



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
Annexes 18 to 20**

Disclaimer: The information and views set out in this publication are those of the author(s) and do not necessarily reflect the official opinion of the Commission. Neither the Commission nor any person acting on the Commission's behalf may be held responsible for the use which may be made of the information contained therein. The examples described in this document represent the views of the authors and are based on information gathered by the authors. The references used to develop these illustrative examples should always be considered as the most accurate and complete sources of information.

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

CONTENTS

| | | |
|----|--|----|
| 1. | Introduction | 5 |
| | This document | 5 |
| | Legal background | 5 |
| | Overall process of reporting | 5 |
| | Pre-filling, post-filling, pre-loading | 6 |
| | 1.1.1. Colour-coding | 6 |
| | 1.1.2. The process for pre-filling, pre-loading and post-filling of data | 7 |
| | Dynamic references to years | 8 |
| 2. | ReportENER..... | 10 |
| | Introduction | 10 |
| | Getting access to ReportENER | 10 |
| | Dataflow overview | 10 |
| | Report Details..... | 12 |
| | Organizing the reporting network | 13 |
| | Technical details of reporting..... | 15 |
| | 2.1.1. Dataflow layout | 15 |
| | 2.1.2. Report data collection with web forms..... | 15 |
| | Data export | 19 |
| | 2.1.3. Single country data export..... | 20 |
| | 2.1.4. Multiple countries data export..... | 20 |
| 3. | Thematic guidelines for reporting | 22 |
| 4. | Reporting information required under Art 15. Reporting on energy poverty and just transition | 22 |
| 5. | Introduction | 22 |
| 6. | Annex XVIII, Table 1: Information on progress towards national indicative objectives to reduce the number of households in energy poverty..... | 23 |
| | 6.1.1. FIELD 1.1: Name of national target/objective | 23 |
| | 6.1.2. FIELD 1.2: Description | 24 |
| | 6.1.3. FIELD 1.3: Target year | 24 |
| | 6.1.4. FIELD 1.4: Progress towards target/objective | 25 |
| | 6.1.5. FIELD 1.5: Details concerning the monitoring strategy | 25 |
| | 6.1.6. FIELD 1.6: Reference to assessments and underpinning technical reports..... | 25 |

| | | |
|---------|---|----|
| 6.1.7. | FIELD 1.7a: Progress indicator – Name of indicator to monitor progress..... | 26 |
| 6.1.8. | FIELD 1.7b: Progress indicator – Base year | 26 |
| 6.1.9. | FIELD 1.7c: Progress indicator – Value in base year | 26 |
| 6.1.10. | FIELD 1.7d: Progress indicator – Unit..... | 27 |
| 6.1.11. | FIELD 1.7e: Progress indicator – X-3 / X-2 | 27 |
| 7. | Annex XIX, Table 1: Quantitative information on the number of households in energy poverty | 28 |
| 7.1.1. | FIELD 1.1: Number of households in energy poverty | 28 |
| 7.1.2. | FIELD 1.2: Unit..... | 29 |
| 7.1.3. | FIELD 1.3: Reference year..... | 29 |
| 7.1.4. | FIELD 1.4: Year of publication..... | 30 |
| 7.1.5. | FIELD 1.5: Methodology to determine the number of households in energy poverty | 30 |
| 7.1.6. | FIELD 1.6: Criteria and data (including source) underpinning the assessment of the number of households in energy poverty | 30 |
| 8. | Annex XIX, Table 2: Reporting on indicators in relation to energy poverty | 32 |
| 9. | Annex XIX, Table 3: Reporting on national indicators in relation to energy poverty | 33 |
| 9.1.1. | FIELD 1: Name of indicator..... | 33 |
| 9.1.2. | FIELD 3.2 to 3.5: Data source, Unit, Year and Data collection period..... | 34 |
| 9.1.3. | FIELD 6: Short description | 34 |
| 10. | Annex XIX, Table 4: Information on national definition of energy poverty | 35 |
| 10.1.1. | FIELD 4.1: National definition of energy poverty | 35 |
| 10.1.2. | FIELD 4.2: Year of publication..... | 35 |
| 10.1.3. | FIELD 4.3: Year of last amendment | 36 |
| 10.1.4. | FIELD 4.4: General comments..... | 36 |
| 11. | Annex XX, Table 1: Impact of the implementation of the national energy and climate plan on jobs, workers and regions..... | 37 |
| 11.1.1. | FIELD 1.1: Expected impacts on jobs, labour markets and skills | 37 |
| 11.1.2. | FIELD 1.2: Expected distributional impacts amongst population..... | 38 |
| 11.1.3. | FIELD 1.3: Expected impact for most affected regions..... | 38 |
| 11.1.4. | FIELD 1.4: Expected impact on quality of life, well-being .. | 39 |
| 11.1.5. | FIELD 1.5: Expected impacts on costs | 39 |

| | | |
|---------|---|----|
| 11.1.6. | FIELD 1.6: Inclusiveness and participatory processes..... | 40 |
| 12. | 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..... | 41 |
| 12.1.1. | FIELD 2.1: Promotion of human rights | 41 |
| 12.1.2. | FIELD 2.2: Promotion of gender equality..... | 41 |
| 12.1.3. | FIELD 3.1: Addressing inequalities in energy poverty..... | 42 |
| 13. | Finalizing reporting | 43 |
| | Validating your submission..... | 43 |
| | Resubmitting data..... | 43 |
| | Help during the reporting | 44 |
| 14. | Quality assurance and quality control | 44 |
| | Quality assurance and quality control structure | 44 |
| | Timeline & communication..... | 46 |
| | Assessment of Member States submissions | 48 |
| | Annexes | 49 |
| 15. | Roles in the NECPR reporting | 49 |
| | Member state roles | 49 |
| | Commission/EEA roles | 52 |

1. INTRODUCTION

This document

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 of the e-platform. The purpose of the guidelines is to support Member States in reporting this information by outlining:

- 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.

The goal of these reporting guidelines 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.

Some additional and background information is annexed to this document:

- Annex 1: Reporting Roles

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 [Commission Implementing Regulation \(EU\) 2022/2299](#) specifies all the reporting requirements within 23 Annexes.

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⁾ 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 \(europa.eu\)](#).

Pre-filling, post-filling, pre-loading

1.1.1. 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 | <p>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.</p> <p>Data cannot be altered in the progress reporting, but through the primary process established for the source data.</p> <p>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.</p> |
| Post-filling | <p>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.</p> <p>Data cannot be altered in the progress reporting, but through the primary process established for the source data.</p> <p>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. 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.</p> |
| Pre-loading | <p>Information that is already collected by the Commission from past exercises or provided to the Commission through another source, but which does not fully cover the requirements of the NECPR.</p> <p>Information can be pre-loaded in the relevant template.</p> <p>Data should be checked, completed, and commented by the Member States, where applicable.</p> |

| | |
|--------------------------|---|
| | Example: Previously reported policies and measures 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. |

1.1.2. 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.

1.1.2.1. 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 \(europa.eu\)](https://ec.europa.eu/eurostat/tgm/table.do?tab=table&init=1&language=en&plugin=1)

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.

1.1.2.2. 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 validated³.

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.

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.

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 \(europa.eu\)](#)

| 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

Introduction

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.

Getting access to ReportENER

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

Please refer to the separate ReportENER account creation guideline ⁽⁴⁾ for the process description.

NOTE: EU Login is associated with an e-mail. If the user uses different e-mail addresses and creates another EU Login account associated with the new e-mail, a new ReportENER request needs to be made 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, which will allow ReportENER to detect e-mail change and adjust ReportENER user account after user confirmation for the changed e-mail.

Please note that next to a ReportENER account, a user needs to have the right credentials to access each of the dataflows, for more details see section 2.5.

Dataflow overview

In ReportENER a dataflow represents a single occurrence of a reporting obligation (that may be repeating) for a specific reporting entity. 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 those annexes 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 too many reports are visible, they can be filtered with use of obligation name, type or deadline.

⁽⁴⁾ <https://ec.europa.eu/assets/move-ener/eplatform/Manuals/ReportENER.User.Management.Manual.pdf>

Example: 2025 NECPR dataflows are of the type “Energy & Climate Progress” with the deadline on 15 March 2025 and the name following the pattern “NECPR Annex ...”

| Name ↑↓ | Type ↑↓ | Deadline ↑↓ | Country | Status ↑↓ | Progress Info ↑↓ | Details |
|--|---------------------------|-------------|---------|-------------|------------------|---------|
| necpr | | Deadline | Country | | Select | |
| NECPR Annex VI Internal Energy Market | Energy & Climate Progress | 15-Mar-2025 | Belgium | In progress | NOT SUBMITTED | |
| NECPR Annex VII Research, Innovation and Competitiveness | Energy & Climate Progress | 15-Mar-2025 | Belgium | In progress | NOT SUBMITTED | |
| NECPR Annex XXIII Multilevel Dialogue | Energy & Climate Progress | 15-Mar-2025 | Belgium | In progress | NOT SUBMITTED | |
| NECPR Annex XX Just Transition Human Rights, Gender Equality, Energy Poverty Inequality | Energy & Climate Progress | 15-Mar-2025 | Belgium | In progress | NOT SUBMITTED | |
| NECPR Annex VIII National objectives to phase out energy subsidies, in particular fossil fuels | Energy & Climate Progress | 15-Mar-2025 | Belgium | In progress | NOT SUBMITTED | |

The dataflow’s accessibility and editability depends on:

- the date¹ – The dataflow will be opened in a certain time window (e.g. a month) prior to the reporting obligation deadline;
- 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 (or 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”

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.

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.

For the NECPRs, **lead reporters** need to be nominated by the Member State. A request for nomination has been sent to the Energy & Climate attachés. In case the nomination has been made in time, a user nominated as a lead reporter should be able to directly access the relevant dataflow.

In case a lead reporter does not have access to a relevant dataflow, you can request access directly in the system ⁽⁵⁾. If the issue persists, please contact: EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu.

Supporting reporters (when needed), need to be approved by the lead reporter for the relevant dataflow. For this the following steps need to be taken:

- The supporting reporter should create (1) an EU log-in and (2) a ReportENER account and (3) request the supporting reporter role for the relevant dataflows ⁽⁶⁾
- The lead reporters should then grant the supporting reporter role through the user management menu. ⁽⁷⁾

The different NECPR roles are described in the table below.

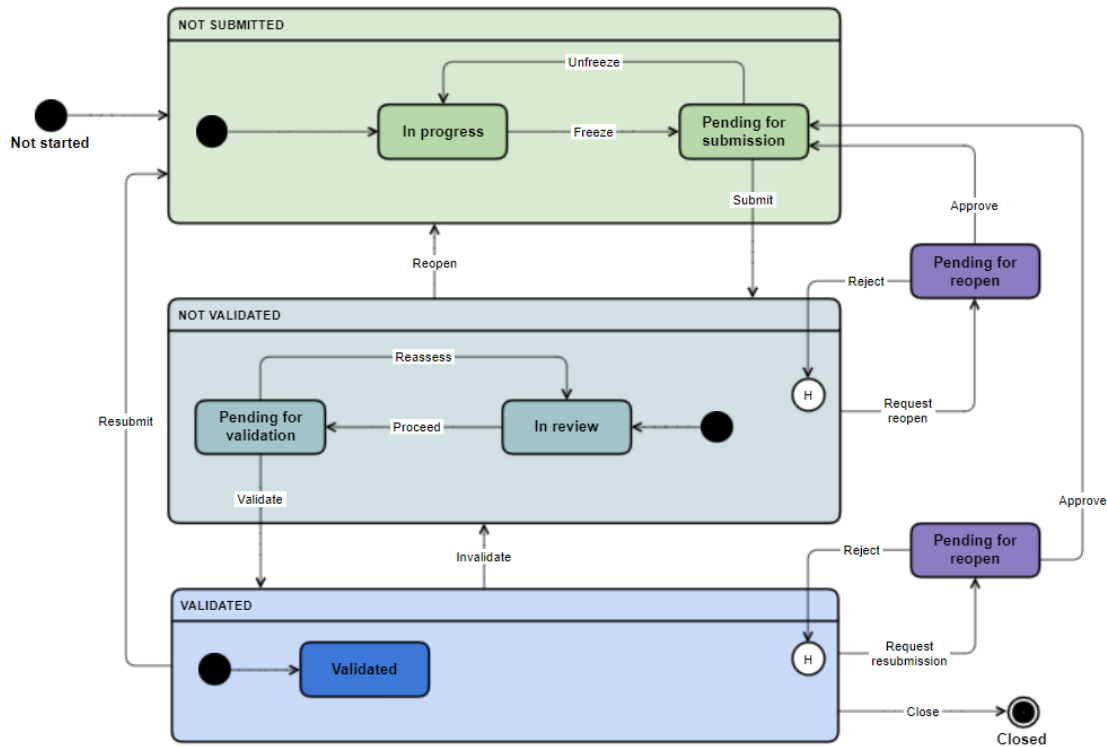
NOTE: Please only request roles for which you have been explicitly assigned/nominated.

⁽⁵⁾ As described in section 2.3.2 of the ReportENER account creation guideline.

⁽⁶⁾ See section 2.2 and the ReportENER account creation guideline for more details.

⁽⁷⁾ As described in section 3 of the ReportENER account creation guideline.

Example: User Roles and standard workflow for NECPR



| Workflow Role | Role Purpose | Required Request Approvals |
|---|--|---|
| NECPR MS Lead Reporter for Annex <annex number> | MS reporting participant who is authorized to edit and submit a specific Annex report to EC | Either other Lead Reporter for Annex <annex number> from user's country or EC Coordinator |
| NECPR MS Reporter for Annex <annex number> | MS specific annex reporting participant who is authorized to edit but not to submit a report to EC | Either Lead Reporter for Annex <annex number> from user's country or EC Coordinator |
| NECPR MS Viewer for Annex <annex number> | MS user authorized to view a specific annex report | Either Lead Reporter for Annex <annex number> from user's country or EC Coordinator |
| NECPR External Reviewer | External reviewer (e.g. consultant working on Commission's behalf or auditor) | EC Coordinator |
| NECPR EC Reviewer | EC subject matter expert performing assessment | EC Coordinator |
| NECPR EC Data Steward | NECPR data steward | EC Coordinator |

| | | |
|----------------------|------------------------------|---|
| NECPR EC Coordinator | NECPR processing coordinator | Business Manager |
| NECPR Admin | Support team member | Product Owner or Development Team Coordinator |

Technical details of reporting

2.1.1. 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.

The screenshot shows the 'ReportENER' web application interface. The main content area displays 'REPORT DETAILS' for 'NECPR Annex VI Internal Energy Market'. The details include:

- Internal Energy Market
- Regulation: IMPLI.REG. 2022/2299 ANNEX VI
- Type: Energy & Climate Progress
- Deadline: 22/01/2023
- Workflow: NECPR_A06_STD
- Status: In progress (with a yellow progress indicator)

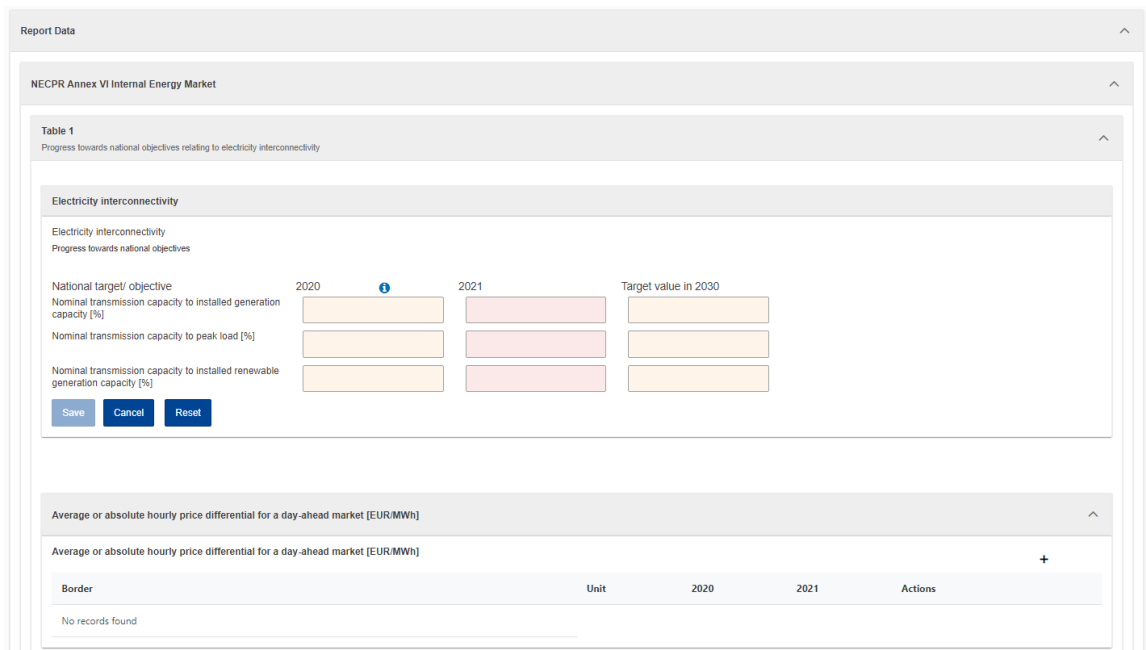
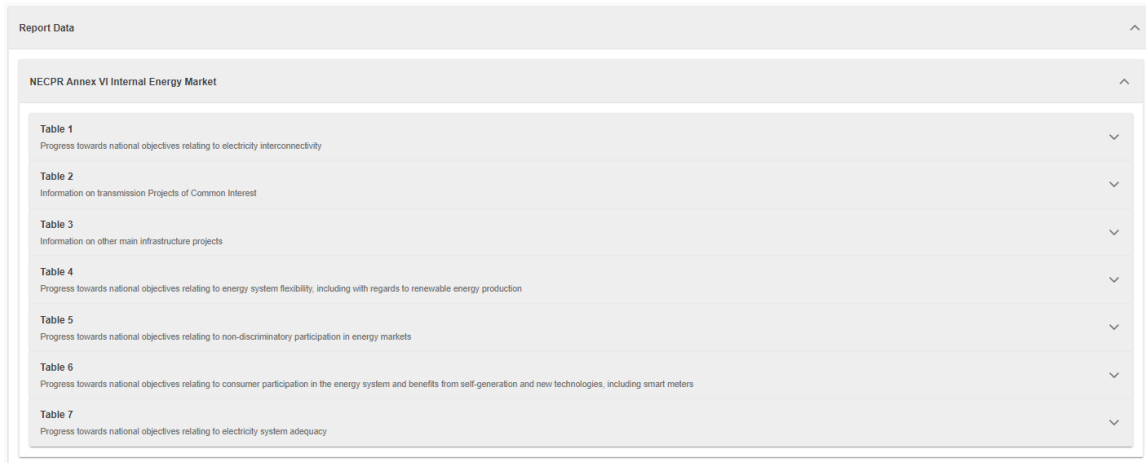
Below the details, there are sections for 'Actions' (with a 'FREEZE' button) and 'Report Data'. A 'Comments' section is also visible on the right side of the interface.

2.1.2. Report data collection with web forms

2.1.2.1. Report data section composition

The report data section can be composed of one or more reports. Each report includes 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.



2.1.2.2. Filling web form

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

- 1) mandatory (signified by a red background) – a form can't be saved until all form's mandatory field values are provided,
- 2) requisite (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 (white background) – neither a form nor reporting require these field values.

Name *

Description *

Art. 22 relevance *

Target Year *

Status *

Policies which drove setting the objective(where relevant)

Union policy *

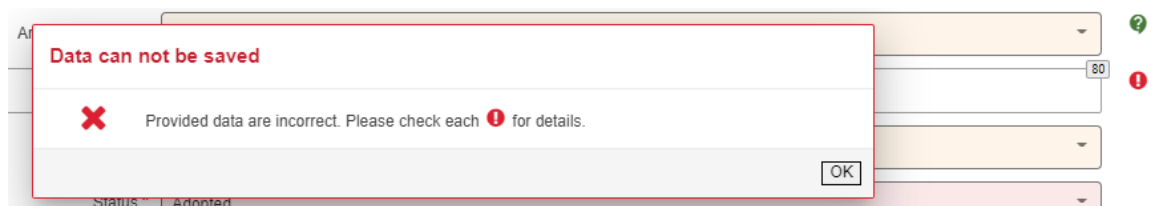
National policy

Entity responsible for achieving the objective *

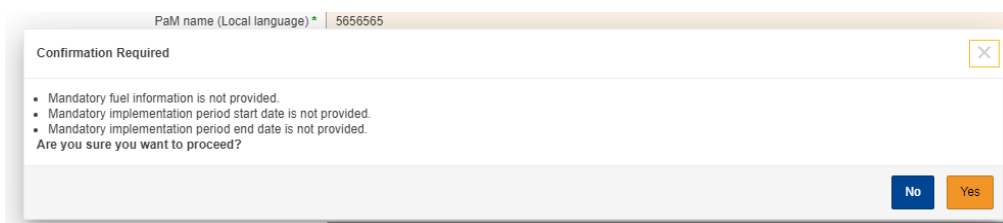
Energy sources and fuels covered *

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.



2.1.2.3. 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 | | | | | | |
|---|--------------------|-------------|---------|-------------------|---------|--|
| 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 | | | | | | |
|---|--------------------|-------------|---------|-------------------|---------|--|
| Name | Entity Responsible | Target Year | Status | Sources and Fuels | Actions | |
| Name1 | Entity | 2028 | PLANNED | ELECTRICITY,GAS | | |
| Name2 | Entity | | EXPIRED | NUCLEAR | | |

| Name1 quantifiable indicator | | | | | | | |
|------------------------------|------------|------|------|------|--------------|-------------|---------|
| Indicator | Unit | 2020 | 2021 | 2022 | Target Value | Target Year | Actions |
| Indicator | Percentage | | | | | 2024 | |

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

| Name2 quantifiable indicator | | | | | | | |
|------------------------------|------|------|------|------|--------------|-------------|---------|
| Indicator | Unit | 2020 | 2021 | 2022 | Target Value | Target Year | Actions |
| No records found | | | | | | | |

| Name2 non-quantifiable indicator | | | | |
|----------------------------------|-------------|-------------|-----------------|---------|
| Indicator/Milestone | Description | Target year | Progress Status | Actions |
| No records found | | | | |

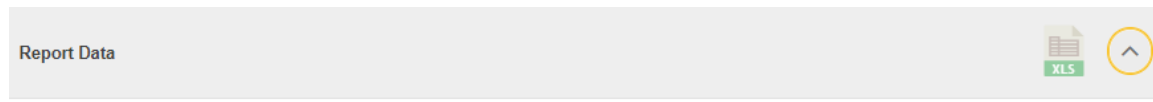
Data export

Authorised users can export the current data status of the report to an Excel workbook at any time.

The data export function is available by either clicking on the Excel icon in the report list in the Details column for the report to be exported.

| Name ↑↓ | Type ↑↓ | Deadline ↑↓ | Country ↑↓ | Status ↑↓ | Progress Info ↑↓ | Details |
|---------------------------------------|---------------------------|---------------------------------------|------------|---|-------------------------------------|---------|
| <input type="text" value="necpr"/> | | <input type="text" value="Deadline"/> | | <input type="text"/> | <input type="text" value="Select"/> | |
| NECPR Annex VI Internal Energy Market | Energy & Climate Progress | 15-Mar-2023 | Estonia | ● In review | SUBMITTED | |
| NECPR Annex XVIII Energy Poverty | Energy & Climate Progress | 15-Mar-2023 | Estonia | ● In review | SUBMITTED | |
| NECPR Annex V Energy Security | Energy & Climate Progress | 15-Mar-2023 | Estonia | ● In review | SUBMITTED | |

or from the dataflow by clicking on the Excel icon in the header of the Report Data area.



When the campaign data export function is called, all data flows to which the calling user has access are included.

2.1.3. Single country data export

There are different data to be exported scope options available for single country:

Data Export Scope

Please select which country data should be included in the export file

Poland

Please select which data should be included in the export file

- Current state
- Latest submission
- Selected submission(s)

Cancel

Export

- current state – the AS IS data state at the moment of data dump is exported,
- latest submission – each time report is being (re)submitted its data snapshot is automatically generated; this option enables to include the latest saved snapshot into the data export scope,
- selected submission(s) – enables user to select not only the latest but also any of the snapshots reflecting previous submissions done by the specific country.

2.1.4. Multiple countries data export

When the export function is used by the user authorized to export multiple countries data then user is enabled to select which ones should be included.

Data Export Scope

Please select which country data should be included in the export file

Bulgaria, Croatia

- Unselect all
- Austria
- Belgium
- Bulgaria
- Croatia
- Cyprus
- Czechia
- Denmark
- Estonia
- Finland
- France
- Germany

Cancel

Export

The selected submission(s) option is not available in such a case (i.e. past submission are downloadable only when single country is selected).

Data Export Scope

Please select which country data should be included in the export file

Bulgaria, Croatia

Please select which data should be included in the export file

- Current state
- Latest submission
- Selected submission(s)

Cancel

Export

For the current state option the user needs to decide whether each country data should be exported to a separate file or consolidated to as few files as possible (i.e. number of files would depend on how many workflows are in use for particular dataflow; in such a case there is going to be a one file per workflow that would include all countries the workflow is applied to).

Please select which data should be included in the export file

Current state

Please select which data should be included in the export file

- Separate export file per country
- Data export consolidated into single file per workflow

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

5. 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

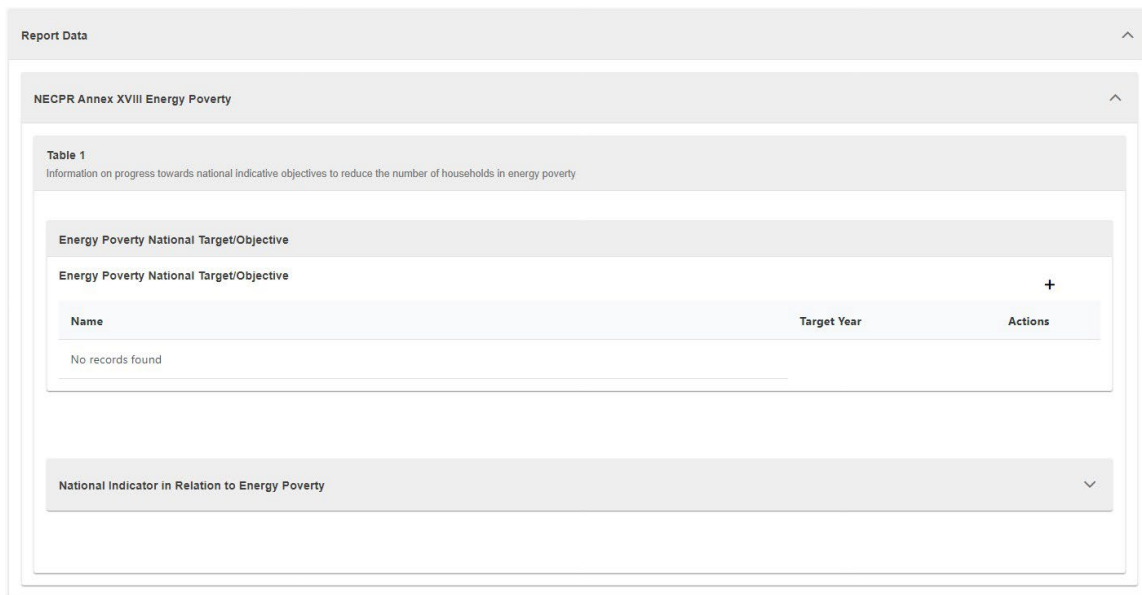


Figure 1: webform Annex XVIII table 1 overview

Energy Poverty National Target/Objective

Name * 1.1 200

Description * 1.2 600

Target Year * 1.3 600

Progress towards target/ objective * 1.4 600

Details concerning the monitoring strategy 1.5 400

Reference to assessments and underpinning technical reports 1.6 400

Add Cancel

Figure 2: webform Annex XVIII table 1 detail

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

6.1.1. 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, being these related to energy expenditures at the household level, or perceptions for example about the ability to keep home adequately warm. It must be comprehensible for interested members of the public and ideally should only consist of a few words.

Data format: text, max len 200.

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)’⁸:

- 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

6.1.2. 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 description should make it possible to have a good understanding of the (different) dimension(s) of the target/objective, as well as which population section(s) is targeted.

Data format: text, max len 600.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

6.1.3. 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

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

⁸ https://ec.europa.eu/energy/sites/ener/files/recommendation_on_energy_poverty_-_annex.pdf

Data format: year (drop-down)

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

6.1.4. 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, length 600

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

6.1.5. 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, length 400

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

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

Purpose

The purpose of this field is for the Member State to provide official and publicly available reference to assessments and underpinning technical reports that support the setting of the target, the indicator set chosen and the monitoring strategy. The reports referenced should be accessible for the services of the Commission.

Guidance, including format of the data

Data format: text, length 400

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

6.1.7. 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 the selected 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 and what type of indicator is used (e.g. household or individual level; perception vs. expenditure-based). 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.

6.1.8. 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.

6.1.9. 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.

6.1.10. 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.

6.1.11. 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.

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

Report Data

NECPR Annex XIX Energy Poverty

- Table 1
Quantitative information on the number of households in energy poverty
- Table 2
Reporting on indicators in relation to energy poverty
- Table 3
Reporting on national indicators in relation to energy poverty
- Table 4
Information on national definition of energy poverty

Figure 4: webform for Annex XIX overview

Table 1
Quantitative information on the number of households in energy poverty

Quantitative information on the number of households in energy poverty

Number of households in energy poverty * 1.1

Unit * Absolute numbers 1.2 1.2 (other)

Reference year * 1.3

Year of publication * 1.4

Methodology to determine the number of households in energy poverty * 1.5

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

Save Cancel Reset

Figure 3: webform for Annex XIX table 1

7.1.1. 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 households 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)’⁹:

- 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

7.1.2. 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); other: text, max len 50.

Level of obligation

Mandatory, if applicable (refer to FIELD 1).

7.1.3. 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).

Data format: text, max len 15.

⁹ https://ec.europa.eu/energy/sites/ener/files/recommendation_on_energy_poverty_-_annex.pdf

Level of obligation

Mandatory, if applicable (refer to FIELD 1).

7.1.4. 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).

7.1.5. 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 provide accessible information on 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 and distributional differences, that are based on a common approach for energy poverty. The pros and cons of the selected methodology should be clearly explained.

Data format: text; max len 400, lines 5.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

7.1.6. 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 expand and justify 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, in line and as supporting information to data provided under Annex XIX, Table 1, Field 1.5.

Data format: text, max len 400, lines 5.

Level of obligation

Mandatory, if applicable (refer to FIELD 1.1).

8. 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 | | | |
| Household electricity prices [EUR/kWh] | 2020 H1: 0.2792 | 2020 H2: 0.2702 | 2021 H1: 0.2702 | 2021 H2: 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 band [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 or local level.

Data format: number

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

National Indicator in Relation to Energy Poverty

| | | | |
|------------------------|------|------|-------|
| Name * | 3.1 | 100 | ? |
| Data source | 3.2 | 80 | |
| Unit | 3.3 | 10 | |
| Year Value | 2020 | 2021 | |
| | 3.3 | 3.4 | |
| Data collection period | 3.5 | | 120 ? |
| Short description | 3.6 | | 400 |

Figure 6: webform for Annex XIX, table 3

9.1.1. FIELD 1: Name of indicator

Purpose

The purpose of this field is for the Member State to inform on 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 and distributional differences, 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 or the Energy Poverty Advisory Hub, etc.

Data format: text, max len 100.

Good examples

These may include income of households, the affordability of energy services, housing situations and equipment, disaggregated data by socio-economic sectors, and complementary/indirect indicators useful to deepen the analysis of potential drivers of energy poverty.

Level of obligation

Voluntary

9.1.2. *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.

Data format: Data Source: text, max len 80.

Data format: Units: text, max len 10 chars.

Data format: Collection Period: text, max len 120, lines 3.

Level of obligation

Voluntary

9.1.3. *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, max len 400, lines 5.

Level of obligation

Voluntary

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

10.1.1. FIELD 4.1: National definition of energy poverty

Table 4
Information on national definition of energy poverty

National Definition of Energy Poverty

National Definition of Energy Poverty

National definition of energy poverty **4.1**

Year of publication **4.2**

Year of last amendment **4.3**

General Comments **4.4**

Save Cancel Reset

Figure 7: webform for Annex XIX table 4

Purpose

The purpose of this field is for the Member State to communicate the definition of “energy poverty” used by the Member State.

Guidance, including format of the data

Member States should provide the definition used, with a clear and accessible legal reference when available.

Data format: text, max len 400, lines 5.

Level of obligation

Voluntary

10.1.2. FIELD 4.2: Year of publication

Purpose

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

Guidance, including format of the data

Provide the year of official publication of the definition.

Data format: integer (drop-down)

Level of obligation

Voluntary

10.1.3. FIELD 4.3: Year of last amendment

Purpose

The purpose of this field is for the Member State to confirm 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.

10.1.4. 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 definition on energy poverty, including any evolutions the definition might have had in the recent past.

Guidance, including format of the data

Member States may include information and details on the status of the definition, 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, max len 400, lines 5.

Level of obligation

Voluntary.

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

Report Data

NECPR Annex XX Information on the implementation of the integrated energy and climate national plan

Table 1
Impact of the implementation of the national energy and climate plan on jobs, workers and regions

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 8: webform for Annex XX overview

Just transition

Just transition
Impact of the implementation of the national energy and climate plan on jobs, workers and regions

Expected impacts on jobs, labour markets and skills 1.1

Expected distributional impacts amongst population 1.2

Expected impact for most affected regions 1.3

Expected impact on quality of life, well-being 1.4

Expected impacts on costs 1.5

Inclusiveness and participatory processes 1.6

Save Cancel Reset

Figure 9: webform for Annex XX table 1

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

Purpose

The purpose of this field is for the Member State to communicate the potential impacts of the policies included in 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. Member States are invited to check the Guidance to MS for updated NECPs 2021-2030, section 1.3, which includes several references on how to monitor developments in labour markets.

Specifically, Member States may provide information with which strategies are foreseen to identify and measure the social, employment and skills consequences (or any other distributional impacts) of the energy and climate transition, including clear measures to address these challenges, as well as specifying funding mechanisms for a fair transition, for reskilling and upskilling, and for supporting labour market adjustments. Information on which sectors are expected to be impacted, both positively and negatively, including quantitative and qualitative estimations, are also welcomed.

Data format: text, max len 2500, lines 10.

Level of obligation

Voluntary.

11.1.2. FIELD 1.2: Expected distributional impacts amongst population

Purpose

The purpose of this field is for the Member State to report the analysis methodology and results regarding distributional impacts of national policies reflected in the NECPs, with special attention to the most vulnerable households.

Guidance, including format of the data

Member States may describe qualitatively and quantitatively 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, max len 2500, lines 10.

Level of obligation

Voluntary.

11.1.3. FIELD 1.3: Expected impact for most affected regions

Purpose

The purpose of this field is for the Member State to provide information on how 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, max len 2500, lines 10.

Level of obligation

Voluntary.

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

Purpose

The purpose of this field is for the Member State to inform on how national assessments describe long-term positive impacts on quality of life and well-being of the population, both in short and long term.

Guidance, including format of the data

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

Data format: text max len 2500, lines 10.

Good examples

Quality of food, clean air both out and indoors, water, 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.

11.1.5. FIELD 1.5: Expected impacts on costs

Purpose

The purpose of this field is for the Member State to report on costs as a result of climate, energy and environmental policies for both business and consumers.

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, max len 2500, lines 10.

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

11.1.6. FIELD 1.6: Inclusiveness and participatory processes

Purpose

The purpose of this field is for the Member State to report on the impact the policies of the NECPs have had on inclusiveness and participatory processes.

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 participatory processes carried out when planning and implementing national climate and energy policies, following a “whole-of-society” approach. In addition, the reporting may include details on which mechanisms were developed and performed to ensure the successful participation of vulnerable and underrepresented groups, which are often disproportionately impacted, as well as businesses representatives and social partners.

Data format: text, max len 2500, lines 10.

Level of obligation

Voluntary.

12. 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

12.1.1. 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 report 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, max len 1500, lines 10.

Level of obligation

Voluntary.

12.1.2. 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, max len 1500, line 10.

Level of obligation

Voluntary.

12.1.3. 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 may report here reporting distributional data on energy poverty where available (by gender, income decile, age, geographical situation, housing situation (landlord vs renting), housing characteristic, rural/urban, level of education, working vs unemployed, housing composition, type of energy, any other socio-economic factors), and measures targeted to said groups.

Data format: text, max len 1500, lines 10.

Level of obligation

Voluntary.

13. FINALIZING REPORTING

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 2 above).

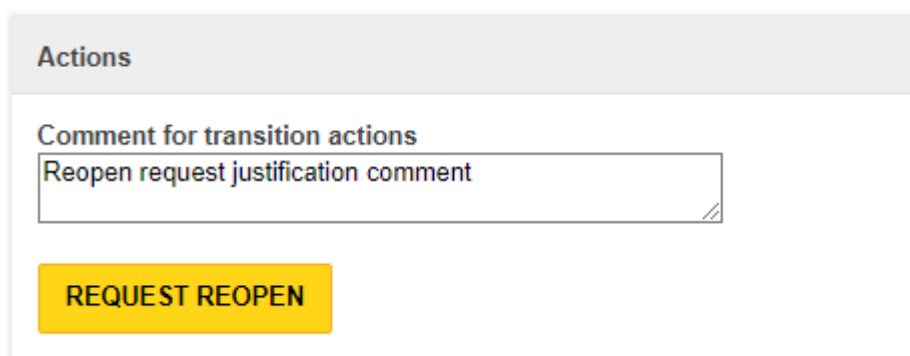
Once the dataflow is fully filled in, both lead reporters and supporting reporters can “freeze” the dataflow, indicating that it is ready for validation by the lead reporters.

NOTE: a “frozen” report is not considered submitted and cannot be accessed yet by Commission reviewers. A formal submission can only be made by lead reporters.

Only 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.

Resubmitting data

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



The screenshot shows a user interface element titled "Actions". Below the title is a text input field with the placeholder text "Comment for transition actions". The field contains the text "Reopen request justification comment". Below the input field is a yellow button with the text "REQUEST REOPEN".

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



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

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
 - ReportENER: EC-NECP-REPORTING@ec.europa.eu
- For technical support for
 - ReportNet 3: helpdesk@reportnet.europa.eu
 - ReportENER: EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu
- For technical support on EU Login: [Help \(europa.eu\)](http://Help.europa.eu)

14. QUALITY ASSURANCE AND QUALITY CONTROL

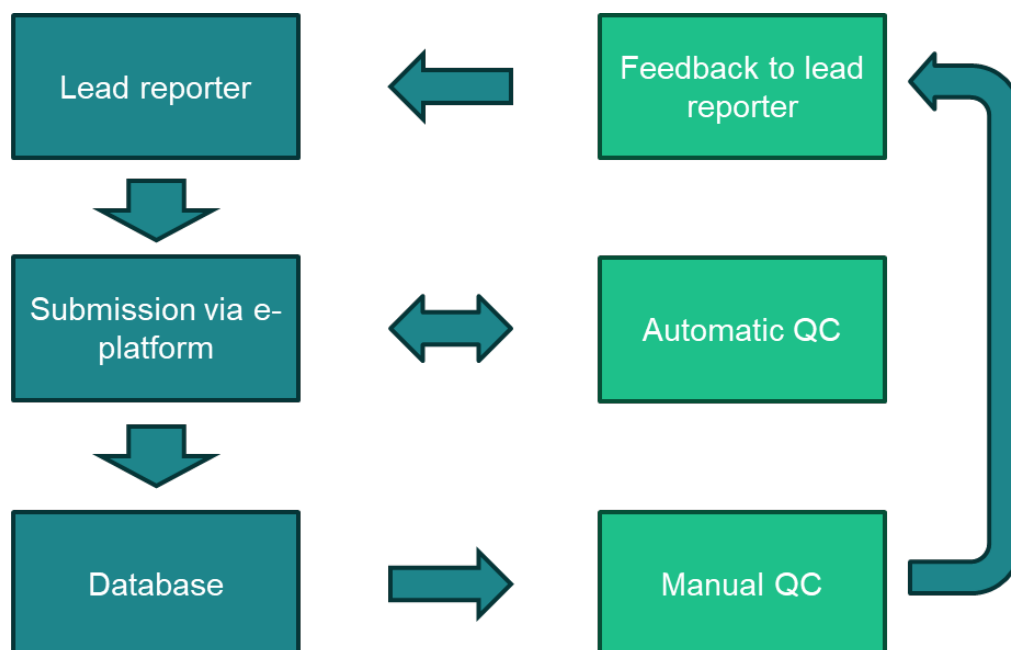
Quality assurance and quality control structure

Member States are strongly encouraged to adhere as much as possible to the reporting guidelines and to conduct a quality control of the information on the data reported before submission.

To ensure timeliness, completeness, consistency, comparability, coherence, transparency and accuracy of the reported information, specific quality checks on behalf of the Commission and the EEA are performed on the submissions of Member States.

The results of the quality checks are communicated to the lead reporters through e-mail in the form of a checklist. The (lead) reporters can then (a) make adjustments to the reported data in the e-platform or (b) provide responses in the checklist on the reasons why changes are not considered necessary. After quality control, the data is stored in the database, made publicly available and used in the European Commission's assessment of the NECPRs and in certain EEA products. The figure below presents an overview of the process done on the reported information.

Figure 11 - Overview of the quality control process



The quality control procedure is aligned with the key reporting principles set out in the [2006 IPCC Guidelines for National Greenhouse Gas Inventories](#). More specifically, the information reported by Member States is assessed against seven criteria (five quality criteria so called ‘TCCCA criteria’ and timeliness and coherence):

- Timeliness,
- Transparency,
- Completeness,
- Consistency,
- Coherence,
- Comparability,
- Accuracy.

By performing quality checks each reporting cycle and providing additional reporting guidelines, the aim is to improve reporting along the seven criteria listed above.

Each criterion corresponds to several specific checks, which are performed in a sequential order. Below is an overview of what could be required per criteria.

| Criteria | Objective |
|------------|---|
| Timeliness | To assess if data and report was submitted on time and identify as early as possible any gaps or inconsistencies to inform Member States about the need for a resubmission. |

| | |
|-----------------------------|--|
| Transparency | To ensure the data is identifiable and underlying methods are clearly referenced. |
| Completeness | To ensure that all relevant data and information is included. |
| Consistency | Ensure that the reporting is consistent and in line with good practices and guidelines. Checks ensure both internal consistency and consistency across years. |
| Coherence and Comparability | To assess whether the reported data is coherent with other possibly relevant reporting obligations and data provided and to ensure reporting across Member States is comparable. |
| Accuracy | To assess whether the data provided are credible. |

Timeline & communication

Timeliness of reporting is an important quality criterion that helps ensure the smooth running of the quality control process. Member States must submit information on NECPR obligations required under the Governance Regulation by 15 March to allow for proper quality checking at EU level, prior to the publication of the submitted NECPRs and compilation of the European Commission’s assessment of the NECPRs.

The number and the dates of additional resubmissions are also tracked. The main steps between the initial submission of information by the Member States, and the publication of the EU’s progress report are described below. This includes the initial submission, quality control, a communication period, and the finalization and subsequent publication of the information. The Member States, EEA and the European Commission are involved in these steps, with additional support from the ETC-CM and various contractors. The timeline below sets out the key dates associated with each of these steps (Table 1).

The effective implementation of the procedure requires efficient responses from all parties at each step and therefore the timeline is only indicative, assuming submission, quality control and resubmission is not delayed for any reason. Furthermore it is not necessary for the procedure to take the full anticipated period, presented below, if data quality is sufficient and clearly presented.

Quality feedback reports

The central document in this quality control process is the quality check feedback report. It ensures a consistent and complete quality control process and is a template to communicate the findings to the Member States. Every finding is added to the feedback report. These reports will be bilaterally shared with relevant lead reporters of a dataflow. If needed Member States will be asked to adjust the submission and resubmit.

If reviewers have a specific question concerning the latest submission, the Member States will be asked for clarification via the feedback report. The

Member States then have the responsibility to provide a clarification, adjust the information provided (report or data) and release the data again via the reporting system. The Member States are responsible for making the necessary changes to the dataflow on the Reporting platform.

Table 1 – Indicative timeline and the description of the action required by the organisations involved

| When | What | Who |
|---------------------|--|---------------------------------------|
| By 15 March | <ul style="list-style-type: none"> • Preparation of the submission and completion of the reporting obligation within the relevant dataflow; • Internal quality checks via validation on the e-platform; • Release submission via the e-platform. | Member States |
| 15 March – 15 April | Quality control (transparency, comparability, completeness, coherence, consistency and accuracy checks simultaneously). This includes feedback to Member States and communication on any issues found. Changes to Member States submissions will only be made, if Member States provide updates or corrections based on the findings communicated to them. | ETC-CM and/or contractors |
| 15 April – 30 April | If necessary, MS adjust and resubmit the dataflow via Reportnet. | Member States |
| 1 May – mid June | Review of the resubmitted report, if needed final follow up with the Member States. | ETC-CM and/or contractors |
| 30 June | Delivery of final information by Member States. | Member States |
| End-August | Final checking of whole EU database and preparation of report compiling the outcome of the implementation of the quality control procedure on EU level, including individual feedback to Member States. | ETC-CM |
| July-October | <p>Assessment, analysis and reporting in progress reports (Commission).</p> <p>Publication of EEA products (trends and projections, data visualisations).</p> | <p>European Commission</p> <p>EEA</p> |

Assessment of Member States submissions

After the quality control procedure has been concluded a short report presenting the outcome of the quality checks will be prepared. This will include information on:

- List of checks done;
- Overview of findings;
- Overview of corrective actions;
- An EU assessment summarizing the outcome of the implementation of the quality checking procedure;
- Recommendations for further improvements in reporting.

ANNEXES

Annex 1: reporting roles

15. ROLES IN THE NECPR REPORTING

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

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 | <ul style="list-style-type: none"> • 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. <ul style="list-style-type: none"> ○ Acts as distribution point of relevant developments/information related to reporting to the necessary reporters. ○ 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 regarding substantive issues of reporting. |
| Competencies | <ul style="list-style-type: none"> • Expertise of thematic area of relevant dataflow(s) • Knowledge/coordination of supporting reporters and relevant supporting ministry/ministries <ul style="list-style-type: none"> ○ 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: <ul style="list-style-type: none"> ○ Ability to assign reporters ○ Ability to validate and release/submit data when completed |
| Interfaces to | <ul style="list-style-type: none"> • 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). |

| | |
|--|--|
| | <p>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.</p> <p>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).</p> <p>Contact for changes: (for dataflows in ReportNet) govreg@eea.europa.eu (for dataflows in ReportENER) EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu</p> |
|--|--|

| 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 | <ul style="list-style-type: none"> • Contributing to complete and timely reporting of (a) data flow(s). • A reporter cannot submit completed data flows. |
| Competencies | <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • Lead reporter |
| Note | <p>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)</p> <p>For ReportENER lead reporters can request changes to the reporters by e-mail: EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu</p> |

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 | <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • 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 | <p>NECPR management</p> <ul style="list-style-type: none"> • 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. <p>Stakeholder relations</p> <ul style="list-style-type: none"> • Maintains institutional stakeholder relations (EC, EEA, Eurostat, JRC ...) as main contact point <ul style="list-style-type: none"> ○ Ensures regular updates on progress are shared with relevant experts (coordinators, data stewards/custodians, other relevant internal stakeholders) |
| Competencies | <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • 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. <p>Stakeholder relations</p> <ul style="list-style-type: none"> • Maintains institutional stakeholder relations (EC, EEA, Eurostat, JRC ...) as main contact point. <ul style="list-style-type: none"> ○ Ensures regular updates on progress are shared with relevant experts (coordinators, data stewards/custodians, other relevant internal stakeholders). |
| Competencies | <ul style="list-style-type: none"> • Project management • Stakeholder relationship management • High-level technical and thematic data collection knowledge |
| Interfaces to | <ul style="list-style-type: none"> • 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. |

| | |
|--|--|
| <p>Role/ responsibilities</p> | <p>Dataflow management</p> <ul style="list-style-type: none"> • 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. <p>Stakeholder relations</p> <ul style="list-style-type: none"> • 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) |
| <p>Competencies</p> | <ul style="list-style-type: none"> • Has in-depth thematic knowledge of the data collection <ul style="list-style-type: none"> ○ Understands the data from a content point of view. ○ Understands the data collection methodology. ○ 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. |
| <p>Interfaces to</p> | <ul style="list-style-type: none"> • 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 |