**Application for Accreditation as an Energy Master Auditor**

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| **Applicants Name**  |  |
| **Company/Employer**  |  |
| **Postal Address**  |  |
| **Telephone Number(s)**  |  |
| **Email Address** |  |

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| **Main Report - Name of Organisation of report submitted**  |
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| **Energy End-uses area *(eg Lighting, Heating)*** |
|  |
| **Contact Person(s)** | **Contact Persons Telephone (Day) Number** |
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*NB: Usually one report is sufficient however, if necessary, more than one report can be submitted to demonstrate the required minimum of three energy end uses.*

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| **Additional Report 1 - Name of Organisation of report submitted**  |
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| **Energy End-uses area *(eg Lighting, Heating)*** |
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| **Contact Person(s)** | **Contact Persons Telephone (Day) Number** |
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| **Additional Report 2 - Name of Organisation of report submitted**  |
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| **Energy End-uses area *(eg Lighting, Heating)*** |
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| **Contact Person(s)** | **Contact Persons Telephone (Day) Number** |
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| **Referee Names** | **Referees Telephone (day) Number(s)**  |
| Referee 1  |  |  |
| Referee 2  |  |  |

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|  | **Qualifications** | **Year** |
| **Provide details of Tertiary Qualifications** (qualifications obtained after leaving high school) |  |  |
| **Identify Professional Bodies of which you are currently a fully paid up member eg Engineering NZ** |  |  |
| **Identify Engineering NZ practice college or register of current competence on which you are currently listed**  |  |  |

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| **Organisation/ Employer** | **Position/Title** | **Dates (Month & Year)** | **Key activities, responsibilities, major achievements and details of projects undertaken** |
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|  | **Tick** |
| I have read and understood the level of detail shown in the sample audits on the CEP website and believe that my submissions include this level of information. | [ ]  |
| I have self-assessed my application using the assessment form on the CEP website and consider that my application meets the criteria sufficient to achieve a pass rating in each category. | [ ]  |

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| In addition to the above information and the signed declaration at the foot of the form, applicants must provide the following:1. At least one recent “Type 2: Detailed Energy Audit (‘investment grade’ for Commercial Buildings)” Energy Audit report analysing a site with significant energy usage and at least three end-uses. The report must include an explicit energy balance. NB: "Type 2" standard as defined by AS/NZS 3598:2014.1 (Commercial Buildings) “Significant energy usage” is greater than $100,000 energy expenditure per annum.
2. Provide a recent Curriculum Vitae (no older than 12 months).
3. The names and contact information for two referees with appropriate professional standing.
4. Evidence that the applicant is an associate, technical or full member of Engineering New Zealand or that the applicant appears on an equivalent register of current competence.
5. Forward completed application forms, with payment (for payment options see Section 3 of the ***Energy Master General Guidance for Applicants*** document on the CEP website Accreditation / Energy Master tabs) to:

CEPEnergy Master Accreditation Scheme PO Box 11508Manners StreetWELLINGTON 6142Applicants should note that while the CEP will endeavor to meet its target of completing an assessment within two weeks of the date that the application documents are received by the assessment team, it is quite possible that an assessment will take longer than this two week period. CEP accepts no responsibility for any effects of a longer period as may be necessary to satisfactorily complete its assessment. To ensure a successful outcome and shortest possible turnaround time applicants should read and heed the notesfor***Auditor Applicant’s Guide to Accreditation*** on the CEP website <https://cep.org.nz/energy-master/>.I declare that the Audit Report/s submitted, and the investigations leading to the respective Audit Report/s are, except as advised, my own work. *NB: This Application Form is to be read in conjunction with the Energy Master Accreditation Procedure* **APPLICANTS MUST ENSURE ALL FIELDS ARE COMPLETED IN ORDER FOR THE APPLICATION TO BE RATIFIED** |
| Applicants Signature: |  | Date: |  |

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| ***For CEP Use****:* |
| Application fully Completed: | Yes / No | Date Received: |  |