

1. Introduction and Scope

This procedure is designed to help registered Low Carbon Energy Assessors with lodging certificates and deal with common queries.

2. I am fully registered – what does this mean?

When your APEL or Qualification/Transfer application with supporting documentation is approved and you are given full registration, you will be certified to issue EPCs, DEC's or AC Reports (AC Reports are APEL application specific).

When you search your status on our website:

<https://www.cibsecertification.co.uk/Online-Register/Search-For-An-Assessor> you will show up as either:

LCEA DEC
LCEA EPC Level 3 EW&NI
LCEA EPC Level 3 and 4 EW&NI
LCEA EPC Level 5 EW&NI
LCEA Air Conditioning Inspector Level 3
LCEA Air Conditioning Inspector Level 3 and 4
LCEA EPC Level 3 Scotland
LCEA EPC Level 3 and 4 Scotland
LCEA EPC Level 5 Scotland
Section 63 Assessor Scotland

You can only then lodge the relevant certificate in the approved software that you are certified with (i.e. that you submitted a current software certificate/report for assessment).

3. When am I a fully registered LCEA to produce and lodge EPCs, DEC's or A/C Reports with the Non-Domestic Energy Performance Register?

Once you become a fully registered LCEA with CIBSE Certification you will be able to:

- Produce XML files for Lodgement through your software
- Lodge XML Files via the lodgement portal website and retrieve the non-watermarked versions of your EPCs, DEC's and A/C Reports from the lodgement portal or the Non-Domestic Energy Performance Register website <https://www.ndepcregister.com/home.html> or

<https://www.epbniregisternd.com/home.html> for lodgements in N. Ireland or

<https://www.scottishepcregister.org.uk/> for lodgements in Scotland.

A watermark-free EPC, DEC or A/C Report can only be retrieved from the Non Domestic Energy Performance Register websites or our lodgement portal only after the XML file has been lodged through our lodgement portal successfully <https://lodgement.cibsecertification.co.uk>

4. Logging-in to the lodgement portal

Only when you are a fully registered LCEA and are on the LCEA register(s) will you be able to login to the CIBSE Certification lodgement portal website: <https://lodgement.cibsecertification.co.uk>

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You will have received your login details (username and password) when you first set-up an account with CIBSE or CIBSE Certification. Your username will be one of the email addresses you have opted to use and the password can be set-up by you at any time in any of the CIBSE Certification portals. Your login details are the same for all CIBSE Certification websites.

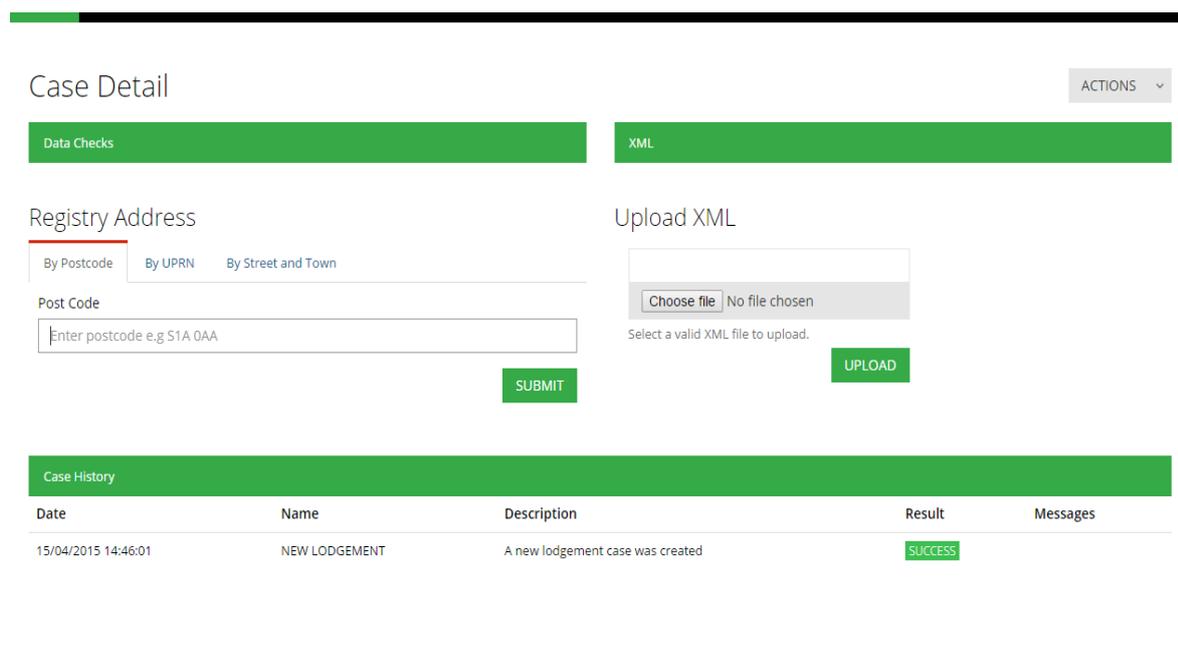
Create a new Case and Find the Property Address

Finding Your Property

- Click on the “Cases” tab and add new case by clicking on “NEW CASE” on the top right.



- Your case will be created and you will be able to see the “REGISTRY ADDRESS” search area on the left and the upload xml area on the right. The Case History is displayed below these.



- Input the postcode of the property you are assessing in the postcode search under the “REGISTRY ADDRESS” and click on Submit. You can also use the UPRN of the property if already known.

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Case Detail ACTIONS ▾

Data Checks

Registry Address

By Postcode By UPRN By Street and Town

Post Code

SUBMIT

XML

Upload XML

No file chosen

Select a valid XML file to upload.

UPLOAD

Case History

Date	Name	Description	Result	Messages
15/04/2015 14:46:01	NEW LODGEMENT	A new lodgement case was created	SUCCESS	

- After clicking Submit the lodgement portal will show a list of all the properties registered on the online register (Landmark) under this postcode.

Case Detail ACTIONS ▾

Data Checks

Registry Address

By Postcode By UPRN By Street and Town

Post Code

SUBMIT

XML

Upload XML

No file chosen

Select a valid XML file to upload.

UPLOAD

Camden Coffee House Ltd, 208 Balham High Road, LONDON SW12 9BS ▾ **SELECT**

- Camden Coffee House Ltd, 208 Balham High Road, LONDON SW12 9BS
- 208a Balham High Road, LONDON SW12 9BS
- 210 Balham High Road, LONDON SW12 9BS
- 212 Balham High Road, LONDON SW12 9BS
- Messers Winter & Bedfors, 214 Balham High Road, LONDON SW12 9BS
- 218a Balham High Road, LONDON SW12 9BS
- Flat 1, 220 Balham High Road, LONDON SW12 9BS
- Flat 2-8, 220 Balham High Road, LONDON SW12 9BS
- Cibse Services Ltd, 222 Balham High Road, LONDON SW12 9BS**
- The Parish Church of St. Mary & St. John the Divine, St. Marys Church, Balham High Road, LONDON SW12 9BS
- 208 Balham High Road,LONDON,SW12 9BS

Result	Messages
SUCCESS	

- Then select the property you are assessing. If there are any refinements to the UPRN of your property a new drop-down list will appear, please select the appropriate entry.

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Case Detail ACTIONS ▾

Data Checks XML

Registry Address Upload XML

By Postcode By UPRN By Street and Town

Post Code
SW12 9BS

Choose file No file chosen
Select a valid XML file to upload.

SUBMIT UPLOAD

Cibse Services Ltd, 222 Balham High Road, LONDON SW12 9BS SELECT

Cibse 222 Balham High Road LONDON SW12 9BS SELECT

Cibse 222 Balham High Road LONDON SW12 9BS
BUILDING 1 Cibse 222 Balham High Road LONDON SW12 9BS
BUILDING 2 Cibse 222 Balham High Road LONDON SW12 9BS
BUILDING SERVICES CENTRE Cibse 222 Balham High Road LONDON SW12 9BS
DELTA HOUSE Cibse 222 Balham High Road LONDON SW12 9BS

Date	Name	Description	Result	Messages
15/04/2015 14:46:01	NEW LODGEMENT	A new lodgement case was created	SUCCESS	

- Once you have selected the property address the details of the entry on Landmark will appear on your screen, including the UPRN, the address lines, the post town and postcode.

Case Detail ACTIONS ▾

Data Checks XML

Registry Address Upload XML

UPRN : 765393680001

Address 1 : DELTA HOUSE

Address 2 : Cibse

Address 3 : 222 Balham High Road

Address 4 :

Post Town : LONDON

Post Code : SW12 9BS

CHANGE

Choose file No file chosen
Select a valid XML file to upload.

UPLOAD

Case History

Date	Name	Description	Result	Messages
15/04/2015 14:46:01	NEW LODGEMENT	A new lodgement case was created	SUCCESS	
15/04/2015 14:57:54	CONFIRM ADDRESS	ADDRESS LOOKUP - UPRN: 765393680001 Address Line 1: DELTA HOUSE Address Line 2: Cibse Address Line 3: 222 Balham High Road Address Line 4: Post Town:	SUCCESS	

- If you need to change the property selected, simply click on the orange “CHANGE” button and repeat the procedure above.
- If the details are as you and your client want them on the reports, input the property details into your software tool exactly as you see them on the website, making sure that all the fields in your software match the fields on the website. You can copy and paste but please ensure there are no spaces.

5. Address Management (Landmark & UPRN)

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Address Management is used to:

- 5.1 Add a new address to the Commercial Register. This function called “Request New Address”, should be used in the cases where
 - a. An assessor needs a **new entry for a property that does not exist** in the register. If you look for a property in the website, using the post code search described above and there is **no result returned**, or the returned results **do not include** the property you are assessing, it means that this property is not on the register. As a result you should use the “Request New Address” function under “address management” to request for a new entry.
 - b. For **any amendments to the address lines** of any existing entries. If the address details of an existing property on the register do not match the details required by the building occupier/owner on the reports, then the “Request New Address” function should be used to request for the amendment.

In both cases, you should just enter the details of the property as you and your client want them to appear on the reports and click on the “Submit” button. A request will be sent to Landmark to add this property and the details in the register for you. They will respond to the request via email to the email address shown in your “profile”.

Request New Address

Region	<input type="text" value="England / Wales"/>
Address 1	<input type="text" value="Address 1"/>
Address 2	<input type="text" value="Address 2"/>
Address 3	<input type="text" value="Address 3"/>
Address 4	<input type="text" value="Address 4"/>
Post Town	<input type="text" value="Post Town"/>
Post Code	<input type="text" value="Post Code"/>
<input type="button" value="SUBMIT"/>	

- 5.2 To refine an existing address. This function should **ONLY** be used when the assessor needs to specify a **building part** or a **building within a site**. Effectively, this function **ONLY** allows the assessor to **add address line 1** on top of all the existing address lines 2, 3 and 4. It does **NOT** alter address lines 2, 3 and 4, this can only be achieved with the “Request New Address”, described above. In order to do a refinement, the Base UPRN (first 8 digits of the full UPRN) is required and **ONE** of the Building Part **OR** Site Building fields must be completed.

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Refine Address

	Region	England / Wales ▼
<input type="text"/>	Base UPRN	<input type="text"/>
<input type="text"/>	Building Part	<input type="text"/>
<input type="text"/>	Site Building	<input type="text"/>
<input type="text"/>	<input type="button" value="SUBMIT"/>	
<input type="text"/>		

After clicking on Submit, the result of the refinement will be demonstrated in the “History” section of the “Address Management” tab.

If the refinement was approved then you should just go back to the “Case” and look for the refinement, these are available immediately.

If the refinement was not successful, this will be indicated in the “History” along with an explanation of the error.

For UPRNs in Scotland the procedure is different as currently the online register does not provide the functions described above. Please click on the link in the “Address Management” tab shown in the screenshot below to download the template required. Then please fill in the template and email it to epcmisaddress@est.org.uk and they will process your request.



Address Management

Address management is only available for assessors in England, Wales and Northern Ireland. Information on address requests for Scotland can be found [here](#)

We need to remind you that the lodgement portal only mirrors the entries on the online register, for the benefit of our assessors. Corrections, amendments and requests for new entries are the responsibility of assessors and Landmark, CIBSE Certification has no authority or responsibility regarding the register’s entries.

6. Creating the report in the software

It is very important that you take note of the following two points when creating your report in the software and before you produce your xml file for lodgement:

7.1 Address fields

The property address information provided to you via the lodgement portal website comes directly from the Landmark Register. The lodgement portal is configured to look and check the address information entered in the EPC, DEC or ACI software (by checking the xml file you uploaded) with the address information held by the commercial register.

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The Address Fields entered in the software (included in the xml) must match the entries in the register and are case sensitive. If Address Line 1 is blank – leave it blank when inputting in your software tool. If the Address field is in CAPS – copy and paste it into the corresponding Address field in your software tool as it is in CAPS. All Address fields as you see them in the lodgement portal must be copied and pasted exactly the same into your software tool otherwise your lodgement will fail on address mismatch.

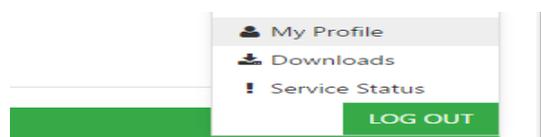
Case Detail

ACTIONS ▾

Data Checks		XML	
Registry Address CHANGE		XML Address CHANGE	
UPRN :	765393680001	UPRN :	472201590000
Address 1 :	DELTA HOUSE	Address 1 :	
Address 2 :	Cibse	Address 2 :	Premier Inn
Address 3 :	222 Balham High Road	Address 3 :	New Road
Address 4 :		Address 4 :	
Post Town :	LONDON	Post Town :	SOUTHAMPTON
Post Code :	SW12 9BS	Post Code :	SO14 0AB

7.2 Insurance details

To access your profile hover your cursor on your name at the top right of the website and select “My Profile”



In your “profile” area you should be able to see your personal details, your Qualifications, your lodgement credits and your insurance details. You will find that the approved software tool which you use to produce your reports will ask you for your Professional Indemnity Insurance (PII) details.

These details should be taken from your profile and make sure that you input them in your software tool as you see them on the lodgement portal, you can copy and paste ensuring there are no additional spaces. Do not input a pound sign £, decimals, or commas and make sure you have the right insurer name, and that your start and expiry dates are correct. If your Insurance details are incorrectly input your lodgement will fail based on this. This will be flagged up by the system when you upload your xml.

Insurance

PI Insurance Details

Insurer : ACE European Group
Valid From : 04/04/2013
Valid To : 03/04/2016
Policy Limit : £1,000,000.00
Policy Number : 12345

Insurance Check

PI Insurance Details

Insurer : Hiscox Insurance Company Limited
Valid From : 15/04/2014
Valid To : 14/04/2015
Policy Limit : 1000000
Policy Number : 1570002

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8 After creating your EPC, DEC or A/C xml file (READY TO LODGE)

Please make sure that you have sufficient lodgement credits. You can check your available lodgement credits in the “My Profile” section in the lodgement portal. If you need to purchase credits you can do this online at www.cibse.org or over the phone by contacting us on **020 8772 3681**.

After you have used the lodgement portal to input your property address into the correct fields in your software tool, and your insurance details from your lodgement portal profile, you can lodge your EPC, DEC or ACI xml through the portal.

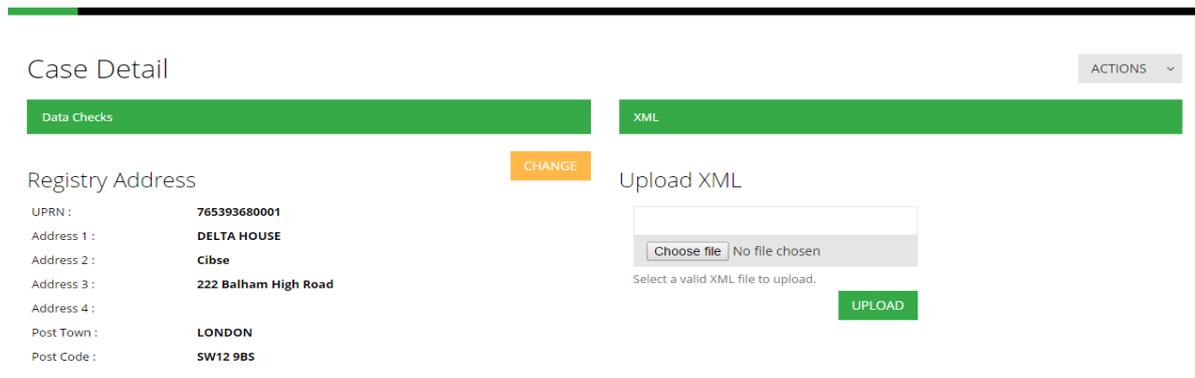
Save your files to your computer and make a note of the location of the XML file on your computer (you will need to upload this XML file into the lodgement portal).

9 Lodging your Certificate (EPC, DEC or ACI report using DCLG approved software)

Finding & Uploading the XML File

After assigning the property you are assessing under the “Registry Address”, you will need to upload the XML file.

You upload the XML by browsing the file you saved on your own computer. The facility to browse this file is in the case you created and assigned the property, under “upload XML”, called “choose file”.



Case Detail ACTIONS ▾

Data Checks **XML**

Registry Address CHANGE

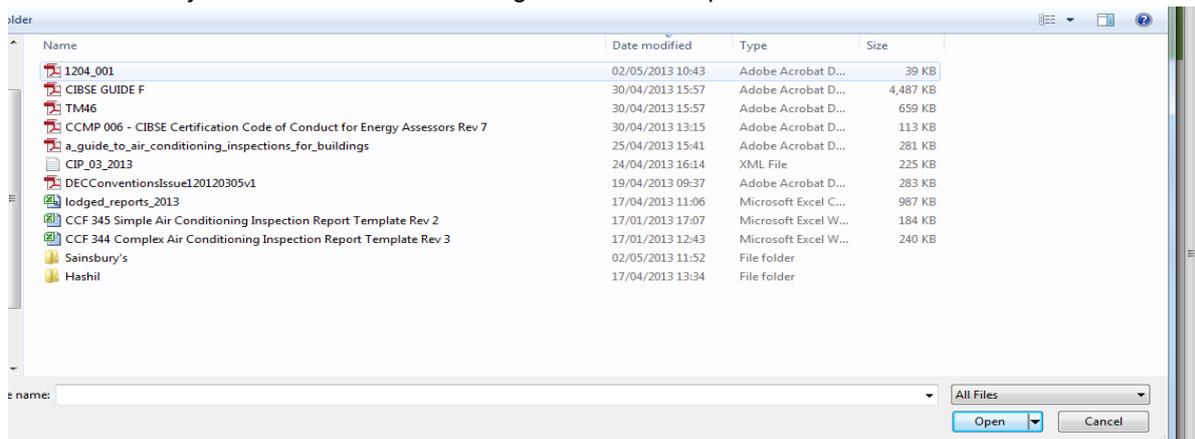
UPRN : 765393680001
 Address 1 : DELTA HOUSE
 Address 2 : Cibse
 Address 3 : 222 Balham High Road
 Address 4 :
 Post Town : LONDON
 Post Code : SW12 9BS

Upload XML

No file chosen

Select a valid XML file to upload.

- Select your XML File after browsing and click on “open”



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- Click on “Upload” and wait for a few seconds until the system checks are displayed.
- If all the checks are passed correctly, you will be presented with the questions of whether data gatherers have been used and if the building is a new-build.
- Please answer these questions by ticking the boxes and then click on the “Lodge Certificate” button.

Additional Questions

Were data gatherers used ? New build ?

Lodge Certificate

Information
The XML file has been validated and you are now able to lodge your certificate.
By clicking 'LODGE CERTIFICATE' I confirm that I have read and understood the [terms and conditions](#)
LODGE CERTIFICATE

Your Certificate is immediately registered with Landmark.

10 Validation checks before the lodgement and from Landmark

Before the option to lodge is presented in the system as shown in the screenshot above, the XML file uploaded is checked for the accuracy of the details included, as required under the rules set by DCLG.

The lodgement portal checks the following:

- address details against the selected Landmark entry

Case Detail

ACTIONS ▾

Data Checks	XML
<p>Registry Address CHANGE</p> <p>UPRN : 264736610000</p> <p>Address 1 :</p> <p>Address 2 : 44, Dublin Road</p> <p>Address 3 :</p> <p>Address 4 :</p> <p>Post Town : BELFAST</p> <p>Post Code : BT2 7HN</p>	<p>XML Address CHANGE</p> <p>UPRN : 404176190000</p> <p>Address 1 :</p> <p>Address 2 : Cibse Services Ltd</p> <p>Address 3 : 222 Balham High Road</p> <p>Address 4 :</p> <p>Post Town : LONDON</p> <p>Post Code : SW12 9BS</p>

- the LCEA number in the XML

EA Profile

You are able to lodge for the following assessors: **LCEA131944**

Profile Check

You are attempting to lodge for assessor **LCEA027734**

- the PI Insurance details against the details in the Profile and the validity of the PL Insurance

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Insurance

PI Insurance Details

Insurer : ACE European Group
Valid From : 04/04/2013
Valid To : 03/04/2016
Policy Limit : £1,000,000.00
Policy Number : 12345

PL Insurance Details

Insurer : ACE European Group
Valid From : 04/04/2013
Valid To : 03/04/2016
Policy Limit : £1000000.00
Policy Number : 12345

Insurance Check

PI Insurance Details

Insurer : ABC Limited
Valid From : 27/06/2014
Valid To : 27/06/2015
Policy Limit : 4000000
Policy Number : ABC123456846

The PL Insurance is within the date range

- the appropriate Qualifications

Qualifications

LCEA Fully Qualified Air Conditioning Level 3 and 4 Does not expire
LCEA Fully Qualified DEC 24/10/2015
LCEA Fully Qualified EPC 3 and 4 Scotland 25/02/2016
LCEA Fully Qualified EPC 5 Scotland 17/06/2016
LCEA Fully Qualified EPC Level 3 and 4 EW&NI 24/10/2015
LCEA Fully Qualified EPC Level 5 EW&NI 24/10/2015

Qualifications Check

You have the required qualifications to lodge report type EPC

- and the available lodgement credits

Lodgement Credits

Credits available : 0

BUY CREDITS

As shown in the screenshots above, the system highlights the elements that are not matching and the user should amend the entries in the software and re-produce the XML with the corrections required. Once all the checks are passed successfully the “Lodge Certificate” option is presented.

Lodge Certificate

Information

The XML file has been validated and you are now able to lodge your certificate.

By clicking 'LODGE CERTIFICATE' I confirm that I have read and understood the [terms and conditions](#)

LODGE CERTIFICATE

There are a series of checks completed by the online register (Landmark) as well once you click “Lodge Certificate” in the lodgement portal. In some cases the lodgement may be rejected by Landmark if one of the checks fails. In this instance, it is useful to check the “Case History” section at the bottom of the page.

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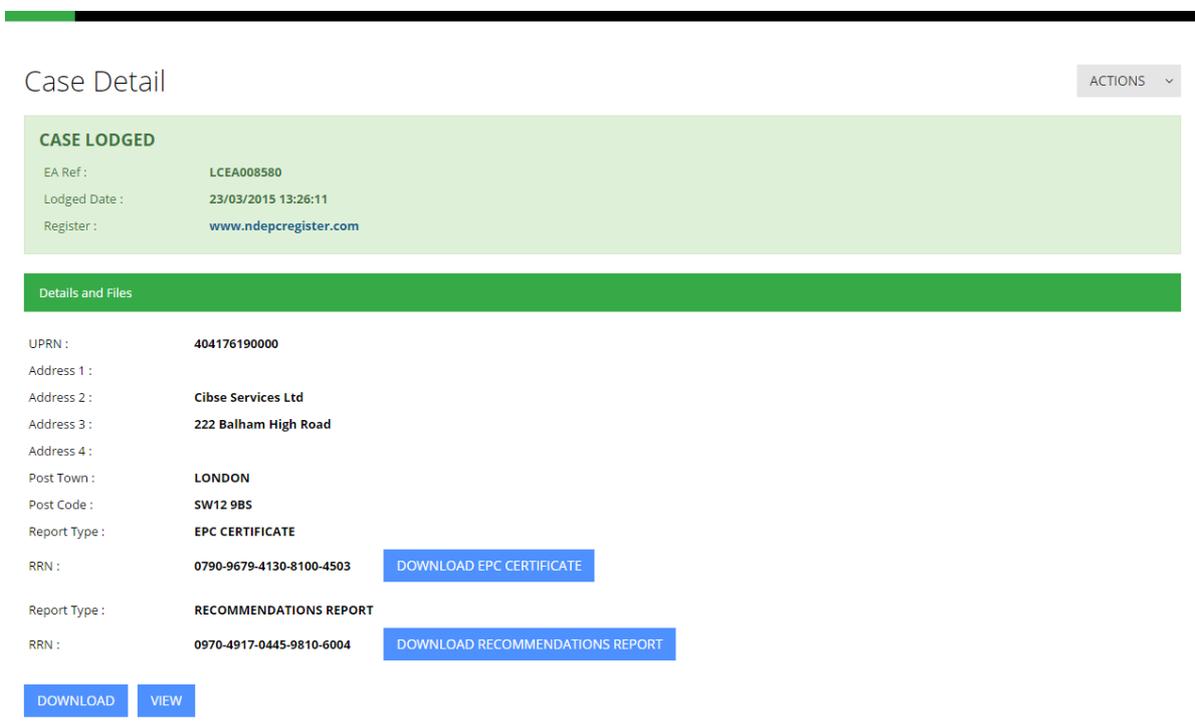
16/04/2015 13:45:04	UPLOAD XML	A new XML file was successfully uploaded.	SUCCESS	
16/04/2015 13:45:04	VALIDATE CASE	The case has not passed validation and cannot be lodged.	FAILURE	Messages
16/04/2015 13:46:05	UPLOAD XML	A new XML file was successfully uploaded.	SUCCESS	
16/04/2015 13:46:05	VALIDATE CASE	The case has not passed validation and cannot be lodged.	FAILURE	Messages

You should be able to identify the issue by checking the entries in the history and checking the latest “failure” by clicking the “Messages” option on the right. An explanation of the error should be displayed to assist you with any correcting actions required.

If it is difficult to identify the problem, please email CIBSE Certification at epc@cibsecertification.org and we will be happy to assist.

11 Retrieving a non-watermarked EPC, DEC or ACIR after a successful lodgement from Landmark

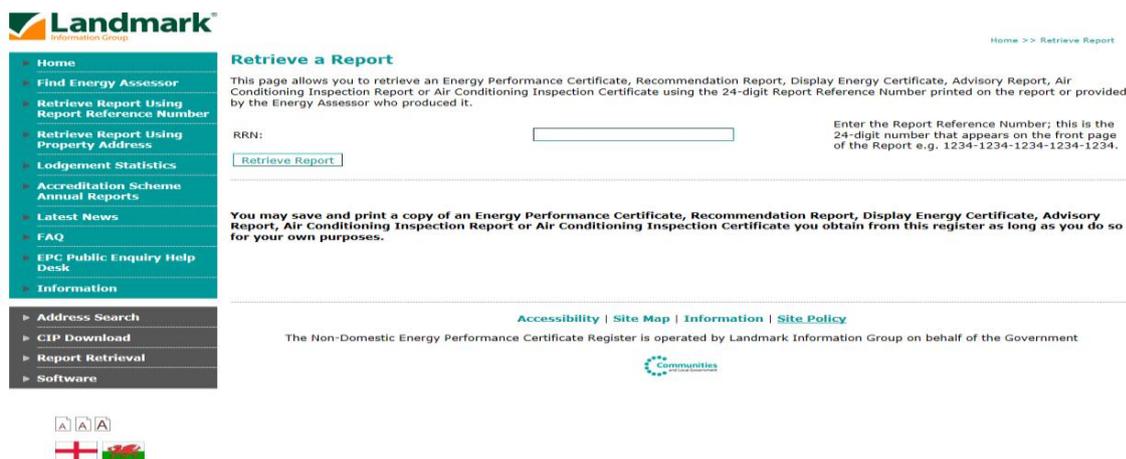
11.1 After a certificate is successfully lodged, the “Case Detail” will demonstrate this as shown in the screenshot below



There are effectively two ways to retrieve the non-watermarked reports:

- By clicking on the “Download Certificate” and “Download Report” options of the cases. These will download the non-watermarked PDFs directly from the register to your computer.
- By clicking on the Register link, under the lodgement date and retrieving the PDFs from the register using the RRN numbers shown in the lodgement case page.

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Landmark
Information Group

Home >> Retrieve Report

Retrieve a Report

This page allows you to retrieve an Energy Performance Certificate, Recommendation Report, Display Energy Certificate, Advisory Report, Air Conditioning Inspection Report or Air Conditioning Inspection Certificate using the 24-digit Report Reference Number printed on the report or provided by the Energy Assessor who produced it.

RRN:

Retrieve Report

Enter the Report Reference Number; this is the 24-digit number that appears on the front page of the Report e.g. 1234-1234-1234-1234-1234.

You may save and print a copy of an Energy Performance Certificate, Recommendation Report, Display Energy Certificate, Advisory Report, Air Conditioning Inspection Report or Air Conditioning Inspection Certificate you obtain from this register as long as you do so for your own purposes.

Accessibility | Site Map | Information | Site Policy

The Non-Domestic Energy Performance Certificate Register is operated by Landmark Information Group on behalf of the Government

Communities

Accessibility icons: A A A

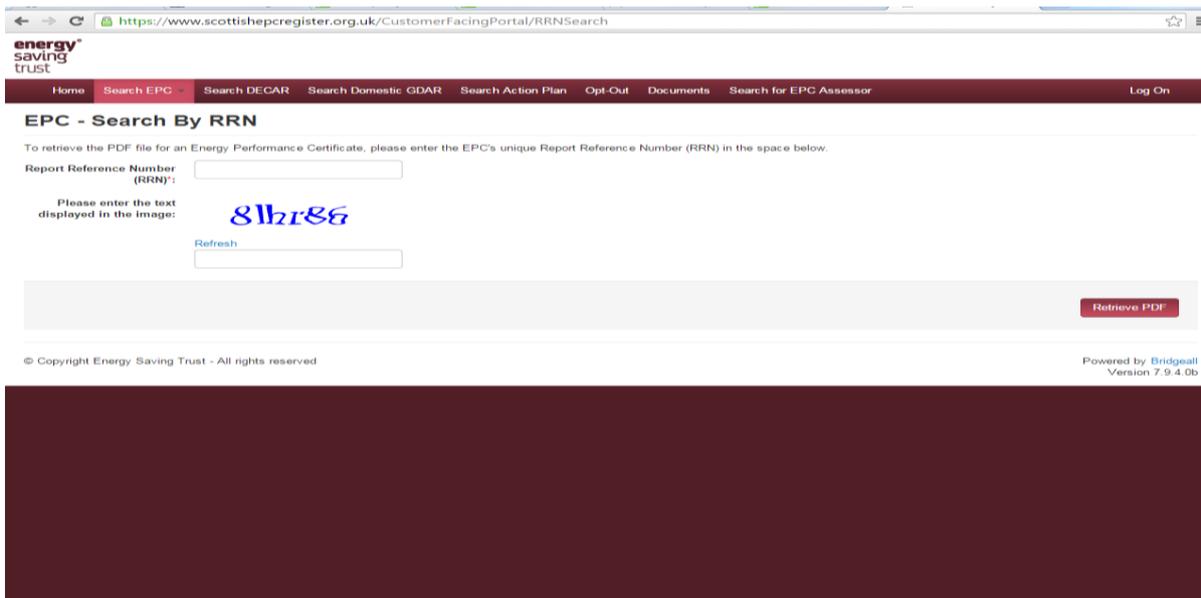
Flags: UK, Scotland

12 Retrieving a non-watermarked EPC for Scottish properties

Similarly to the above you have the same two options in retrieving the non-watermarked PDFs of the reports.

12.1 By clicking on the “Download Certificate” and “Download Report” options of the cases. These will download the non-watermarked PDFs directly from the register to your computer.

12.2 By clicking on the register link, under the lodgement date and retrieving the PDFs from the register using the RRN numbers shown in the lodgement case page.



energy saving trust

Home Search EPC Search DECAR Search Domestic GDAR Search Action Plan Opt-Out Documents Search for EPC Assessor Log On

EPC - Search By RRN

To retrieve the PDF file for an Energy Performance Certificate, please enter the EPC's unique Report Reference Number (RRN) in the space below.

Report Reference Number (RRN):

Please enter the text displayed in the image:



Refresh

Retrieve PDF

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Version 7.9.4.0b

13 Cancelling a lodged certificate

The online register and all procedures are structured by DCLG and does not allow for any amendments in a lodged Certificate.

The only way to introduce corrections for errors identified is to cancel the one incorrectly lodged and re-lodge a corrected Certificate.

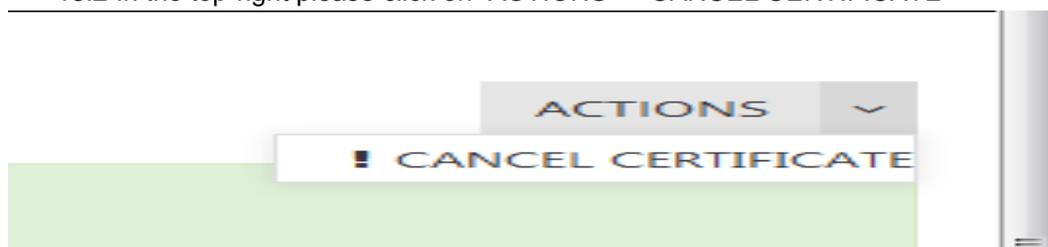
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The cancellation is only really required for good record keeping. According to the guidance from DCLG, the most recently lodged Certificate is the valid one in any case and supersedes all previous lodged Certificates. As a result, simply re-lodging the Certificate rectifies any problems, however, as the Certificates are accessible by the public on the online register, it is good practice to cancel those that are incorrect to avoid any confusion.

13.1. In order to cancel a certificate you should access the case by clicking on “VIEW”



13.2 In the top-right please click on “ACTIONS”->”CANCEL CERTIFICATE”



13.3 Please complete the form with the details of this case you would like to cancel and click on “REQUEST CANCELLATION”. A request will be sent to CIBSE Certification and the case will be cancelled if all details are correct.

Request Case Cancellation ✕

In order to request a case cancellation you must complete the notes section below and then submit this form. If you are an assessor, the request will go to an administrator to process.

LCEA No
 e.g LCEAXXXXXX

Lodgement RRN
 e.g XXXX-XXXX-XXXX-XXXX-XXXX-XXXX

Region of the lodgement

Lodgement date
 e.g dd/mm/yy

Certificate type

Reason of cancellation

14 Other useful areas in the lodgement portal

- Profile

As mentioned above in this document, the profile area displays all the details of the assessor logged in to the lodgement portal. These include address and contact details, insurance details, details of lodgement credits, Qualifications and Secondary profiles.

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In the process of lodging a report, the profile is really important as the PI Insurance details should be copied from this area into the approved software.

- **Downloads**

The Downloads area contains some useful information and files required by assessors in certain circumstances.

Documents available:

1. Lodgement Quick Start Guide CCP113 (this document)
2. QA Quick Start Guide; the QA portal manual
3. Registry (Landmark) Digital Certificates; required to access the 'Authorised Users' area of Landmark
4. Guide to Installing Registry (Landmark) Digital Certificate; Effectively a guide of number 3 above
5. Current Central Information Point (CIP)
6. LCEA Marketing Toolkit (for EPC/DEC assessors only)
7. ACI Marketing Toolkit (for AC Inspectors only)
8. LCC Marketing Toolkit (for LCC Design/Operation/Simulation only)
9. CIBSE Energy Assessors SCOTLAND Marketing Toolkit (only for EPC assessors registered in Scotland)
10. Scotland CIP File

Downloads

Title	Description	Download
Lodgement Quick Start Guide	LCEA guidance notes for website.	DOWNLOAD
QA Quick Start Guide	A manual for LCEAs that provides instructions for CIBSE's QA process.	DOWNLOAD
Registry (Landmark) Digital Certificate	The current Landmark digital certificates for England and Wales and Northern Ireland are available below. The certificates provide access to otherwise restricted areas of the Landmark Register. The download is a zip file of a folder containing the certificates and a text file containing the certificate passwords.	DOWNLOAD
Guide to Installing Registry (Landmark) Digital Certificate	LCEA guidance notes on downloading and installing the Landmark Digital Certificate.	DOWNLOAD
Current Central Information Point (CIP)	CIP: The latest version of the Central Information Point (CIP). The CIP holds information used by the Operational Rating calculation software and the Advisory Report generation software.	DOWNLOAD
LCEA Marketing Toolkit		DOWNLOAD
ACI's Marketing Toolkit		DOWNLOAD
LCC Marketing Toolkit		DOWNLOAD
CIBSE Energy Assessors SCOTLAND Toolkit		DOWNLOAD

- **Service Status**

The Service Status area allows the assessor to check whether a register service is online and lodgements are processed and accepted by each particular online register

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Service Status

CIBSE Membership Service

The CIBSE database is online and operational.

England / Wales Address Service Status

The England / Wales LIVE Address Service is online and operational.

Northern Ireland Address Service Status

The Northern Ireland LIVE Address Service is online and operational.

Scotland Address Service Status

The Scotland LIVE Address Service is online and operational.

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USEFUL CONTACTS

CIBSE CERTIFICATION

Email: epc@cibsecertification.org

Telephone: 020 8772 3649

Lodgement Queries: epc@cibsecertification.org

CIBSE Certification website: <https://www.cibsecertification.co.uk/>

Purchase of Lodgement Credits

Kerstin Egger

Email: epc@cibsecertification.org

Telephone: 020 8772 3681

CIBSE TRAINING

Email: training@cibse.org

Telephone: 020 8772 3660

CIBSE MEMBERSHIP

Email: membership@cibse.org

Telephone: 020 8772 3650

DEPARTMENT OF COMMUNITIES AND LOCAL GOVERNMENT (DCLG)

Write to:

2 Marsham Street

London

SW1P 4DF

For more information on the Energy Performance of Buildings Directive visit:

Website: <http://www.communities.gov.uk/epbd>

SCOTLAND BUILDING STANDARDS DIVISION (SBSD)

Write to:

Directorate for the Built Environment

Scottish Government

Denholm House

Livingston

EH54 6GA

<http://www.gov.scot/Topics/Built-Environment/Building/Building-standards>

EPCs (iSBEM – BRE)

<http://www.uk-ncm.org.uk/>

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