Unanticipated Changes During Installation

If there were any changes to project equipment or metrics during installation, the service provider must update measure details for each project site and attach all supporting documents for any changes to the post equipment.

Cooling Equipment Documentation Requirements

After installing new cooling equipment, the service provider must conduct a post-installation equipment survey and document the results in the “post-retrofit equipment” section of the project measure details. The required data includes installed equipment type, model number, serial number, capacity, and efficiency (based on AHRI certification).

Only the post-retrofit equipment should be updated by the service provider in the measure details. No changes should be made to the pre-retrofit equipment in the measure details that was approved by Oncor during the FA phase.

Installation Notice Customer Certification

After making any necessary updates to measure details and recalculating incentive amounts, the service provider must provide a signed Installation Notice Customer Certification with either a wet signature or by selecting the e-signature option in EEPM which will email the form to the appropriate signers for electronic signature.

Completed Project Documentation

The following required documents must be uploaded in the "Documents" section in EEPM before you submit your project to Oncor for post-inspection review (IN Submitted phase):

For all Projects:

- A signed Installation Notice Customer Certification. Make sure all lines are completed in both the Service Provider and Customer signature blocks, including the Date of Completion.
- Project invoice(s) should be itemized by product and include the cost of materials and labor related to the scope of the project being submitted for an incentive.

For Lighting Projects:

- DLC and Energy Star certification sheets for LED fixtures, consolidated in a single, non-zipped, PDF file for all project sites, from lowest to highest wattage. To view our LED Document Guidelines, visit https://eepm.oncor.com; select "Commercial" from the "Resources" tab and then click "LED Document Guidelines under Commercial Program."
- Manufacturer specification sheets showing LED model option codes and descriptions, consolidated in a single, non-zipped PDF file for all project sites, from lowest to highest wattage.
- Post-fixture LED lighting photos, including a nameplate photo showing the model number of each unique LED at each site (must be readable), a fixture photo of each unique LED at each site, and area photos. Photos should be consolidated for each site in a single, non-zipped, PDF file.
- Any other documents required by the program manager.

For HVAC Projects:

- AHRI certificates, consolidated in a single, non-zipped PDF file for all project sites.
- For Chiller units, a manufacturer simulation that shows unit performance at 100% load and at AHRI conditions.
- Post-equipment photos of each unit nameplate showing the model and serial number (must be readable), and of the entire unit. Consolidate all photos in a single, non-zipped PDF file and label all unit photos to correspond with the Unit ID and sequence in the EEPM Measure file.

New Construction Project Documentation Deadlines

New construction project applications must be submitted in EEPM no later than four months after a permanent electric service meter is installed, or no later than four months after the date in a Certificate of Occupancy issued by a municipal or other government entity. If construction on any such project is not complete within the above four month period, the project may still be eligible for the program, provided:

- The project is submitted to EEPM no later than four months after the permanent electric service meter is installed, or no later than four months after the date in a Certificate of Occupancy; and

- The project sponsor notifies the appropriate Oncor program manager of the delay in construction completion and the Oncor program manager approves an extended construction completion date. That extension is typically up to 60 calendar days, and is at the sole discretion of Oncor.

Installation Notice

After all required documents are attached in EEPM, submit the IN to notify the program your project is ready for post-inspection review.

Once a project is post-inspected and approved by the program, you will be notified via EEPM.

4.1.6 Post-Inspection Review

The post-inspection will follow a process similar to the pre-inspection. See Sections 4.1.2 and 5.2 for more information. Once a project is post-inspected and approved by the program, you will be notified via EEPM.

4.1.7 Post-Measurement Data Review for M&V Projects

For M&V projects, after post-inspection approval, the service provider will conduct any required post-measurement for the project. If required, the Inspection Manager will provide a sampling schedule to the service provider.

Upon completion of any required post-measurements per the Oncor approved M&V Plan, the service provider will attach a summary of the data and supporting data worksheets in EEPM. The program manager can provide sample worksheets in the required format for many measures upon request. The service provider will then submit the project back to Oncor for post-measurement data review.

4.1.8 Savings Report

Savings Report Content • Incentive Approval and Processing

After passing post-inspection review (and post-data review for M&V projects), the service provider must provide a signed Savings Report (SR) with either a wet signature or by selecting the e-signature option in EEPM which will email the form to the appropriate signers for electronic signature. The program manager will notify the service provider when the Savings Report is available in EEPM for signature.

The SR is the primary reporting instrument used throughout the program production period, reflecting the final kWh and peak kW savings, the final incentive amount, and serving as an invoice to the program for project incentives. The SR includes project information, estimated energy savings, incentive payments or reductions, other supporting data and the service provider name and signature.

The SR requires a service provider's review and acceptance. A service provider must sign the SR in EEPM no later than 10 days after the project has been post-inspected. The project may be canceled and all incentives forfeited if the SR is not signed within this time frame. Maintain a copy of the SR in your records for a period of four years.

After submission of the SR, the program will request any additional information needed or approve the SR and process the incentive performance payment.

5 INCENTIVE APPROVAL

During any phase of the project (IA, FA, IN, SR), if any documentation submitted in EEPM to Oncor, does not support the proposed measure(s) and the accuracy of the savings estimates, then Oncor at its sole discretion may cancel the project.

5.1 Project Evaluation Criteria

Oncor may reject a project application for any reason in its sole discretion, including:

- The project application is received after the budget for the program has been fully committed.
- Required submittals are not received by deadlines stated in this program manual.
- The applicant fails to meet program eligibility requirements as determined by Oncor in its sole discretion.
- The applicant is found to have made material misrepresentations in the project application.
- The applicant fails to comply with applicable federal, state and local laws and regulations.
- Changes in laws or regulations occur that directly affect the program.
- Oncor, in its sole discretion, determines the applicant is incapable of fulfilling the terms and conditions of the program.
- Measures were installed prior to pre-inspection.
- Measures installed do not meet eligibility criteria.
- The applicant did not provide correct and complete information such as:

    - Service provider project contact.
    - Service provider inspection contact.
    - Customer inspection contact. (Note the customer inspection contact should not be the same as the service provider inspection contact unless the service provider is a self-sponsor.)

Oncor may request clarification of, or additional information about, any item submitted as part of the project application. Applicants must respond to such requests within the time period specified by Oncor. If the clarification or additional information provided is not sufficiently responsive, Oncor may, at its sole discretion, request additional information or discontinue its evaluation of the submittal. Any applicant submitting an unsuccessful project application may reapply for project funding by submitting another project application. However, the applicant will lose its initial position in the order of submittal for budget reservation purposes, if applicable.

5.2 Inspections

Oncor performs post-installation site and desk review inspections for the CSOP projects. Service providers should allow ample time for completion of inspections, which may take up to two weeks, depending on project volume. Although Oncor performs inspections to verify baseline conditions or completed projects, Oncor provides no warranty or endorsement with respect to any project, including, without limitation, the work completed, the equipment or measures installed, or any energy savings relating to a project. For larger lighting projects with a large number of rooms and fixture types, the service provide can submit the project in both the FA and IN phase and request that program manager and inspection manager identify which areas and lines in the Measure file will need photos for the desk review. If an on-site inspection is required, the inspector manager will communicate to the service provider inspection contact which fixtures will require access to obtain photos during the on-site inspection.

Personnel Required On-Site

The service provider and/or personnel who completed the required measure details will be required to be on-site during pre- and post-installation inspections for projects requiring an on-site inspection. The presence of at least one service provider representative who is familiar with the project and the facility will ensure all parties can identify any discrepancies simultaneously. The service provider will provide all equipment required by the inspector to inspect the project site, including ladders and lifts, at the service provider's expense.

Required Electrical or HVAC Disruptions

When electrical measurements are necessary, the service provider representative(s) will be required to perform any necessary disruptions in equipment operation, the opening of any electrical connection boxes or the connection of current and power transducers.

When it is necessary to determine the operability of an existing HVAC/chiller system in cooling mode, the representative(s) will be required to perform any necessary disruptions or configuration changes in system operation to demonstrate such operability. If the inspection cannot be completed in a timely manner because the service provider is unfamiliar with the facility or project, the project site will fail the inspection.

Post-Installation Inspections

During the IN review process; Oncor will perform either a complete project inspection or an inspection of a random sample of measures using a statistically representative number of project sites. For some projects, Oncor may accept photo documentation and conduct a desk review of post equipment photos submitted by the Service Provider.

Oncor will contact the service provider and conduct a post-installation inspection of the project site after the receipt of a complete IN. The inspection shall verify the equipment specified in the FA has been installed and is operating as described in the submitted IN. For most measures, the accuracy of the equipment quantity and nameplate information is verified. For lighting measures, the measures observed during the inspection must be within ± 5% of the total demand submitted on the survey form.

Oncor reserves the right to reject any installed energy efficiency measure for any of the following reasons in its discretion:

- Poor workmanship.
- Service provider or host customer modification to the installed measure.
- Lack of UL listing.
- Measure not operating correctly.
- Measure or its installation poses a safety hazard.
- Measure or its installation poses an environmental hazard.
- Non-permissible access for verification for installed measures.
- Measure does not comply with local or state building codes or standards listed in the TRM.
- Measure does not comply with National Electric Code or National Electric Safety Code.
- Failure to comply with Oncor CSOP requirements or any applicable laws or regulations.

Failed Post-Inspections

If a project site fails an inspection, Oncor may, in its sole discretion, either (i) cancel the project, releasing all or some portion of the reserved incentive funds; or (ii) allow the service provider to take corrective action, which will require re- inspection by Oncor prior to the approval of the IN. If Oncor allows the service provider to take corrective action, the service provider shall pay for each additional inspection.

Oncor reserves the right to reject any installed measure for any reason in its sole discretion.

6 INCENTIVE PAYMENT

Incentives will be paid after the project is complete, Oncor has determined all requirements for the project and participation in the program have been met, and the SR is approved. The SR will serve as the service provider's invoice for incentive payments, and incentives will be paid to the service provider in one installment.

Actual incentive payment is contingent upon the project's verified savings and will not exceed the amount in the Reservation of Funds Agreement. Changes in the scope of a project will not be eligible for incentives after execution of the Reservation of Funds Agreement; however, Oncor may, in its sole discretion, reduce or eliminate any incentive payments specified in a Reservation of Funds Agreement based on its determination that any requirements for the project or participation in the program have not been met.

6.1 Adjustments to Incentives Following Post-Inspections

Oncor may adjust incentive payments based on findings from on-site inspections and review of project data.

After inspections are completed, all installations will be evaluated on a measure-by-measure basis to calculate an adjustment factor for energy savings and incentive payments.

In the event the service provider disagrees with the payment adjustment, the service provider may request all information be reviewed again after additional clarifying information is provided by the service provider. However, final payment adjustments will be at the sole discretion of Oncor.

7 IMPORTANT PROGRAM DATES AND DEADLINES

Project Application Submissions

The EEPM portal will begin accepting 2023 program applications on December 23, 2022 and project applications on December 23, 2022. An approved program application is required before you can begin any project applications in EEPM.

Completed Installations

Projects must be completed by November 15, 2023, to receive incentives in the current year. All projects should close on or before their completion date as indicated in EEPM.

Savings Reports

Final SRs must be submitted to Oncor no later than November 15, 2023, at 5 p.m. Central Time. An extension for your SR may be granted if requested by September 15, 2023.

Project Installation Deadline Extension Requests

The service provider must notify the Program Manager by September 15, 2023, if the project will not be completed by November 15, 2023, as that will require the project to be rolled over to the 2024 program year. If notification is not received by September 15, 2023, and the project is not completed by November 15, 2023, then Oncor may, in its sole discretion, cancel the project and declare it ineligible for any or all incentives.

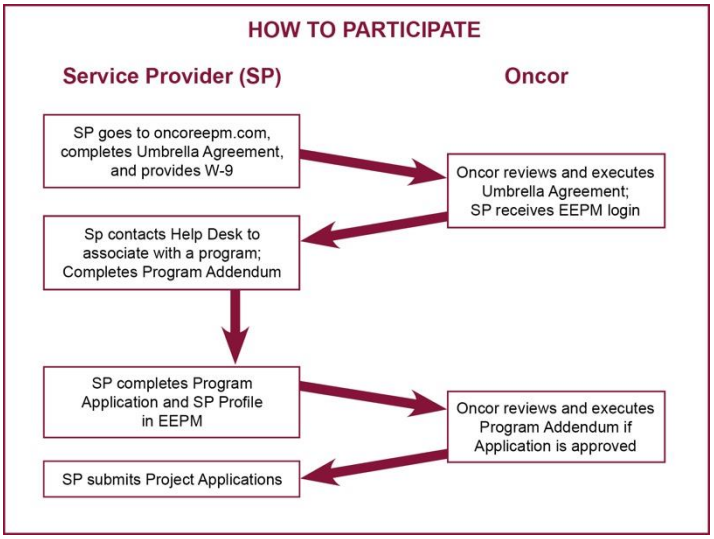
2022 Rollover Projects

A 2022 project rolled over to the 2023 program year must be completed by May 31, 2023. If the project is not completed by May 31, 2023, then Oncor may, in its sole discretion, cancel the project and declare it ineligible for any or all incentives.

8 WAITLISTED PROJECTS

Projects will be waitlisted when all program funding is reserved. As additional funding becomes available, the funds will be offered to projects on the waitlist in the order they are submitted. Should a project be waitlisted, the service provider should not proceed with the project until notified by Oncor that funding has become available, all required paperwork has been completed and the project has passed pre-inspection.

9 HOW TO PARTICIPATE



9.1 Service Provider Eligibility and Requirements

Each service provider must register in EEPM, provide documentation of required insurance, enter into the umbrella contract, apply to and be accepted to participate in the CSOP and execute the program addendum with Oncor to participate in the program. By executing the Program Addendum, Service Provider warrants and represents that it is aware of and complies with all of the Contract Documents. Service Provider also warrants and represents that it meets or exceeds all of the following qualifications:

- Evidence of possession of all applicable licenses required under state law and local building codes
- Can produce the required proof of insurance and evidence of possession of all building permits required by governing jurisdictions
- Can produce evidence that any subcontractors used carry the insurance requirements as required by Service Provider
- Service Provider warrants and represents that the Project meets all applicable federal, state, and local laws and regulatory requirements

9.1.1 Service Provider Application Criteria

Oncor requires applicants to demonstrate their financial, technical and managerial qualifications to help ensure projects will be successful in delivering the estimated demand and energy savings, and the applicant is committed to fulfilling program objectives and is competent to complete the proposed project.

Any service provider meeting the CSOP application requirements that propose to install eligible commercial energy efficiency measures at the site of an Oncor commercial customer is eligible to participate in the CSOP as a service provider. Eligible service providers may include:

- National or local energy service companies.
- Retail electric providers.
- National or local companies that provide energy-related services (e.g., contracting) or products (e.g., lighting and HVAC equipment manufacturers and distributors).
- Self-sponsors whose commercial peak demand exceeds 50 kW. Self-sponsors should contact the program manager for specific eligibility requirements.

9.1.2 Registering and Applying as a Service Provider

Step 1: Register on the Service Provider Portal

The EEPM service provider portal can be accessed at https://eepm.oncor.com . Click on "Sign Up or Learn More" at the bottom to read our agreement (also known as the umbrella contract). Then provide your company name and federal tax ID number, and click "Next" to complete and submit your application. Oncor will review your application and, upon approval, provide you with a username and password for our EEPM system.

Once you receive your login and password, log into EEPM and complete your service provider profile.

Step 2: Insurance Documentation Required

Workers compensation, general liability and automobile insurance are each required to become an approved service provider. To learn more, choose "Commercial" from the "Resources" tab and then click on "Standards and Inventory Forms Information" to access the insurance requirements at https://eepm.oncor.com .

Self-sponsors that have an investment grade credit rating received from and documented by your insurance agent may request to self-insure but will only be accepted upon review and approval by Oncor. If participant's credit rating—as determined by Fitch Ratings, Moody's or S&P Global Ratings—does not fall below BBB-, Baa3 and BBB-, respectively, the participant may elect to self-insure any of the insurance requirements. For self-sponsors electing to self-insure, Oncor will conduct a credit check annually to verify credit standings.

Step 3: Complete Program Application and Sign Program Addendum

Request association with the CSOP by contacting the EEPM help desk at 866-258-1874 or eepmsupport@oncor.com . Then, complete the program application and sign the program addendum. The service provider must provide a signed program addendum with either a wet signature or by selecting the e-signature option in EEPM which will email the form to the appropriate signers for electronic signature.

Oncor will not entertain proposed modifications to the standard offer program addendum unless unique circumstances merit and require revision at the sole discretion of Oncor. Applicants are urged to review the sample program addendum prior to submitting a project application.

Oncor will notify applicants of their application status within 10 business days of submitting the application. If Oncor approves a program application, it will execute the program addendum. Once the program application is approved by Oncor, projects can be submitted for approval via EEPM.

Program addendums are ongoing but terminable for events of default by the service provider, as well as by Oncor at will. This allows the service provider to avoid resubmitting a new program addendum each program year; however, it does require the service provider to submit updated documentation for each program year through EEPM. It is solely the responsibility of the service provider to make Oncor aware of changes required to the documentation and provide hard copies of such documentation. Failure to provide documentation may be a breach of the program addendum, which can be grounds for termination of the addendum with the service provider.

The program addendum does not in any way guarantee the service provider funding during the program year of the program addendum. The program addendum does not in any way obligate Oncor to the CSOP.

9.2 Termination of Program Addendums

Oncor may terminate any or all program addendums, in whole or in part, at any time in its sole discretion, by providing written notice of termination to the service provider. The notice of termination will specify the effective date of any termination and that the program addendum is terminated in its entirety.

In the event a program addendum is terminated by Oncor, the service provider will finish any project already commenced that cannot be discontinued without breaching the Customer Agreement. Oncor will have no obligations with respect to any contractual obligations entered into between the host customer and service provider after the service provider's receipt of Oncor's notice of termination.

In the event the program is terminated, Oncor's only liability will be to pay the service provider the unpaid balance due to the service provider for the portion of a project already commenced that cannot be discontinued without breaching the Customer Agreement.

Oncor may refuse a service provider the opportunity to complete an addendum in the CSOP for any reason in Oncor's sole discretion, including based on the service provider's prior participation in the program or any other energy efficiency program offered by Oncor or another utility sponsor. Please refer to the umbrella contract and program addendum for actual termination provisions. Please note this section is only a summary of certain terms in the umbrella contract and program addendum, and the terms of the actual umbrella contract and program addendum supersede and control over this summary in the event of any conflict.

10 PROGRAM RESOURCES

- EEPM service provider portal: https://eepm.oncor.com
- Customer website: www.takealoadofftexas.com
- EEPM Help Desk: eepmsupport@oncor.com or 866-258-1874
- EEPM Insurance: eepminsurance@oncor.com or 866-258-1874
- PUCT: www.puc.texas.gov/agency/rulesnlaws/subrules/electric/Electric.aspx
- Texas TRM: www.texasefficiency.com/index.php/emv
- Electric Reliability Council of Texas (ERCOT): www.ercot.com
- Umbrella Contract
- CSOP Program Addendum
- IA Agreement
- Customer Agreement
- Reservation of Funds Agreement
- Installation Notice Customer Certification
- Savings Report
- Insurance Requirements
- Oncor Core Values

- Measure Guidelines
- Incentive Tables