EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR ENERGY
DIRECTORATE-GENERAL FOR CLIMATE ACTION

Reporting Guidelines Dataflow 18 to 20: Energy poverty and just transition

under Regulation (EU) 2018/1999 on Governance of the Energy Union and Climate Action
Implementing Regulation 2022/2299
Annex 18 to 20

Prepared by the European Commission and European Environment Agency, with support from the European Topic Centre on Climate change Mitigation and Energy.

Version 1.0 – 03/02/2023

European Environment Agency

CONTENTS

1. Introduction

1.1. This document

From 2023, reporting on energy poverty and just transition is part of the national energy and climate progress reports (Article 17) under Regulation (EU) 2018/1999 on the Governance of the Energy Union and Climate Action.

This document provides both technical and thematic guidance for the relevant reporting obligation and the use if the e-platform. The purpose of the guidelines is to support Member States in reporting this information by outlining:pre

- How to utilise the reporting platform
- Background information and examples for the information required,
  - *Technical guidelines* – facilitating how to report.
  - *Thematic guidelines* – facilitating what to report
- Information on finalising reporting,
- The quality checks carried out.

Ultimately, the goal is to improve the quality of the information reported by Member States and disseminated through the e-platform, by making it more timely, transparent, complete, consistent, comparable, coherent and accurate.

These reporting guidelines have been prepared by the European Commission, the EEA and its ETC/CME to provide guidance and support to the Member States for this transition to the new reporting obligation and reporting tool.

Some additional and background information is annexed to this document:

- Annex 1: reporting roles

1.2. Legal background

According to Article 17(1) of the Regulation (EU) 2018/1999 (Governance Regulation), by 15 March 2023, and every two years thereafter, each Member State shall report to the Commission on the status of implementation of its integrated national energy and climate plan (NECP) by means of an integrated national energy and climate progress report (NECPR) covering all five dimensions of the Energy Union.

The recently adopted Commission Implementing Regulation (EU) 2022/2299 'Laying down rules for the application of Regulation (EU) 2018/1999 of the European Parliament and of the Council as regards the structure, format, technical details and process for the integrated national energy and climate progress identifies all the reporting requirements within 23 Annexes.

1.3. Overall process of reporting

Each Member State shall submit their NECPR by 15 March 2023, and every two years thereafter.

The NECPR will be submitted through the e-platform established by the Commission[1]. Different elements of the progress reporting will be submitted through one of the following systems: Reportnet 3 and ReportENER.

This reporting obligation will be reported in ReportENER: https://ec.europa.eu/energy-climate-plans-reporting/ePlatform/reportENER/screen/home

1.4. Pre-filling, post-filling, pre-loading

1.4.1. Colour-coding

The Implementing Regulation uses colour-coding for the fields in each table. The below table indicates the meaning of the different colours.

Descriptive text (white/or light grey	Text describing the purpose of the table / fields (not to be filled by MS)
N/A	Not applicable (not to be filled by MS)
To be filled in by MS	Information to be completed by MS: can be mandatory (if applicable/available) or voluntary
Pre-filling	Information that is already provided by the MS to the Commission through another reporting exercise that finishes substantially before the deadline for the progress report, and if complete, fully covers the requirements of the NECPR, or that is determined by EU legislation. Therefore, MS will not submit the information again as part of the NECPR. Data cannot be altered in the progress reporting, but through the primary process established for the source data. **ReportNet specific** Prefilled data will not appear directly in a reporting system, however, information on prefilled data will be accessible in the relevant export templates.
Post-filling	Information that is already provided by the MS to the Commission through another reporting exercise, ongoing in parallel to the progress reporting, and if complete, fully covers the requirements of the NECPR. Therefore, MS will not submit the information again as part of the NECPR. Data cannot be altered in the progress reporting, but through the primary process established for the source data. **ReportNet specific** Post-filled data will not appear directly in a reporting system, however, information on where post-filled data is supposed to be provided will be visible in the relevant export templates.

[1] Article 28 of the Regulation (EU)2018/1999 on the Governance of the Energy Union and the Climate change. E-platform available at: Reporting system for EU countries | European Commission (europa.eu).

	Once the QA/QC process is completed for the other reporting exercise, data will be stored and accessed together as one cohesive set of data.
Pre-loading	Information that is already collected by the Commission from the past exercises or provided to the Commission through another source, but does not fully cover the requirements of the NECPR. Information can be pre-loaded in the relevant template. Data will be checked, completed and commented by the Member States, where applicable. Example: Policies and measures relevant to greenhouse gas emissions reported in 2021 pursuant to Article 18 of the Governance Regulation are already in the database of Reportnet 3, and reporters will be able to update them.
Automatically calculated	Fields automatically calculated based on other fields.

1.4.2. *The process for pre-filling, pre-loading and post-filling of data*

The following tables of this dataflow rely (partially) on data that is either pre-filled, post-filled or pre-loaded.

Table	**Type of filling**	**Source(s) of data**
Annex 19, table 2	Pre-filling	Energy statistics - prices of natural gas and electricity European union statistics on income and living conditions

In the paragraphs below, the process for integrating this data in the progress report is described.

1.4.2.1.Energy statistics - prices of natural gas and electricity

The obligations for reporting natural gas and electricity price statistics for household and non-household customers are laid down in Regulation (EU) 2016/1952. The latest version of electricity and natural gas consumer prices questionnaires that should be used for official data transmissions and accompanying reporting instructions can be found at: Prices - Energy - Eurostat (europa.eu)

The Commission plans to pre-fill relevant tables in the e-platform in February in the year the NECPR is due (year X, first reporting in 2023), with data that were disseminated by Eurostat by the end of January in year X. In general, this means data in the electricity and natural gas consumer prices collection with mandatory reporting deadlines by the end of September (first semester, year X-1). To enable pre-filling, reporting countries need to respect mandatory deadlines and ensure high quality of reported statistics, with no gaps and no errors in the reported data.

Data cannot be altered in the progress reporting, but through the primary process established for the source data.

If the data is submitted by the Member State through the primary process, the reporting obligation under Article 17 will also be considered fulfilled.

1.4.2.2. European union statistics on income and living conditions

The European Statistics on Income and Living Conditions (EU-SILC) is an annual survey dealing with multiple domains, in particular on income distribution, poverty and social exclusion as well as on various topics related to living conditions. Since 2021, Regulation (EU) 2019/1700 of the European Parliament and of the Council, known as the Integrated European Social Statistics –forms the legal basis for European statistics relating to persons and households, based on data at individual level collected from samples. According to the legislation in force the countries should submit the EU-SILC microdata to Eurostat for year N at latest by end of February year N+1 (derogations in place for some countries till 2023 data collection year)[2]. Eurostat publishes the indicators after the data are validated[3].

The Commission plans to pre-fill relevant tables in the e-platform in February in the year the NECPR is due (year X, first reporting in 2023), with data that were disseminated by Eurostat by the end of January in year X. In general this means data collections in the energy domain with mandatory reporting deadlines by the end of November (year X-1). To enable pre-filling, reporting countries need to respect mandatory deadlines and ensure high quality of reported statistics, with no gaps and no errors in the reported data.

Data cannot be altered in the progress reporting, but through the primary process established for the source data.

If the data is submitted by the Member State through the primary process, the reporting obligation under Article 17 will also be considered fulfilled.

1.5. Dynamic references to years

Many tables in the annexes to the Implementing Regulation make dynamic references to years, which depend on the year of reporting.

The table below summarizes the dynamic references used in the annexes, and the years they refer to in the first two reporting exercises in 2023 and 2025.

Note: in the e-platform, the years themselves, rather than the dynamic references will be displayed.

For the first reporting cycle in 2023, X-3 (i.e., 2020) reporting is not required but can be included by MS, where available and applicable.

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[2] https://ec.europa.eu/eurostat/web/income-and-living-conditions/legislation

[3] Inability to keep home adequately warm: Statistics | Eurostat (europa.eu); Arrears (mortgage or rent, utility bills or hire purchase) Statistics: | Eurostat (europsa.eu)

Dynamic reference	Respective year in first reporting (2023)	Respective year in second reporting (2025)
X	2023	2025
X-1	2022	2024
X-2	2021	2023
X-3	2020	2022
t	2025	2030
t+5	2030	2035
t+10	2035	2040
t+15	2040	2045
t+20	2045	2050
t+25	2050	2055

2. REPORTENER

2.1. Intro

The Governance Regulation specifies in Article 28 that the e-platform should be used for reporting on all dimensions of the Energy Union by Member States and the Commission, assisted by the European Environment Agency.

The e-platform consists of different elements, notably “ReportNet 3: and “ReportENER”. For the dataflows described in this document, ReportENER is used.

2.2. Getting access to ReportENER

ReportENER uses the EU Login account for user authentication. An EU Login account must be acquired prior to accessing ReporENER.

Please refer to the separate ReportENER account creation guideline for the process description.

NOTE: EU Login is associated with an e-mail. If the users uses different e-mail addresses and creates another EU Login account associated with the new e-mail, a new ReportENER request would need to be raised and all authorization privileges granted to the old account would not apply).

In such a case a user should update the e-mail associated with the EU Login account. ReportENER should detect e-mail change and adjust ReportENER user account after user confirmation for the changed e-mail.

2.3. Dataflow overview

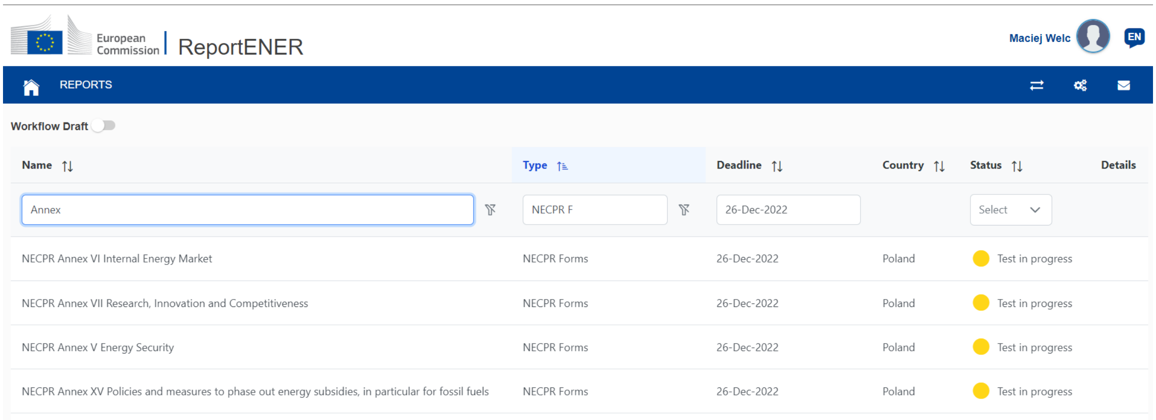
In ReportENER a dataflow represents a single occurrence of a reporting obligation (that may be repeating) for a specific Member State. The scope of information to be reported within a dataflow depends on how the reporting obligation is decomposed and configured. In the case of complex reporting there may be a reporting campaign that binds together and includes a set of sub-reports.

Example: The NECPR is based on an implementing regulation that has 23 annexes that requires Member States to report every two years. ReportENER supports reporting for 11 of them and the dataflows are *configured that way – 1 per annex. They are brought together in a reporting campaign that binds the 11 dataflows.*

The dataflows are listed under the "Reports" menu item and can be accessed by an authorized user when double clicking the name.

If there are too many reports visible, they can be filtered with use of obligation name, type or deadline.

Example: 2023 NECPR dataflows are of the type "Energy & Climate Progress" with the deadline on 15 March 2023 and the name following the pattern "NECPR Annex …"

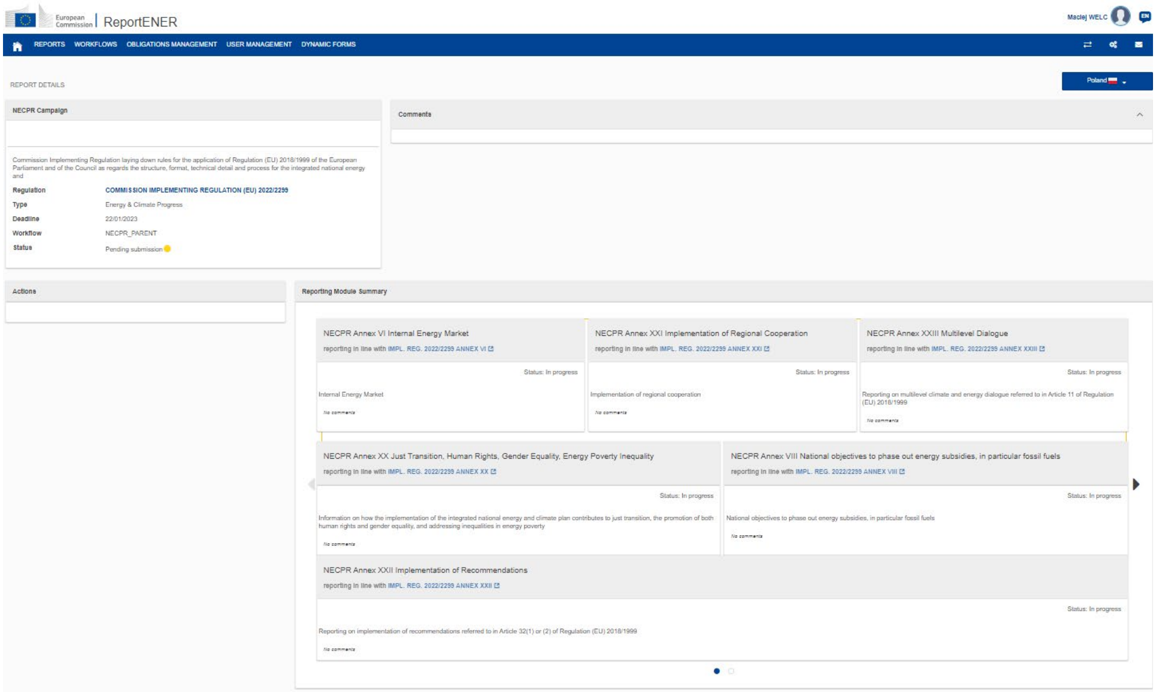


The dataflow's accessibility and editability depends on:

- the date[1] – there is a time window (e.g. a month) prior to the reporting obligation deadline when the report can be edited;
- the user authorization – a reporting obligation's workflow configuration defines what user roles need to be granted to enable a user to view/edit a report;
- the workflow step (aka status) – a reporting obligation configuration's workflow defines user role access level (e.g. read-only/write) for each status (e.g. user role may be authorized to edit a report in the DRAFT status but read-only in the IN REVIEW status)
- the sensitivity – to access reports containing Sensitive Non-Classified data, in addition to the user role defined in a workflow, the user needs to be a member of the group indicated in the reporting obligation configuration.

A campaign can also be accessed from the "Reports" menu. The dataflows can be also accessed from within a campaign where they are listed. In such a case the selected dataflow will be opened in a new browser tab for convenience.

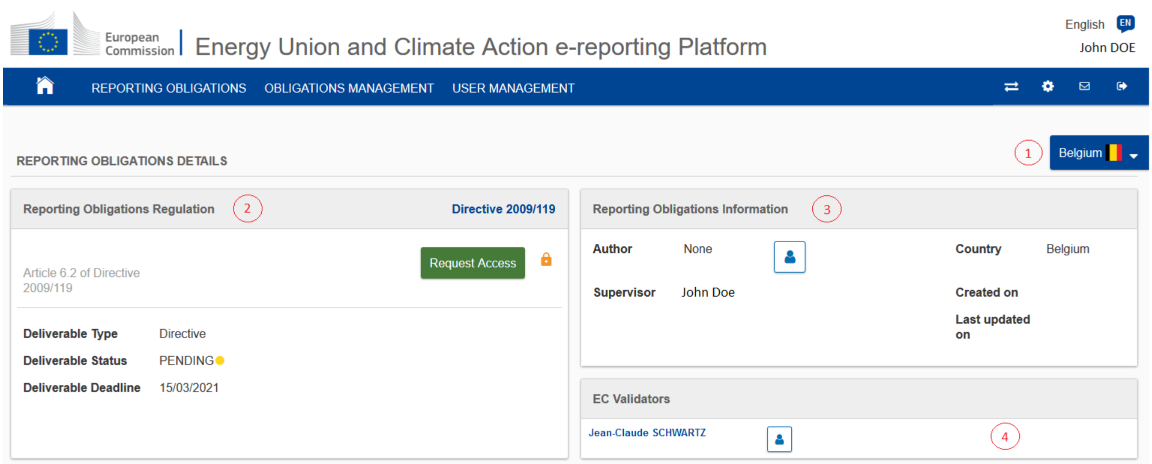
Example: 2023 NECPR Campaign is the report of the "Energy & Climate Progress" with the deadline on the March the 15th 2023 named "NECPR Campaign"



2.4. Report Details

When the user accesses a dataflow then its reporting page is displayed. Its layout and details may differ between different reporting obligations. Nevertheless, it contains sections and elements that can be distinguished:

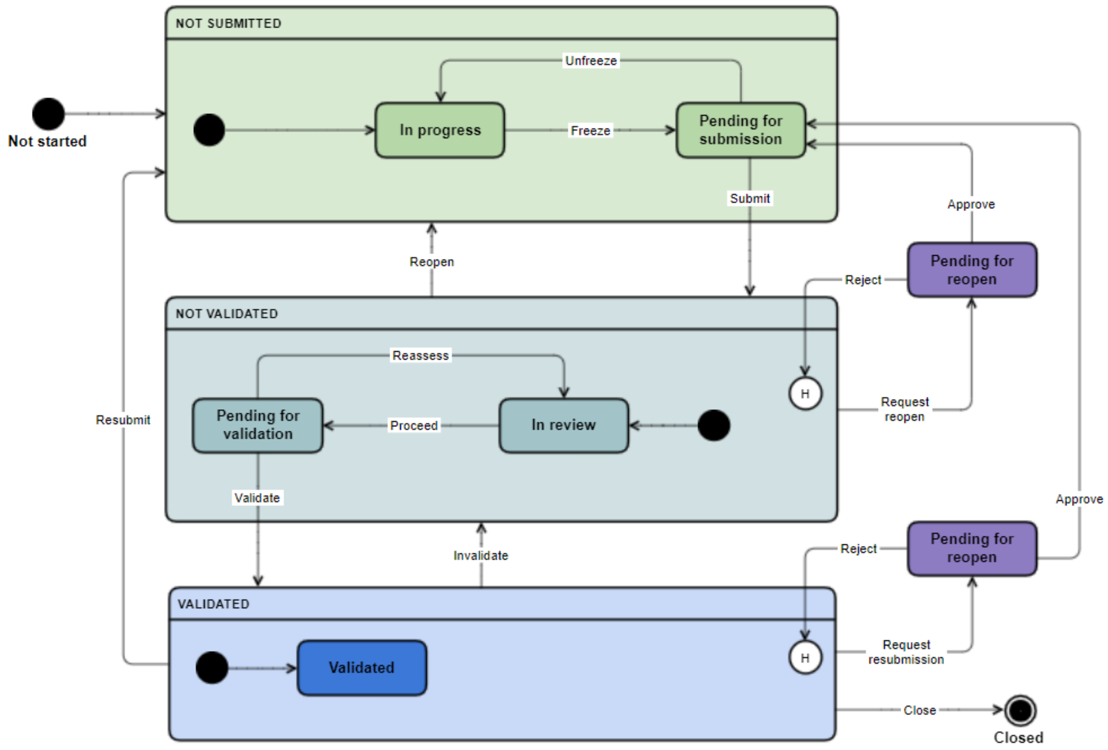
1. country selection that enables an authorized user to change the reporting context from one country to the another (see section 1.6),
2. reporting obligation information (e.g. type, deliverable status, deadline),
3. reporting participants and communication (e.g. comments),
4. report actions enabling user to fire workflow transitions (i.e. change status) or perform actions specific to current workflow step,
5. report data section customized for specific reporting obligation data collection (e.g. a file upload form, a web form, a table using a web form to be populated with records) – this is the place where reporters provide information to be reported.



2.5. Organizing the reporting network

Each dataflow is processed in accordance with a preconfigured workflow (which may be to some point customized for specific country work delegation needs – but can't be changed once report is started) and User Roles (to define workflow step read/write access level and user privileges) as requested by reporting obligation business manager.

Example: User Roles and standard workflow for NECPR



Workflow Role	Role Purpose	Required Request Approvals
MS Lead Reporter for Annex <annex number>	MS reporting participant who is authorized to submit a specific Annex report to EC	Either other Lead Reporter for Annex <annex number> from user's country or EC Coordinator
MS Supporting Reporter for Annex <annex number>	MS specific annex reporting participant who is not authorized to submit a report to EC	Either Lead Reporter for Annex <annex number> from user's country or EC Coordinator
MS Viewer for Annex <annex number>	User authorized to view a specific annex report	Either other Lead Reporter for Annex <annex number> from user's country or EC Coordinator
External Reviewer	External reviewer (e.g. consultant working on Commission's behalf or auditor)	EC Coordinator

EC Reviewer	EC subject matter expert performing assessment	EC Coordinator
EC Data Steward	NECPR data steward	EC Coordinator
EC Coordinator	NECPR processing coordinator	Business Manager
NECPR Admin	Support team member	Product Owner or Development Team Coordinator

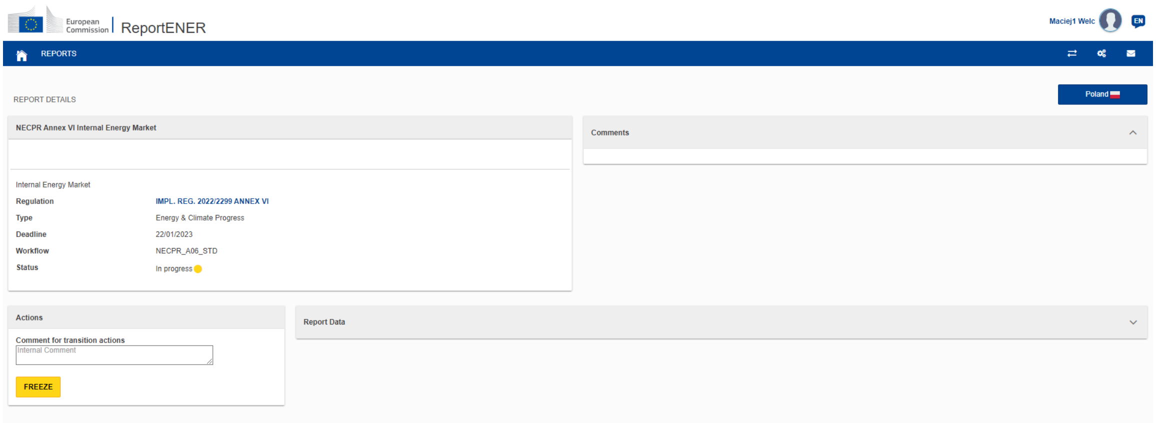
2.6. Technical details of reporting

2.6.1. Dataflow layout

The reporting dataflow layout is composed with sections:

1) the dataflow information (e.g. deadline, link to underlying regulation),
2) the workflow transition comments (e.g. for submission or reopening)
3) the actions (e.g. to trigger workflow transition),
4) the report data (i.e. the content being reported).

If the user is authorized there is also the country selector that allows user to switch to the other country report for the same obligation and deadline.

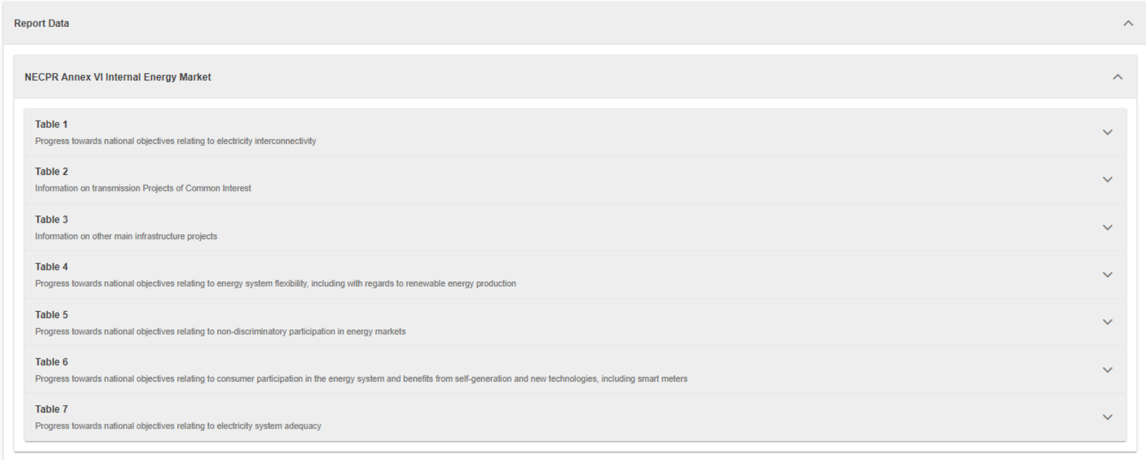


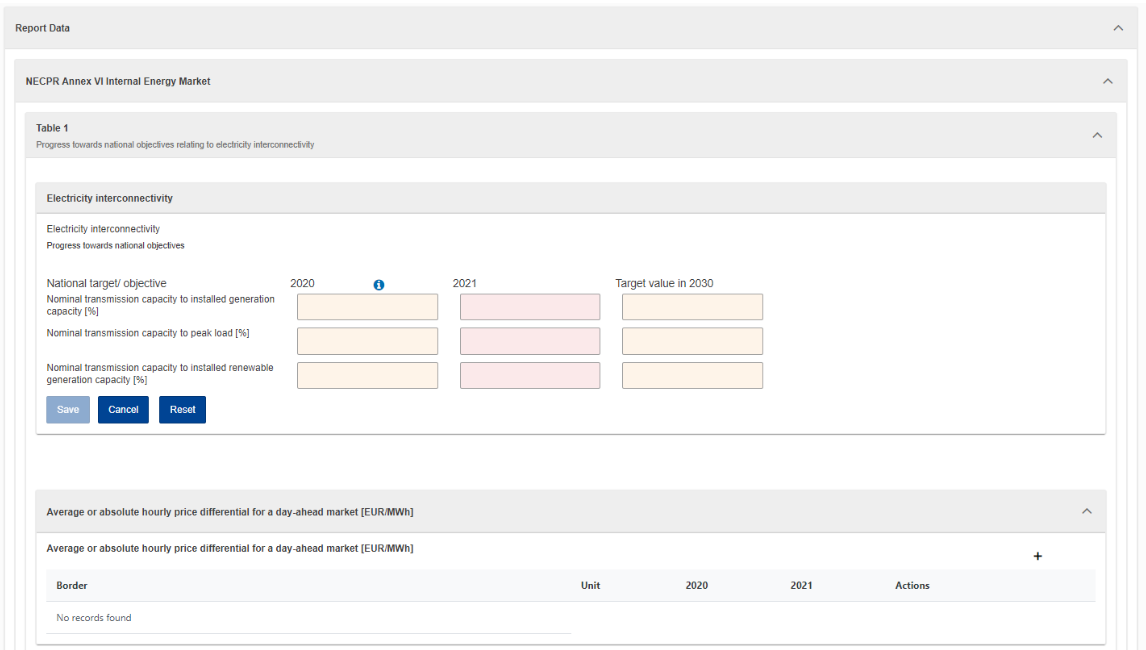
2.6.2. Report data collection with web forms

2.6.2.1. Report data section composition

The report data section can be composed with one or more reports. Each report include sections that aggregate one or more web forms.

Example: The "NECPR Annex VI Internal Energy Market" consists of 7 sections. The "Table 1" section contains the "Electricity interconnectivity" form and "Average or absolute hourly price differential for a day-ahead market [EUR/MWh]" form table.

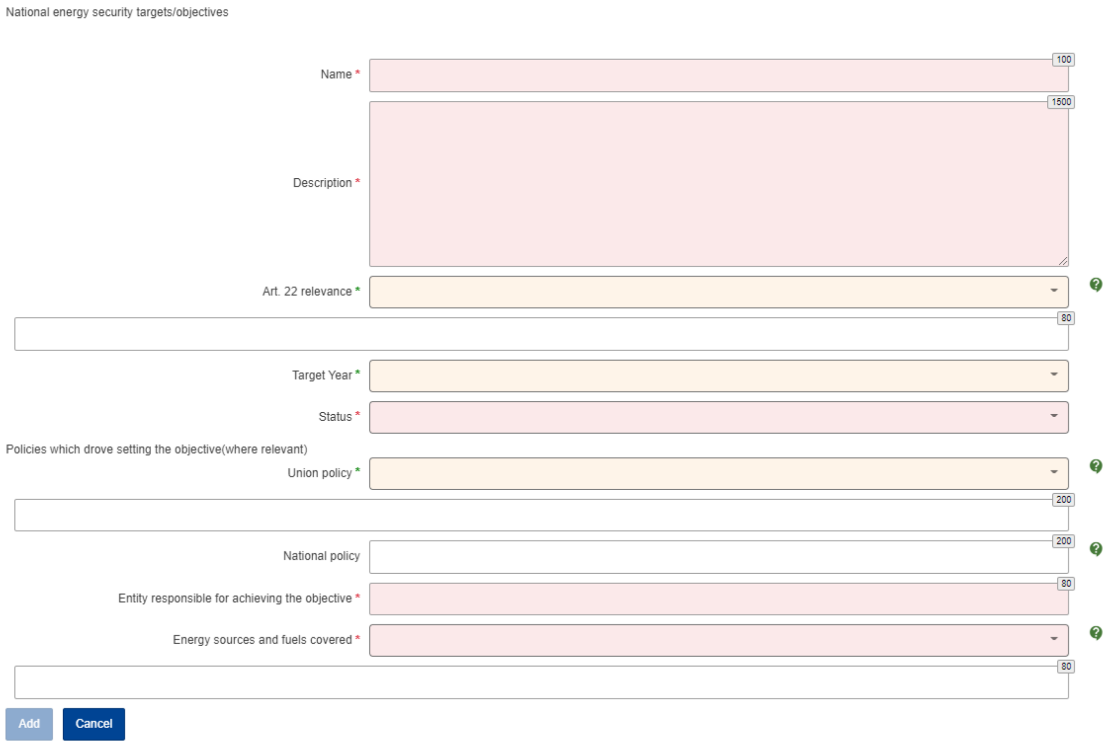




2.6.2.2. Filling web form

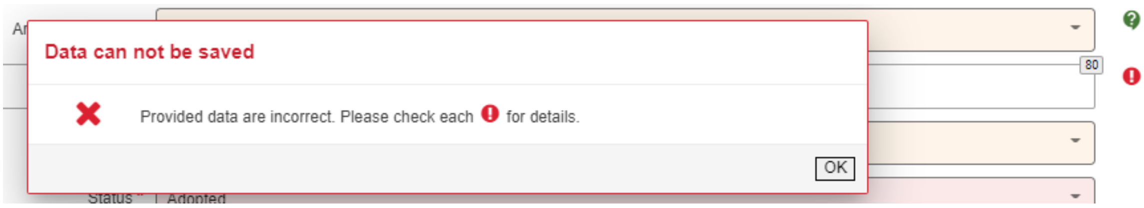
Each web form is composed with form fields that are configured to be:

1) mandatory (with a red background) – a form can't be saved until all form's mandatory field values are provided,
2) requisite (with a yellow background) – a form doesn't require values to be provided for these fields, just indicate that they are expected to be provided (e.g. if available, applicable) from the reporting perspective,
3) optional (with a white background) – neither a form nor reporting require these field values.

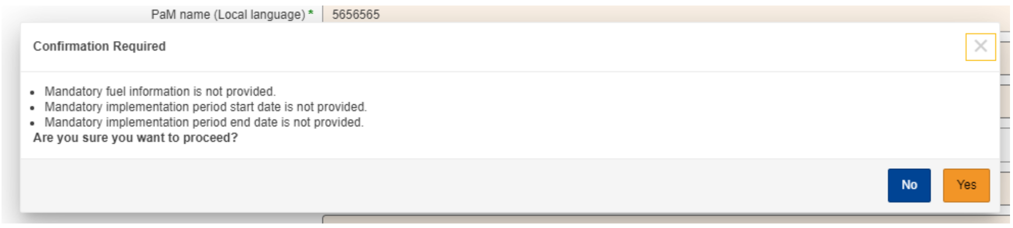


Furthermore a form may have custom validation rules. These can be:

a) form validation rules – if violated (example: details not provided if "other" is selected) a form can't be saved and the error message and icon is displayed.



b) report validation rules – if violated (example: for instance to confirm requisite field is not applicable when not filled in) a user is asked for a confirmation before a form is saved.



2.6.2.3. Form table

A form table is a way that ReportENER collects multiple records for the same form. If the Add new record is requested the underlying form pops up. Once a form is saved a table row is added that can later be edited or removed.

National energy security targets/objectives

National energy security targets/objectives

+

Name	Entity Responsible	Target Year	Status	Sources and Fuels	Actions
Name1	Entity	2028	PLANNED	ELECTRICITY,GAS	

In some cases there can be a Master-Detail bond between form tables. In such a case Detail form table records represent information referring to a specific Master form table record. In such a case Detail form table header and content would refer to the selected (and highlighted) Master form table record.

Example: The "National energy security targets/objectives" is a Master table form for the "… quantifiable indicator" and the "… non- quantifiable indicator" Detail table forms. Each Detail table forms has one entry corresponding to Master entry "Name1" and no entry corresponding to Master entry "Name2".

NOTE: to enter information in the Detail table forms, information should first be entered in the respective Master table form.

Example: First ""National energy security targets/objectives" should be entered in Master table form, before related "indicators can be added in the Detail table forms.

National energy security targets/objectives

National energy security targets/objectives

+

Name	Entity Responsible	Target Year	Status	Sources and Fuels	Actions
Name1	Entity	2028	PLANNED	ELECTRICITY,GAS	
Name2	Entity		EXPIRED	NUCLEAR	

Name1 quantifiable indicator

Name1 quantifiable indicator

+

Indicator	Unit	2020	2021	2022	Target Value	Target Year	Actions
Indicator	Percentage					2024	

Name1 non-quantifiable indicator

Name1 non-quantifiable indicator

+

Indicator/Milestone	Description	Target year	Progress Status	Actions
Milestone 1.1	Milestone 1.1 description	2020	Ongoing	

National energy security targets/objectives

National energy security targets/objectives

+

Name	Entity Responsible	Target Year	Status	Sources and Fuels	Actions
Name1	Entity	2028	PLANNED	ELECTRICITY,GAS	
Name2	Entity		EXPIRED	NUCLEAR	

Name2 quantifiable indicator

Name2 quantifiable indicator

+

Indicator	Unit	2020	2021	2022	Target Value	Target Year	Actions
No records found							

Name2 non-quantifiable indicator

Name2 non-quantifiable indicator

+

Indicator/Milestone	Description	Target year	Progress Status	Actions
No records found				

3. THEMATIC GUIDELINES FOR REPORTING

This section provides the step-by-step guidelines for reporting. This includes visual guide **of how and where** to report in ReportENER as well as information on the **purpose of reporting** and guidance on **what to report**. This is structured as follows:

- Purpose,
- Guidance (screenshot and data format included),
- Good examples (where available),
- Not recommended (where available),
- Level of obligation (Mandatory, Mandatory if applicable, Mandatory if available, Voluntary).

4. REPORTING INFORMATION REQUIRED UNDER ART 15. REPORTING ON ENERGY POVERTY AND JUST TRANSITION

4.1. Introduction

This section provides guidance for reporting obligations on energy poverty and just transition (Article 14), according to Annex XVIII and Annex XIX of the Implementing Regulation. This includes:

- Annex XVIII, Table 1: Information on progress towards national indicative objectives to reduce the number of households in energy poverty.
- Annex XIX, Table 1: Quantitative information on the number of households in energy poverty
- Annex XIX, Table 2: Reporting on indicators in relation to energy poverty
- Annex XIX, Table 3: Reporting on national indicators in relation to energy poverty
- Annex XIX, Table 4: Information on national definition of energy poverty
- Annex XX, Table 1: Impact of the implementation of the national energy and climate plan on jobs, workers and regions
- Annex XX, Table 2: Impact of the implementation of the national energy and climate plan on the promotion of human rights and gender equality and addressing inequalities in energy poverty

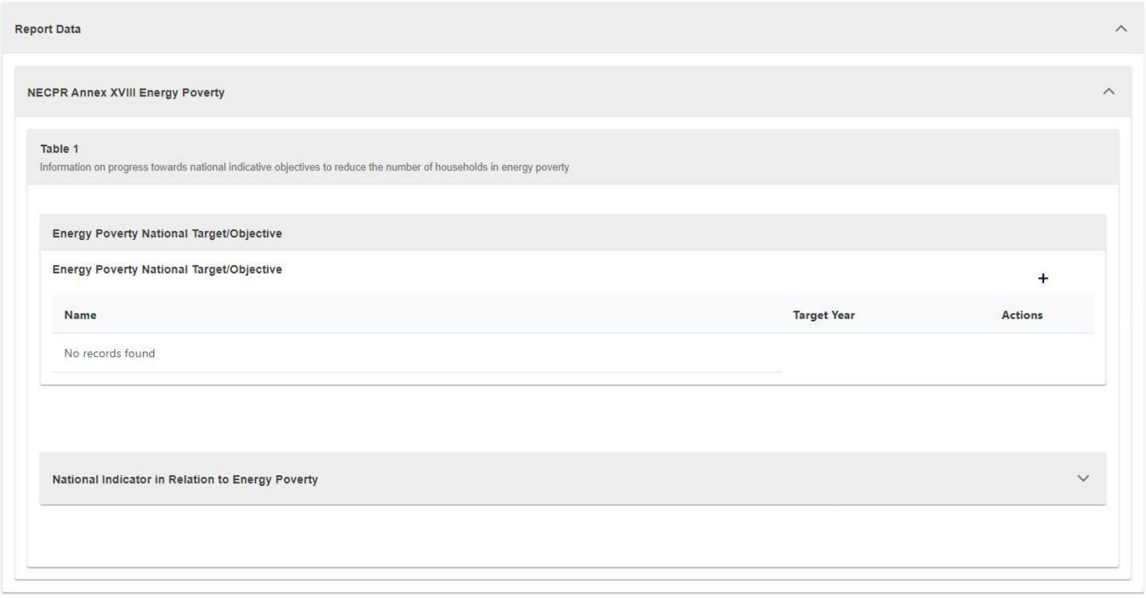


Figure 1: webform Annex XVIII table 1 overview

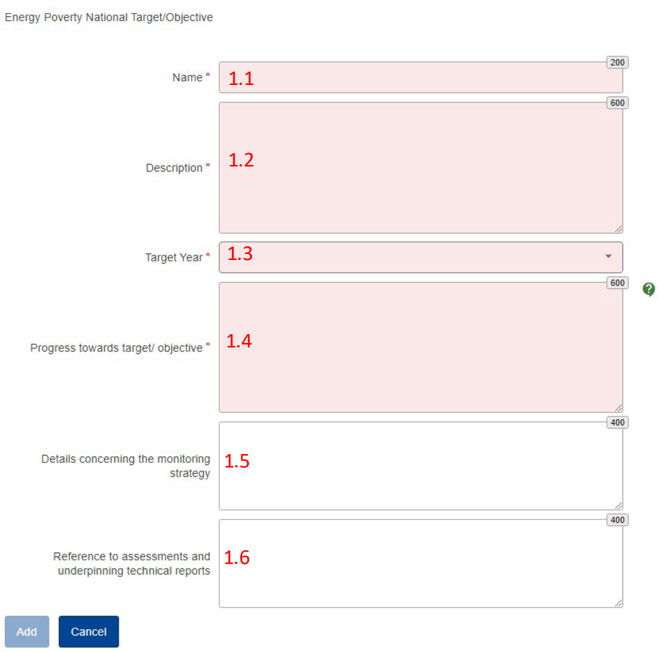


Figure 2: webform Annex XVIII table 1 detail

4.2. Annex XVIII, Table 1: Information on progress towards national indicative objectives to reduce the number of households in energy poverty

4.2.1. FIELD 1.1: Name of national target/objective

Purpose

The name of the national target or objective is key to allow the reader to get a clear idea what the target or objective is about.

Guidance, including format of the data

Each target or objective must have a unique name, which allows clear understanding of what the target or objective is about. It must be comprehensible for interested members of the public and ideally should only consist of a few words.

Data format: text.

Level of obligation

Mandatory, if applicable

This field is mandatory if the Member State fulfils the following criteria of percentage or number of households spending more than a certain proportion of their disposable income on domestic energy services based on the 'Commission's recommendation on energy poverty (2020)'[4]:

- Proportion of households whose share of energy expenditure in income is more than twice the national median share
- Share of households whose absolute energy expenditure is below half the national median

4.2.2. FIELD 1.2: Description

Purpose

The purpose of this field is for the Member State to better describe their national target/objective targeting energy poverty, particularly towards reducing the number of households in energy poverty.

Guidance, including format of the data

The short description should make it possible to have a good understanding of what the target/objective is.

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.2.3. FIELD 1.3: Target year

Purpose

The purpose of this field is for the Member State to provide the target year of achieving the defined national objective/target.

Guidance, including format of the data

[4] https://ec.europa.eu/energy/sites/ener/files/recommendation_on_energy_poverty_-_annex.pdf

The Member State is required to provide the target year of achieving the defined national objective/target.

Data format: year (drop-down)

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.2.4. FIELD 1.4: Progress towards target/objective

Purpose

The purpose of this field is for the Member State to explain the progress towards national indicative objective / target to reduce the number of households in energy poverty.

Guidance, including format of the data

Member States have to explain the progress towards national indicative objective / target to reduce the number of households in energy poverty. Where relevant, Member States have to include information on general trends or effects from other programmes/policies, which might have an effect on the progress

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.2.5. FIELD 1.5: Details concerning the monitoring strategy

Purpose

The purpose of this field is for the Member State to provide details concerning the monitoring strategy for the national indicative objective / target to reduce the number of households in energy poverty.

Guidance, including format of the data

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.2.6. FIELD 1.6: Reference to assessments and underpinning technical reports

Purpose

The purpose of this field is for the Member State to provide reference to assessments and underpinning technical reports.

Guidance, including format of the data

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.2.7. *FIELD 1.7a: Progress indicator – Name of indicator to monitor progress*

Purpose

The purpose of this field is for the Member State to provide the name of any indicators to monitor progress towards the relevant national indicative objective / target to reduce the number of households in energy poverty.

Guidance, including format of the data

Each indicator must have a unique name, which allows clear understanding of what the indicator is about. It must be comprehensible for interested members of the public and ideally should only consist of a few words.

Data format: text.

Level of obligation

Mandatory, if applicable. Member States have to report on any indicators that have been set to monitor the relevant national indicative objective / target.

4.2.8. *FIELD 1.7b: Progress indicator – Base year*

Purpose

The purpose of this field is for the Member State to indicate the base year of the indicator against which progress is compared.

Guidance, including format of the data

Data format: number (integer, drop-down)

Level of obligation

Mandatory, if applicable. Member States have to report on any indicators that have been set to monitor the relevant national indicative objective / target.

4.2.9. *FIELD 1.7c: Progress indicator – Value in base year*

Purpose

The purpose of this field is for the Member State to indicate the value of the indicator in the base year of the indicator against which progress is compared.

Guidance, including format of the data

Data format: number (integer)

Level of obligation

Mandatory, if applicable. Member States have to report on any indicators that have been set to monitor the relevant national indicative objective / target.

4.2.10. FIELD 1.7d: Progress indicator – Unit

Purpose

The purpose of this field is for the Member State to indicate the unit in which the indicator is expressed.

Guidance, including format of the data

Data format: text.

Level of obligation

Mandatory, if applicable. Member States have to report on any indicators that have been set to monitor the relevant national indicative objective / target.

4.2.11. FIELD 1.7e: Progress indicator – X-3 / X-2

Purpose

The purpose of this field is for the Member State to indicate the value of the indicator in the years X-3 and X-2

Guidance, including format of the data

Data format: number (decimal)

Level of obligation

Mandatory, if applicable. Member States have to report on any indicators that have been set to monitor the relevant national indicative objective / target.

4.3. Annex XIX, Table 1: Quantitative information on the number of households in energy poverty

Figure 4: webform for Annex XIX overview

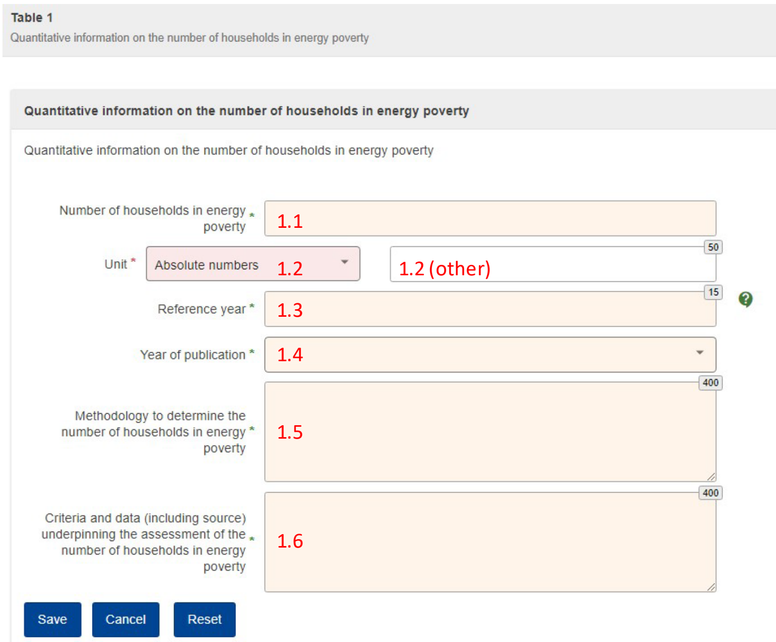


Figure 3: webform for Annex XIX table 1

4.3.1. FIELD 1.1: Number of households in energy poverty

Purpose

The purpose of this field is for the Member State to provide quantitative information on the number of househoulds in energy poverty.

Guidance, including format of the data

Assess the number of households in energy poverty considering the necessary domestic energy services needed to guarantee basic standards of living in the relevant national context, existing social policy and other relevant policies, as well as indicative Commission guidance on relevant indicators for energy poverty.

Data format: number

Level of obligation

Mandatory, this field is mandatory if the Member State fulfils the following criteria of percentage or number of households spending more than a certain proportion of their disposable income on domestic energy services based on the 'Commission's recommendation on energy poverty (2020)'[5]:

- Proportion of households whose share of energy expenditure in income is more than twice the national median share
- Share of households whose absolute energy expenditure is below half the national median

4.3.2. FIELD 1.2: Unit

Purpose

The purpose of this field is for the Member State to provide the unit in which the number of households in energy poverty is expressed.

Guidance, including format of the data

Member States have to select from the following options (additional units may be added and specified under 'other'): absolute numbers; %; other.

Data format: text (drop-down)

Level of obligation

Mandatory, if applicable (refer to FIELD 1).

4.3.3. FIELD 1.3: Reference year

Purpose

The purpose of this field is for the Member State to provide the reference year for which the data is reported.

Guidance, including format of the data

Member States may choose to report a reference period (e.g. average of three years).

[5] https://ec.europa.eu/energy/sites/ener/files/recommendation_on_energy_poverty_-_annex.pdf

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1).

4.3.4. FIELD 1.4: Year of publication

Purpose

The purpose of this field is for the Member State to provide the year of publication of the national data provided.

Guidance, including format of the data

Provide the year of publication of the data.

Data format: year (drop-down).

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.3.5. FIELD 1.5: Methodology to determine the number of households in energy poverty

Purpose

The purpose of this field is for the Member State to understand the methodology used to assess the number of households in energy poverty.

Guidance, including format of the data

Member States should provide details on the methodology used to assess the number of households in energy poverty, considering the necessary domestic energy services needed to guarantee basic standards of living in the relevant national context, existing social policy and other relevant policies, as well as Commission indicative guidance on relevant indicators, including geographical dispersion, that are based on a common approach for energy poverty.

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.3.6. FIELD 1.6: Criteria and data (including source) underpinning the assessment of the number of households in energy poverty

Purpose

The purpose of this field is for the Member State to understand the criteria and data (including sources) used to assess the number of households in energy poverty.

Guidance, including format of the data

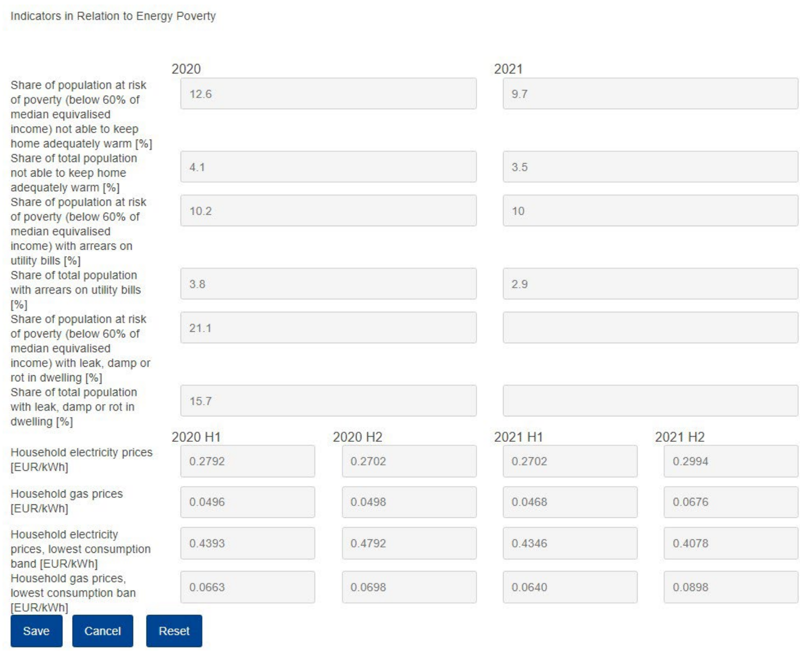
Member States should provide criteria and data (including sources) used to assess the number of households in energy poverty.

Data format: text.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

4.4. Annex XIX, Table 2: Reporting on indicators in relation to energy poverty



Indicators in Relation to Energy Poverty

	2020	2021
Share of population at risk of poverty (below 60% of median equivalised income) not able to keep home adequately warm [%]	12.6	9.7
Share of total population not able to keep home adequately warm [%]	4.1	3.5
Share of population at risk of poverty (below 60% of median equivalised income) with arrears on utility bills [%]	10.2	10
Share of total population with arrears on utility bills [%]	3.8	2.9
Share of population at risk of poverty (below 60% of median equivalised income) with leak, damp or rot in dwelling [%]	21.1	
Share of total population with leak, damp or rot in dwelling [%]	15.7	

	2020 H1	2020 H2	2021 H1	2021 H2
Household electricity prices [EUR/kWh]	0.2792	0.2702	0.2702	0.2994
Household gas prices [EUR/kWh]	0.0496	0.0498	0.0468	0.0676
Household electricity prices, lowest consumption band [EUR/kWh]	0.4393	0.4792	0.4346	0.4078
Household gas prices, lowest consumption ban [EUR/kWh]	0.0663	0.0698	0.0640	0.0898

Save Cancel Reset

Figure 5: webform Annex XIX, table 2

Guidance, including format of the data

Most of this table will be pre-filled based on European union statistics on income and living conditions data (EU-SILC) when available. Details on this process can be found in reporting guidelines – part 1 – section 1.5.

Member States may complement the data, where available, for instance for indicators that are not part of the yearly Eurostat surveys but which may be available on a national level.

Data format: number

4.5. Annex XIX, Table 3: Reporting on national indicators in relation to energy poverty

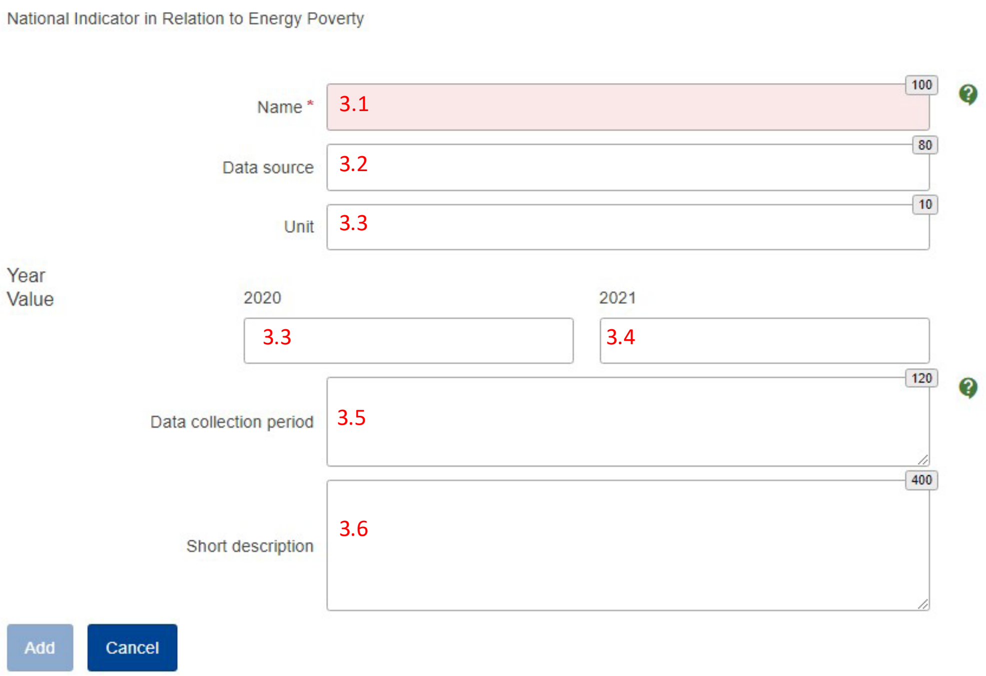


Figure 6: webform for Annex XIX, table 3

4.5.1. FIELD 1: Name of indicator

Purpose

The purpose of this field is for the Member State to define the indicators used to analyse the national objectives and priorities in addressing energy poverty. In their integrated national energy and climate plans, Member States are expected to assess the number of households in energy poverty, considering the necessary domestic energy services needed to guarantee basic standards of living in the relevant national context, existing social policy and other relevant policies, as well as Commission indicative guidance on relevant indicators, including geographical dispersion, that are based on a common approach for energy poverty.

Guidance, including format of the data

Member States may report national indicators that complement the indicators in Table 2. Indicators may be drawn from the Building Stock Observatory database.

Data format: text

Good examples

These may include income of households, the affordability of energy services, housing situations and equipment and complementary/indirect indicators useful to deepen the analysis of potential drivers of energy poverty.

Level of obligation

Voluntary

4.5.2. *FIELD 3.2 to 3.5: Data source, Unit, Year and Data collection period*

Purpose

The purpose of this field is for the Member State to provide the relevant elements to better understand the indicators provided.

Guidance, including format of the data

Member States should provide the data source, the unit, the reference year, and data collection period used to calculate the indicators.

Level of obligation

Voluntary

4.5.3. *FIELD 6: Short description*

Purpose

The purpose of this field is for Member State to provide any justifications or additional information regarding the national approach to addressing energy poverty.

Guidance, including format of the data

Member States should provide any justifications or additional information regarding the national approach to addressing energy poverty.

Data format: text.

Level of obligation

Voluntary

4.6. Annex XIX, Table 4: Information on national definition of energy poverty

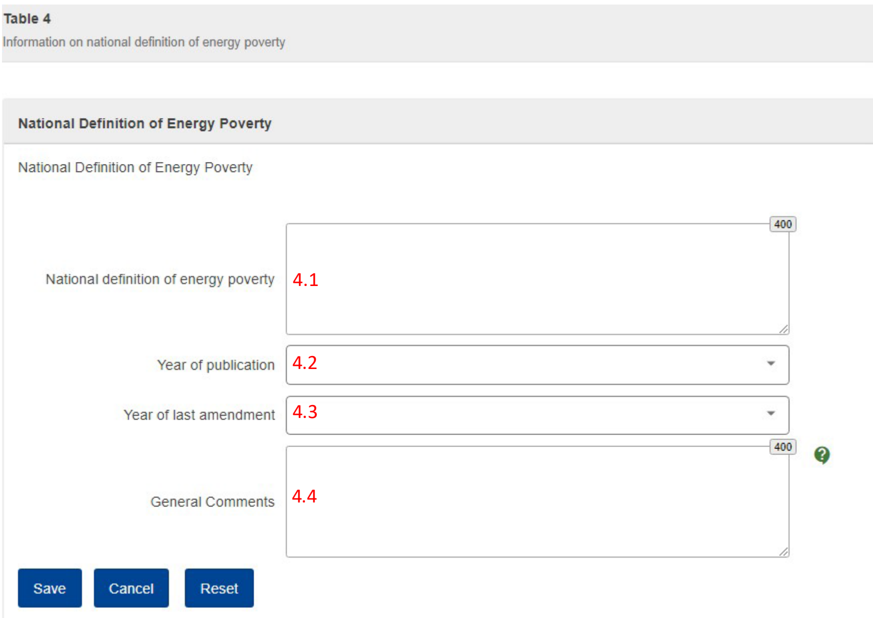


Figure 7: webform for Annex XIX table 4

4.6.1. FIELD 4.1: National definition of energy poverty

Purpose

The purpose of this field is for the Member State to understand the definition of "energy poverty" used by the Member State.

Guidance, including format of the data

Member States should provide the definition used.

Data format: text.

Level of obligation

Voluntary

4.6.2. FIELD 4.2: Year of publication

Purpose

The purpose of this field is for the Member State to ensure the data and definition related to energy poverty is up to date.

Guidance, including format of the data

Provide the year of publication

Data format: integer (drop-down)

Level of obligation

Voluntary

4.6.3. FIELD 4.3: Year of last amendment

Purpose

The purpose of this field is for the Member State to ensure the data and definition related to energy poverty is up to date, and for comparison purposes.

Guidance, including format of the data

Provide the year of last amendment

Data format: integer (drop-down)

Level of obligation

Voluntary.

4.6.4. FIELD 4.4: General comments

Purpose

The purpose of this field is for the Member State to provide any justifications or additional information regarding the national approach to addressing energy poverty.

Guidance, including format of the data

Member States may include information on the status, e.g., whether it is a legal definition or a working definition (which has no legal status but creates a common knowledge on the characteristics of energy poverty and supports setting of targets, implementing measures and monitoring trends) and information on supporting indicators.

Data format: text.

Level of obligation

Voluntary.

4.7. Annex XX, Table 1: Impact of the implementation of the national energy and climate plan on jobs, workers and regions

Figure 8: webform for Annex XX overview

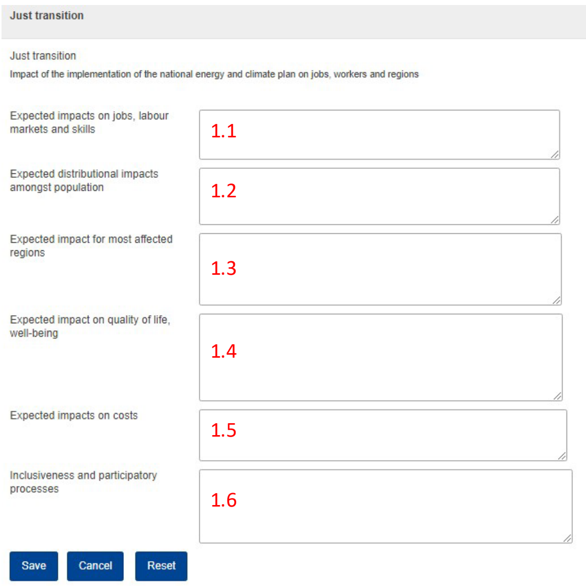


Figure 9: webform for Annex XX table 1

4.7.1. FIELD 1.1: Expected impacts on jobs, labour markets and skills

Purpose

The purpose of this field is for the Member State to understand the potential impact of the NECP on jobs, labour markets and skills. The Commission encourages an assessment of the macroeconomic and, to the extent feasible, the health, environmental, skills and social impact of the planned policies and measures or groups of measures referred to in Article 7 and further specified in Annex I, for the first ten-year period at least until the year 2030, including a comparison with the projections based on existing policies and measures or groups of measures as referred to in paragraph 1 of this Article. The methodology used to assess those impacts has to be made public.

Sectors that will grow, (others that will shrink, and by how much) and describe measures adopted/to be adopted to accompany this transition, including as regards education and training policies as well as social protection.

Data format: text

Level of obligation

Voluntary.

4.7.2. FIELD 1.2: Expected distributional impacts amongst population

Purpose

The purpose of this field is for the Member State to ensure that the positive impact from the national policies of the Member States is distributed equitably, including amongst the most vulnerable communities and other target groups.

Guidance, including format of the data

Member States may describe expected impacts of policies on overall population as well as specific groups, especially the most vulnerable, reflecting as well whether some groups will benefit more than others, and describe measures aimed to ensure fairness and equal burden sharing in that respect.

Data format: text

Level of obligation

Voluntary.

4.7.3. FIELD 1.3: Expected impact for most affected regions

Purpose

The purpose of this field is for the Member State to ensure that the positive impact from the national policies of the Member States is distributed equitably, including amongst the most vulnerable regions and other target areas.

Guidance, including format of the data

Member States may describe expected impacts of policies on regions that are to be most affected by the transition, especially coal, peat or oil shale regions or carbon-intensive regions, and mitigating measures to address socio-economic consequences in such areas. Member States are encouraged to provide quantitative indicators such as jobs, economic output and local tax revenue.

Data format: text.

Level of obligation

Voluntary.

4.7.4. FIELD 1.4: Expected impact on quality of life, well-being

Purpose

The purpose of this field is for the Member State to ensure a long-term positive impact on the environment is achieved by estimating and accounting for potential environmental hazards and degradation.

Guidance, including format of the data

Member States may describe expected impacts on reducing environmental hazards, degradation and pollution, improving the access to safer products, intact ecosystems and their services.

Data format: text.

Good examples

Quality of food, clean air, water, climate stability, secure livelihoods and benefit health and well-being, including healthier working condition, e.g., limiting emission and improving air quality standards of workplaces.

Level of obligation

Voluntary.

4.7.5. FIELD 1.5: Expected impacts on costs

Purpose

The purpose of this field is for the Member State to ensure a long-term positive impact on the environment is achieved by estimating and accounting for the financial impacts of climate policies.

Guidance, including format of the data

Member States may describe the expected impacts on costs introduced as a result of climate, energy and environmental policies for both business and consumers.

Data format: text

Good examples

Energy savings lower energy cost; more durable products lower costs for replacement; lower costs for environmental clean-up and public health.

Level of obligation

Voluntary

4.7.6. FIELD 1.6: Inclusiveness and participatory processes

Purpose

The purpose of this field is for the Member State to ensure that the positive impact from the national policies of the Member States is distributed equitably, including amongst the most vulnerable communities and other target groups.

Guidance, including format of the data

Member States may describe the expected impacts of measures to ensure inclusiveness of climate, energy and environmental policies, in particular as regards low-income households and communities directly affected by the transition, for instance in most affected regions, through e.g. the implementation of green infrastructure and public services, participatory processes, etc.

Data format: text

Level of obligation

Voluntary.

4.8. Annex XX, Table 2: Impact of the implementation of the national energy and climate plan on the promotion of human rights and gender equality and addressing inequalities in energy poverty

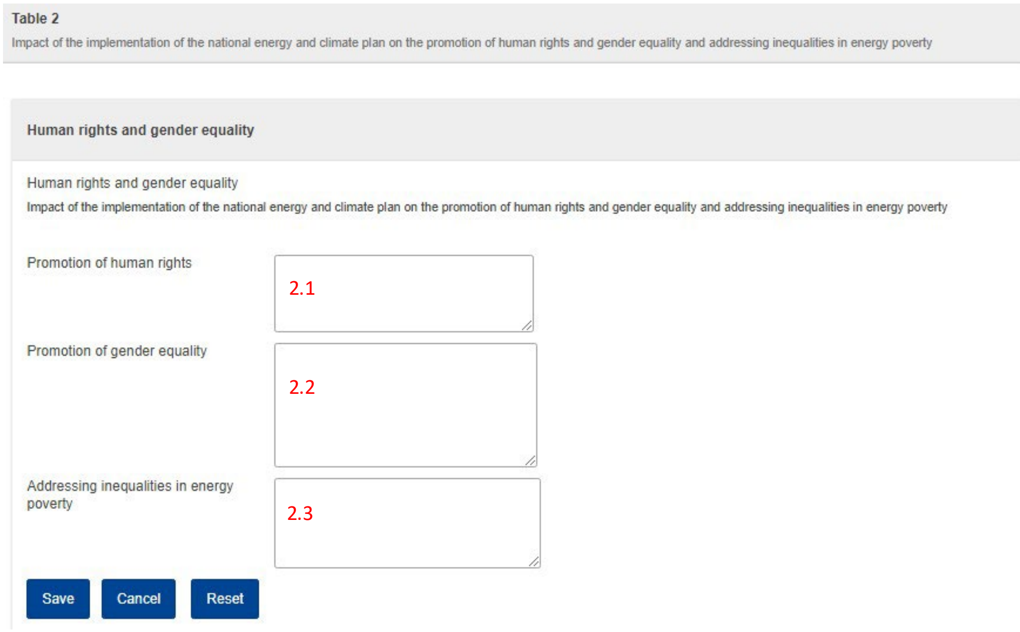


Table 2
Impact of the implementation of the national energy and climate plan on the promotion of human rights and gender equality and addressing inequalities in energy poverty

Human rights and gender equality

Human rights and gender equality
Impact of the implementation of the national energy and climate plan on the promotion of human rights and gender equality and addressing inequalities in energy poverty

Promotion of human rights 2.1

Promotion of gender equality 2.2

Addressing inequalities in energy poverty 2.3

Save Cancel Reset

Figure 10: webform for Annex XX table 2

4.8.1. FIELD 2.1: Promotion of human rights

Purpose

The Paris Agreement reaffirms that the Parties should, when taking action to address climate change, respect, promote and consider their respective obligations on human rights and gender equality. The purpose of this field is for the Member State to understand how those obligations have been taken into account in the implementation of the NECP.

Guidance, including format of the data

Member States should therefore adequately integrate the dimensions of human rights and gender equality in their integrated national energy and climate plans and long-term strategies. Through their biennial progress reports they should report information on how the implementation of their integrated national energy and climate plans contributes to the promotion of both human rights and gender equality.

Data format: text.

Level of obligation

Voluntary.

4.8.2. FIELD 2.2: Promotion of gender equality

Purpose

The Paris Agreement reaffirms that the Parties should, when taking action to address climate change, respect, promote and consider their respective obligations on human rights and gender equality. The purpose of this field is for the Member State to understand how those obligations have been taken into account in the implementation of the NECP.

Guidance, including format of the data

Member States should therefore adequately integrate the dimensions of human rights and gender equality in their integrated national energy and climate plans and long-term strategies. Through their biennial progress reports they should report information on how the implementation of their integrated national energy and climate plans contributes to the promotion of both human rights and gender equality.

Data format: text.

Level of obligation

Voluntary.

4.8.3. FIELD 3.1: Addressing inequalities in energy poverty

Purpose

The purpose of this field is for the Member State to understand the specific actions taken by the Member State to increase the share of savings to be achieved in households affected by energy poverty in accordance with Article 7(11).

Guidance, including format of the data

Member States have to include the following in their integrated national energy and climate progress report: (a) Information on progress towards the national indicative objective to reduce the number of households in energy poverty and; (b) Quantitative information on the number of households in energy poverty and where available information on policies and measures addressing energy poverty. Where applicable, member states have to define national objectives with regards to energy poverty, including a timeframe for when the objectives are to be met. As a part of additional reporting, Member States may report the amount of savings achieved by policy measures aimed at alleviation of energy poverty in line with Article 7(11) of the Energy Efficiency Directive.

Data format: text.

Level of obligation

Voluntary.

5. FINALIZING REPORTING

5.1. Validating your submission

When filling in and saving the data, ReportENER performs a number of checks on the dataflow. In case of issues with the reported information, depending on the severity of the issue, you will either receive a warning message or saving is blocked until the issue is resolved (for more details see section X above).

Once the dataflow is fully filled in, lead reporters and/or reporters are able to “freeze” the dataflow, indicating that it is ready for validation by the lead reporters.

Lead reporters are then able to submit the “frozen “ dataflows to the Commission. Please align with the other lead reporter(s) prior to submitting your data. Once submitted an e-mail notification will be sent to all workflow participants, with a timestamped proof of submission.

5.2. Resubmitting data

In case of need, lead reporters can request to reopen a certain dataflow, to revert it back to “not submitted” state.

In addition, the Commission can reopen a dataflow following a request for clarification.

Data can be submitted multiple times. In each occasion the data will be saved. However please note that for later use **the Commission will always take the latest version** of the submitted data.

5.3. Help during the reporting

If you need support please contact:

- For general questions about NECPR reporting: EC-NECP-REPORTING@ec.europa.eu
- For questions on substance on dataflows reported in ReportNet 3: govreg@eea.europa.eu
- For questions on substance on dataflows reported in ReportENER: EC-NECP-REPORTING@ec.europa.eu
- For technical support for ReportNet 3: helpdesk@reportnet.europa.eu
- For technical support for ReportENER: EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu
- For technical suport on EU Login: Help (europa.eu)

6. QUALITY ASSURANCE AND QUALITY CONTROL

To be added in March update

ANNEXES

Annex 1: reporting roles

7. ROLES IN THE NECPR REPORTING

This document discusses the different roles envisioned in the technical implementation of the NECPR reporting.

7.1. Member state roles

- Lead reporter (2 per dataflow)
- Reporter

Function	**Lead reporter**
Overall aim of the function	The lead reporter is responsible for ensuring the complete and timely reporting of (a) data flow(s)
Role/ responsibilities	• Responsible for validating and submitting completed data flows. • Coordinate the reporting exercise from a substantive perspective, following up overall completion and assigning the necessary reporters. o Acts as distribution point of relevant developments/information related to reporting to the necessary reporters. o Responsible for all reporters in their dataflow(s): that they are coordinated and updated on timelines, key meetings, processes (etc.). • Key contact for Commission/EEA with regard to substantive issues of reporting.
Competencies	• Expertise of thematic area of relevant dataflow(s) • Knowledge/coordination of supporting reporters and relevant supporting ministry/ministries o To be able to disseminate information related to the relevant dataflow(s) • Understanding of the reporting system (ReportNet and/or ReportENER) for relevant dataflow(s) following guidance and training: o Ability to assign reporters o Ability to validate and release/submit data when completed
Interfaces to	• Data stewards, regarding thematic reporting queries • Data custodians, regarding technical reporting queries • Other lead reporters, for coordination and to ensure the overall reporting obligations of the Member State is accomplished • Reporters, where assigned by lead reporter
Note	Lead reporters + back-ups for each data flow are nominated initially by mail through the Permanent Representation (November 2022). A lead reporter should be assigned for each individual data flow,

	however a lead reporter can be responsible for multiple or even all data flows for the NECPR. Changes can only be requested by e-mail by the relevant lead reporter(s) or Permanent Representation to the relevant data steward. The data steward must inform the Assessment Coordinator and relevant reporting system coordinator (Reportnet or ReportENER). Contact for changes: (for dataflows in ReportNet) govreg@eea.europa.eu (for dataflows in ReportENER) EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu

Function	Reporter
Overall aim of the function	The reporter is responsible for contributing to complete and timely reporting of (a) data flow(s)
Role/ responsibilities	• Contributing to complete and timely reporting of (a) data flow(s). A reporter cannot submit completed data flows.
Competencies	• Expertise of thematic area of relevant dataflow(s) • Understanding of the reporting system (ReportNet and/or ReportENER) for relevant dataflow(s) following guidance and training
Interfaces to	• Lead reporter
Note	A reporter is assigned to an individual dataflow by the relevant lead reporter (can be assigned to multiple dataflows). It is not required to officially nominate a reporter to a data flow (given that a lead reporter is nominated) For ReportENER lead reporters can request changes to the reporters by e-mail: EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu

7.2. Commission/EEA roles

- Assessment coordinator
- ReportNet coordinator
- ReportENER coordinator
- Data steward

Function	Assessment coordinator
Overall aim of the function	The assessment coordinator is responsible for the management of the overall process on the business/policy side, keeping track of the fulfilment of the other Commission/EEA roles, in particular data stewards & associated reviewers at COM side.
Role/ responsibilities	• Establishes and manages the business processes for the overall assessment • Manages the meetings of the technical implementation group & ISG • Keeps track of the fulfilment and assignment of process roles • If needed, escalates issues to the management level
Competencies	
Interfaces to	• All core team coordinators • All COM associated reviewers

Function	ReportNet coordinator
Overall aim of the function	The ReportNet coordinator is responsible for ensuring the technical implementation of the NECPR modules implemented through ReportNet, including relations with data stewards & data custodians on the EEA side
Role/ responsibilities	**NECPR management** • Manages the technical implementation of the NECPR modules implemented through ReportNet • Coordinates with data stewards and custodians on ReportNet dataflows, ensuring where possible a consistency of approach • Coordinates internal business management approaches across dataflows, establishing common timelines and where necessary resource management. **Stakeholder relations** • Maintains institutional stakeholder relations (EC, EEA, Eurostat, JRC …) as main contact point o Ensures regular updates on progress are shared with relevant experts (coordinators, data stewards/custodians, other relevant internal stakeholders)
Competencies	• Overview of key developments/challenges faced within ReportNet (per dataflow) • In-depth understanding of dataflow management processes • High-level technical and thematic data collection knowledge

Interfaces to	• All core team coordinators • All ReportNet data stewards and custodians • Where relevant, additional institutional stakeholders (EC, EEA, Eurostat, JRC …) • Where relevant, data providers

Function	**ReportENER coordinator**
Overall aim of the function	The ReportENER coordinator is responsible for ensuring the technical implementation of the NECPR modules implemented through ReportENER, including relations with data stewards & data custodians on the COM side
Role/ responsibilities	• Manages the technical implementation of the NECPR modules implemented through ReportENER. • Coordinates with data stewards and custodians on the relevant ReportENER dataflows. • Cooperates internally to align reportENER development plans and resources with NECPR modules implementation needs, escalates to Management if necessary. **Stakeholder relations** • Maintains institutional stakeholder relations (EC, EEA, Eurostat, JRC …) as main contact point. o Ensures regular updates on progress are shared with relevant experts (coordinators, data stewards/custodians, other relevant internal stakeholders).
Competencies	• Project management • Stakeholder relationship management • High-level technical and thematic data collection knowledge
Interfaces to	• All core team coordinators • ReportENER data steward, custodian and internal stakeholders (e.g. Product Owner, development team)

Function	**Data Steward**
Overall aim of the function	Data Stewards are overall responsible for a data collection or dataflow, ensuring compliance with legislation and/or institutional regulations, interfaces to reporters, relevant coordinator and data users, ensures quality procedures are in place.

Role/ **responsibilities**	**Dataflow management** • Establishes and manages the business processes to ensure their dataflow is operational for data collection, data processing/validation and data dissemination. • Ensures a project plan for their relevant dataflow and permanent quality improvement - the what, when, who, how and resources. • Translate requirements to different expert groups (data custodian, analyst, communication). • Coordinates with data custodian on technology improvements impacting data flow. • Coordinate with main data users. • Where necessary ensures that data collected is made visible/accessible. **Stakeholder relations** • Works with relevant coordinator to maintain institutional stakeholder relationships (EC, EEA, Eurostat, JRC …). • Directly maintains stakeholder relationships with data providers/reporters at national level. • Manages the assignment of reporters' rights to the relevant dataflow, after (re)-nomination. • Monitoring reporting status (and initial follow up if there are reporting delays/issues)

Competencies	• Has in-depth thematic knowledge of the data collection
	  o Understands the data from a content point of view.
	  o Understands the data collection methodology.
	  o Understands how this data can be used and not used.
	• General understanding of ICT relevant for monitoring, data handling and reporting practices e.g. quality control, data formats (spatial, textual, tabular), and data sharing.

Interfaces to	• Core group institutional stakeholders (Commission, EEA, Eurostat, JRC …) with/via relevant coordinator. • Implementation group thematic colleagues internally or externally (Commission, EEA, Eurostat, JRC …) directly. • Relevant data custodian(s) • Reporters/data providers • Other final users of the data