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

Reporting Guidelines
Dataflow 4: Progress towards targets EE
&
Dataflow 17: Additional reporting obligations EE

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

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

European Environment Agency

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1. INTRODUCTION

1.1. This document

From 2023, reporting on 'Progress towards targets in energy efficiency' & 'Additional reporting obligations in the area of energy efficiency' 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.

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-CM 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 2027, and every two years thereafter, making annual updates to GHG policies and measures if substantial changes exist.

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 the Policy Reporting Platform.

This reporting obligation will be reported in Reportnet.

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 the reporting system, however, information on prefilled data will be accessible in the relevant export templates.

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

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

Table	**Type of filling**	**Source(s) of data**
Annex 4, table 1, fields 1 and 2	Pre-filling	Eurostat energy balances

(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).

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

1.4.2.1. Eurostat energy balances

Reporting countries should transmit energy data as specified in Annex B of Regulation (EC) No 1099/2008 on energy statistics. The latest version of annual energy questionnaires that should be used for official data transmissions and accompanying reporting instructions can be found at: Annual - 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 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 three reporting exercises in 2023, 2025 and 2027.

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

Dynamic reference	Respective year in first reporting (2023)	Respective year in second reporting (2025)	Respective year in third reporting (2027)
X	2023	2025	2027
X-1	2022	2024	2026
X-2	2021	2023	2025
X-3	2020	2022	2024
t	2025	2030	2030
t+5	2030	2035	2035
t+10	2035	2040	2040
t+15	2040	2045	2045
t+20	2045	2050	2050
t+25	2050	2055	2055

2. REPORTNET 3

2.1. 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 "Policy Reporting Platform". For the dataflows described in this document, the Policy Reporting Platform is used.

Reportnet 3 (https://reportnet.europa.eu/) is the next generation platform for reporting environmental data to the EEA and also host several reporting tasks for the European Commission. Reportnet 3 is a centralized e-Reporting platform, aiming at simplifying and streamlining the data flow steps across all environmental domains. The system acts as a ne-stop-shop for all involved stakeholders.



2.2. Logging in

User authentication is carried out on the **EU login** platform, hence you need to have an EU login account before you can be authenticated for Reportnet 3 access.

How to log in. In this guide you will find the steps for the following:

A. Regular login process: Where you already have an EU account and you have logged on to Reportnet 3 before,

B. Creating an EU login account: Where you do not have an EU account,

C. Logging on for the first time: Where you have an EU account but you have not logged on to Reportnet 3 before.

For a visual guide, please check this hyperlink.

A. Regular login to Reportnet 3.0

1. Navigate to Reportnet 3 and click on the "Login" button at the top right,
2. You will be redirected to authenticate using EU login,
3. With a successful login you will be redirected back to Reportnet 3,
4. You will see the dataflows you have authorisation to access.

B. Creating an EU login

EU Login (https://webgate.ec.europa.eu/cas) is the entry gate to sign in to the Reportnet 3 platform as well as different European Commission services and/or other systems. EU Login verifies your identity and allows recovering your personal settings, history and access rights in a secure way.

1. If you do not have EU account with the entered email, you will see the message 'User not found' and you will need to create an account,
2. Click on the "Create an account" link on the EU Login sign-in page,
3. Fill in the provided form with your personal details,
4. If the form is correctly filled in, an e-mail is sent to the address you provided in order to verify that you have access to it. If you cannot find the e-mail, check your spam or junk folder,
5. Click the link in the e-mail or copy/paste it in the address bar of your browser,
6. Select and confirm a password and click on "Submit",
7. You now have an EU Login account and can proceed with the login for Reportnet 3 from the home page,
8. As this is the first time you will login in to the Reportnet 3 platform, there are some additional steps to follow (next section) after you have been authenticated.

C. First time login to Reportnet 3.0

If this is your first login to Reportnet 3, after you have been authenticated by EU login, you will be asked to fill a form. Username should just be your email address,

You are now logged in. However you will not see any dataflows the first time you log in. You will be sent an email when the reporting is open for your credentials.

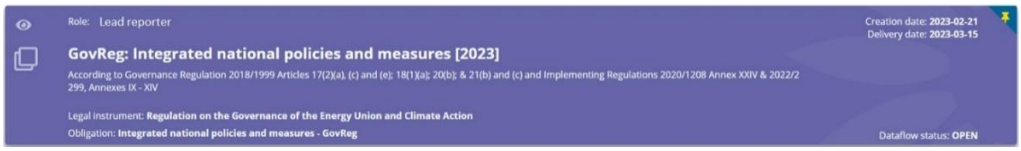
If you need support, please contact the EEA:

Governance Regulation helpdesk: govreg@eea.europa.eu

2.3. Dataflow overview

Once you are successfully logged in to Reportnet 3 you will see the **dataflows assigned to you**. If this is your only reporting obligation in Reportnet, you will only see this obligation. If you are a reporter on multiple obligations they should all appear here.

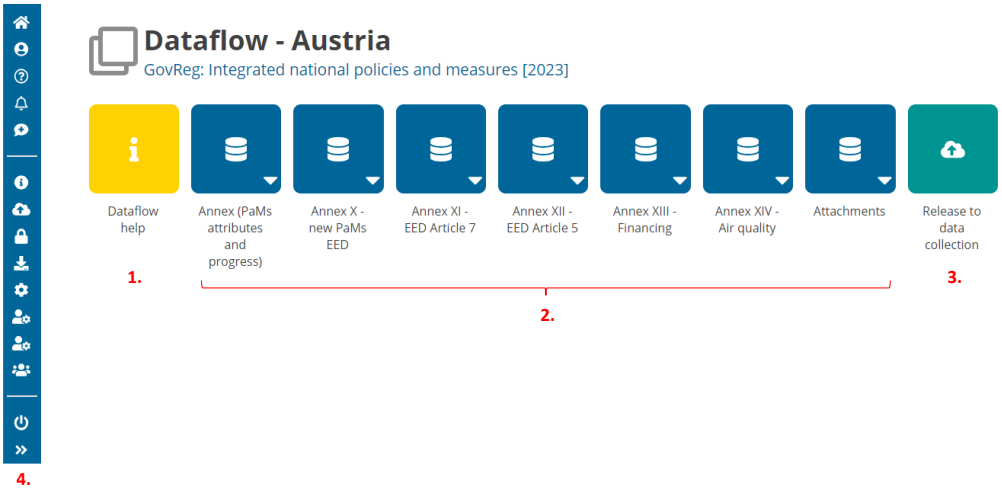
For historic dataflows, please note that these will still be visible in Reportnet. All dataflows will be labelled with the relevant reporting year (i.e., the first submission will be 2023). All dataflows in grey are closed (i.e. new submissions are now blocked, but data can still be reviewed and exported).



Once selecting the relevant dataflow, you will see the **reporting window** for the dataflow "Integrated national policies and measures".

The reporting window is made up of several key elements:

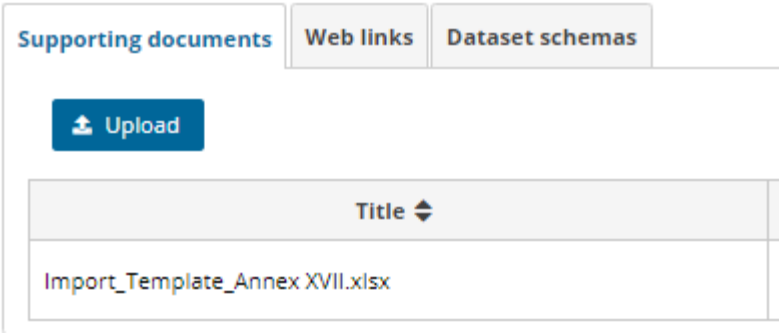
1. Dataflow help,
2. Data schema(s),
3. Data submission,
4. Navigation bar.



Dataflow help is presented on the far left (1; in yellow), and provides relevant helpful documentation, including these guidelines.

Inside dataflow help, useful documentation will be made available here, including:

- Supporting documents:
  - These guidelines,
  - Specific excel import guidance documentation.
- Web links:
  - Video trainings (technical and thematic) via YouTube,
  - Legislation and implementing regulations,
  - Links to relevant materials used within the dataflow,
  - Other possible guidance of relevance (such as guidance document for ex-post evaluation or methodologies for cost-benefit analysis).





Data schemas (in blue) are the location where data can be reported. Please see Sections 4 to 9 for detailed guidance on how to report. Different categories exist depending on the dataflow. For this dataflow the relevant data schemas include:

- **Data**: where reported data is provided,
- **Attachments**: where additional information (technical report and other supporting documentation) can be attached,
- **Reference data**: where fixed and read only data is stored.



Finalisation features (in green; 3) are located on the right in the reporting window. For more information, please see Section 0. These include:

- **Release to data collection**: to submit your final reported information.
- **Confirmation receipt**: is available only after the data is submitted.

The blue navigation bar on the left (4) provides many key pieces of information for reporters. Important icons include:

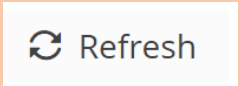


1. Help: which explains the main elements at each level.

2. Notifications: stores and monitors what happens in the dataflow, downloaded files are also available here.



If the system doesn't react click refresh to reload page

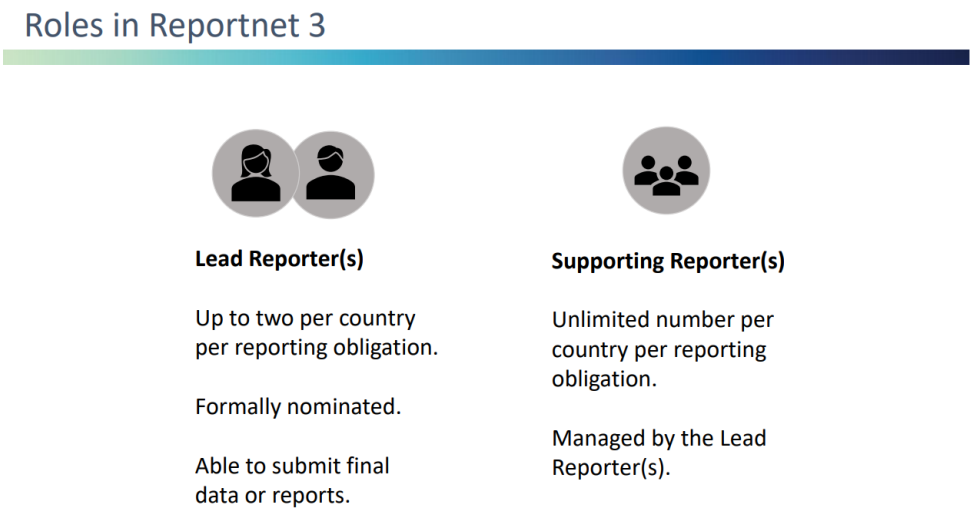


2.4. Organizing the reporting network

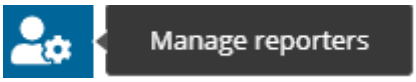
Lead reporters are officially nominated and are the ones that can submit data. They are also responsible for adding and managing supporting reporters (see guidance below).

Supporting reporters can upload and modify data in the system but cannot add other reporters or officially submit data.

For more information on the roles in the reporting process, please see Appendix 4 of this document.



A lead reporter can nominate as many supporting reporters as is necessary. This is achieved by selecting the **manage reporters** icon in the blue bar. This button is only available in the overview of all of the data schemas, not within each Annex webform.



Lead reporters are responsible for maintaining the reporting network.

2.5. Technical details of reporting

This section provides the technical guidance required for reporting in Reportnet 3. This includes:

- Use of import/export templates,
- Use of Reportnet tabular data view.

To ensure that Member States can report as easily as possible, the recommended workflow for this dataflow is as follows.

1. Download import/export template,
2. Input data in the template in excel,
3. Upload data to Reportnet,
4. Validate data (see Section 0),
5. Edit data in Reportnet (tabular data) only for minor updates (align data in input template),
6. Submit data when final data is ready.

Video trainings on the technical details of reporting are available through the EEA's YouTube channel: Governance Regulation Reporting Playlist

2.5.1. Use of import templates

A dedicated Excel import file has been prepared for this dataflow, to ensure the ease-of-use for Member States and is the recommended method for filling in this dataflow. It is important to note that if this method is used, **the Excel document** utilised should **always be updated** to correspond to the reported data on Reportnet. This is to ensure that data is not accidentally overwritten.

Note: The import and export templates for this dataflow are both useable as import templates (see Section 2.5.2).

2.5.1.1. Import template - downloading

The Excel import template can be **downloaded within the dataflow help icon** in the dataflow's reporting window. The files are called Import_Template_Annex_II and Import_Template_Annex_XVI for Annex II and Annex XVI reporting respectively.



2.5.1.2. Overview of Excel import template

The document is designed to look and feel similar to the legislation you are accustomed to. The tables are grouped into worksheets, to make all the reporting information easily accessible. **Some tables have been modified**, or **some additional worksheets have been included** to provide context or more structured information. These cases are justified and explained in detail in Section **Error! Reference source not found.**.

The template additionally contains an **instructions page** which provides:

- Basic instructions on understanding the dataflow,
- Links to guidance,
- Contents of the spreadsheet,
- Counter of answers,
- Information on pre-filling / post-filling.

This Excel import template includes the instructions sheet and a worksheet for each table to be reported:

Annex IV Excel import templates include the following worksheets:

- Instructions:
- Table 1: National contribution and indicative trajectory for primary and final energy consumption,
- Table 2: Milestones and progress indicators of the national building renovation plan – building stock,

- Table 3: Milestones and progress indicators of the national building renovation plan – renovation rates,
- Table 4: Milestones and progress indicators of the national building renovation plan - the contributions to the Union's energy efficiency and renewables targets,
- Table 5: Reporting on energy consumption reduction in line with Article 5 of Directive (EU) 2023/1791,
- Table 6: Reporting on energy efficiency financing as per Article 30 of Directive (EU) 2023/1791.
- Table 7: Barriers and measures taken to address barriers to energy efficient public procurement referred to in Article 7 of Directive (EU) 2023/1791
- Table 8: Assessment of the application and benefits of the energy efficiency first principle in energy systems referred to in Article 3 of Directive (EU) 2023/1791
- Table 9: Barriers and actions taken to address barriers to the implementation of the energy efficiency first principle referred to in Article 3 of Directive (EU) 2023/1791

Annex XVII Excel import templates include the following worksheets:

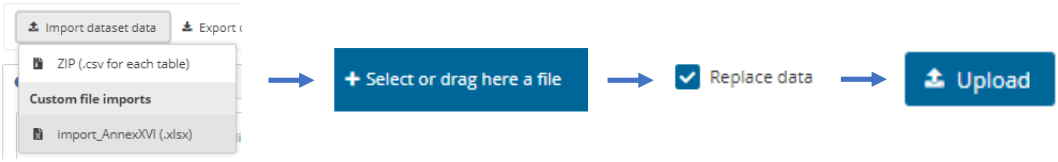
- Instructions:
- Table 1 – Number of energy audits carried out in in year X-3 and X-2. In addition, the total estimated number of large companies in their territory to which Article 8(4) of Directive 2012/27/EU is applicable and the number of energy audits carried out in those enterprises in the year X-3 and X-2,
- Table 2 – Number of energy audits and energy management systems carried out in in year X-3 and X-2. In addition, the total estimated number of obliged companies in their territory to which Article 8(4) of Directive 2012/27/EU and Article 11(1) and Article 11(2) of Directive (EU) 2023/1791 is applicable and the number of energy management systems, environmental management systems and energy audits carried out in those enterprises in the year X-3 and X-2,
- Table 3 - Total building floor area of the buildings with a total useful floor area over 250 m2 owned and occupied by the Member States' central government that, on 1 January in year X-2 and X-1, which did not meet the energy performance requirements referred to in Article 5(1) of Directive 2012/27/EU,
- Table 4 - Conversion factors and primary energy factors referred to in footnote (3) of Annex IV to Directive 2012/27/EU or in Article 31 of Directive (EU) 2023/1791,
- Table 5 – Internet link to the website where the list or the interface of energy services providers referred to in Article 18(1), point (c) of Directive 2012/27/EU can be accessible,
- Table 6 – Total floor area of heated and/or cooled buildings with a total useful floor area over 250 m2 that are owned by public bodies Table 7 – Total building floor area of heated and/or cooled buildings owned by the Member States' public bodies renovated, referred to in Article 6 of Directive (EU) 2023/1791.

2.5.1.3. Importing data into Reportnet

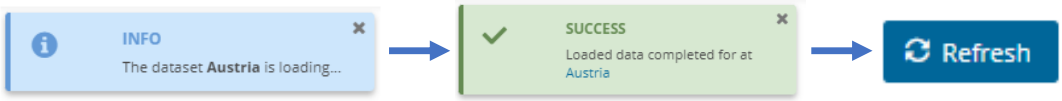


To upload your data, go into the **data reporting schema** in your Reportnet dataflow.

Click on **Import dataset data** (do not confuse with *Import table data)* and select the button **Import_AnnexIV (.xlsx)** or **Import_AnnexXVII (.xlsx)**. You will be prompted to select or drag your Excel template and click **Upload**. If you are re-uploading an Excel file, it is recommended to check the *Replace data* tickbox, to remove the old data and avoid duplication of records.



The file will be uploaded, and you will see a **blue info notification** on the top-right corner informing you the dataset is loading. Now the system will take the data from the Excel templates and manipulate it, so it fits the structure of the dataflow in Reportnet. Once the dataset has been loaded, you will see a **green success notification** (this should take a few minutes). Once the data is successfully loaded in, click the button **Refresh** in the top-right corner to display your data.

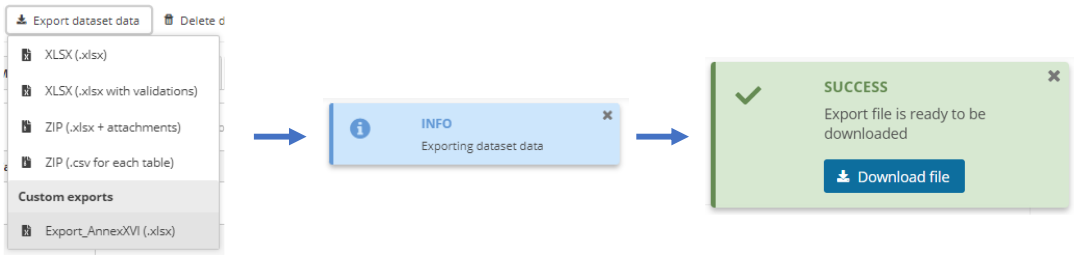


2.5.2. Special workflow with export templates

The RES dataflows (Annex II and Annex XVI) include pre-filled and post-filled data information, that is not directly reported via Reportnet, but via other platforms. Therefore, a special workflow has been created to allow access/use of this information in the most efficient means for Member States in their reporting obligations.

Excel export templates can be downloaded from Reportnet to include the pre-filled information that is useful for reporting. To download the Excel export template, enter the data reporting schema and click on the **Export dataset data** icon. select the 'custom export' **Export_AnnexII (.xlsx)** or **Export_AnnexXVI (.xlsx)**.

Once selected Reportnet will prepare your download, collating pre-filled data (and additional data entered into Reportnet if you have already entered/imported data). You will be prompted by a **blue information icon**. Once successful a **green success icon** will appear with a download link, click here to download your export template.



If the **green success icon disappears**, or you close it, then **the download can still be accessed under the 'notifications'** icon in the blue bar. Here you will find a success notification titled "External reporting export file generated successfully", with a download file action to the right. This is the link that allows you to download the export file.



This document will look nearly identical to the import template (see Section 2.5.1). The main difference is that cells linked to pre-filling, post-filling, and aggregations are now colour coded according to the legislation (see Section 1.4.1).

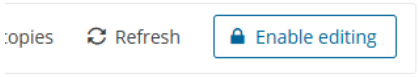
You may now edit the data linked to green cells and re-import with the export template into Reportnet (see Section 2.5.1).

It is <u>not possible</u> to import pre-filled or post-filled data into Reportnet. If there are issues with the non-Reportnet data, please follow up with the relevant data owner (see Section 0).

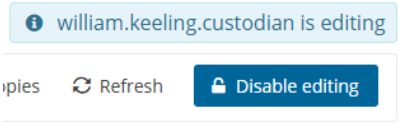
2.5.3. Enabling and disabling editing

As of 2027, **datasets need to be "enabled" for editing** (see image below) to add data directly to the tabular data format. This is available via a button in the top right section.

Before enabling



After enabling



Once enabled, the button will turn blue and display which user has locked the dataset for editing. At this point data can be editing (see rest of this sub-chapter and all thematic guidelines in this document).

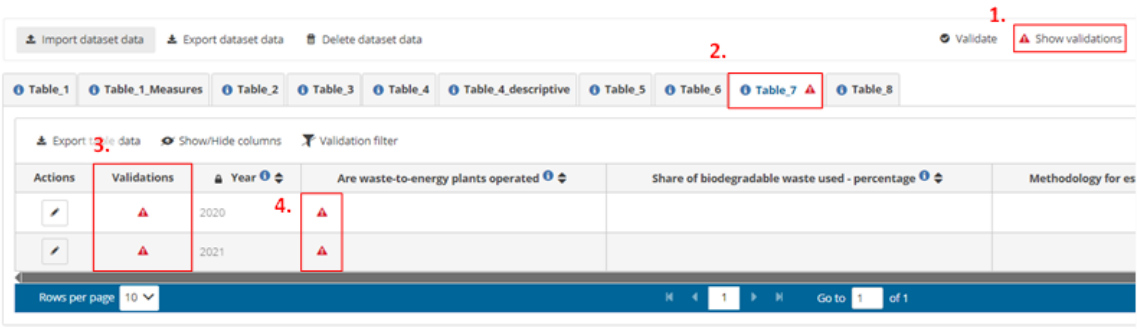
To import files and preload data (see section on import templates and preloading), and to validate data (see section on Validating submissions) **the dataset needs to be "disabled"**.

Please note: only one user can enable editing at a time. To allow other users easy access to the dataflow, please remember to disable access when not actively editing. Access will automatically timeout after 12 hours, if not disabled manually.

2.5.4. Use of Reportnet tabular data view

Once inside a data schema, you will have access to the **tabular data format** of your data within Reportnet 3. This is how your data is processed in the system and released into a database. The data schema is organised by table, which can be selected at the top of the data table.

If you view data in the 'Tabular data' view rather than the webform, the validation errors can be viewed in **table tabs** (2), row-level validations can be found in the **Validations field** (3), and cell level validations are reported within the **relevant record** (4):



Data can be manually edited within Reportnet by clicking on the relevant cell. However, it is highly recommended that if edits are made in Reportnet directly that the accompanying Excel import template is updated accordingly. This can be achieved via utilising the export functionality (see Section 2.5.2).

Please note that this information **only includes data reported to Reportnet 3** (green cells in the legislation). Data coming from other reporting obligations (i.e., pre-filled / post-filled / aggregated) will not be displayed here. On how to access this data see Section 2.5.2.

The **attachments schema** can be used to add supporting documentation to this dataflow, allowing you to clarify further details on the data provided. This is a useful tool for adding information not requested within the tables.

2.5.5. Notation keys

Notation keys are a type of statistical symbol which replace, or supplement, numeric (integer/float) values where not available. The term notation key is officially used within the UNFCCC Greenhouse Gas (GHG) inventory reporting[2]. In this context they provide additional information in a condensed and standardised format for the reasons why data cannot be reported.

As of 2025, notation keys will be used in NECPR reporting in Reportnet 3. The purposes of which is to provide more nuance on the data reported and reducing the requirements for redundant follow up during the post-submission quality assurance process. Notation keys are therefore only required for non-mandatory reporting values (and only instead of a NULL value). For mandatory fields, notation keys will not be accepted and a reporting value is required.

The notation keys being deployed in Reportnet 3 are as follows:

Notation key	Description
NA	Not applicable - For data and activities in a reporting country that **are not applicable** or relevant to the context of the reporting country. Anticipated to be used in the context of Miap and V reporting fields. This notation key can be used instead of a value or 0, to ensure complete reporting.
NAv	Not available – For data and activities in a reporting country that **are applicable** to the context of the reporting country, however the data is not available.

[2] https://unfccc.int/resource/tet/bg/bg2-02_Overview_Notation_Keys.pdf

	Anticipated to be used in the context of Miap, Miav and V reporting fields. This value can be used instead of a value or 0, to ensure complete reporting.

Notation keys can be added both via the import template or via the Reportnet tabular data viewer. In both cases only one notation key can be reported for a single cell of the reporting. If using the import template, the specific value of the notation key must be reported precisely instead of a quantiative value. Any deviation from the code above will result in an incorrect import (e.g. “NA_”, “NA;NAv”, “Not applicable” would activate a blocker in the system).

An overview of the specific notation keys accepted throughout the dataflow are detailed below:

Annex, Table	Reporting element	Notation keys accepted
Annex IV, Table 2	Direct GHG emissions	NAv
Annex IV, Table 2 other	Residential buildings	NAv
Annex IV, Table 2 other	Of which worst performing buildings	NAv
Annex IV, Table 2 other	Non-Residential buildings	NAv
Annex IV, Table 2 other	Of which worst performing buildings	NAv
Annex IV, Table 3	Average renovation depth (%)	NAv
Annex IV, Table 5	Population of less than 50 000	NA
Annex IV, Table 5	Population of more than 50 000	NA
Annex IV, Table 5	Public transport	NA
Annex IV, Table 5	Armed forces	NA
Annex IV, Table 6	Unit investment cos	NA
Annex XVII, Table 2	Energy management systems implemented	NA or NAv
Annex XVII, Table 2	Number of obliged companies	NA or NAv
Annex XVII, Table 2	Energy management systems in obliged companies	NA or NAv
Annex XVII, Table 3	Buildings with a total useful floor area over 250 m	NA or NAv
Annex XVII, Table 4	National primary energy factor for other energy carrier	NA or NAv
Annex XVII, Table 4	Conversion factors	NA
Annex XVII, Table 6	Public social housing included in the baseline	NA
Annex XVII, Table 6	Public social housing excluded from the baseline	NA
Annex XVII, Table 7	Buildings renovated to nearly zero-energy buildings	NA or NAv
Annex XVII, Table 7	Buildings with less stringent requirements	NA or NAv
Annex XVII, Table 7	Energy savings achieved	NA or NAv
Annex XVII, Table 8	Estimate of energy savings	NA

Annex XVII, Table 8	Energy savings in buildings of public bodies	NA
Annex XVII, Table 8	Renovation passports issued	NA or NAv
Annex XVII, Table 8	Buildings with renovation passports introduced	NA
Annex XVII, Table 8	Buildings with renovation passports not introduced	NA or NAv
Annex XVII, Table 8	Floor area renovated to nearly-zero energy buildings	NA
Annex XVII, Table 8	Floor area renovated to zero energy buildings	NA



Notation keys are now a required value instead of a “NULL” value, for Miap, Miav and V reporting values. **If neither a value or notation key is provided, a blocker will activate in the dataflow** (See section 5).

3. THEMATIC GUIDELINES FOR REPORTING – ANNEX IV

This section provides the step-by-step guidelines for reporting. This includes visual guide **of how and where** to report for Reportnet (i.e., in excel templates), 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).

For tables that will be pre-filled or post-filled based on other reporting sources, or for annexes that are more straightforward, simplified guidance is provided.

This section provides guidance for reporting information on the energy efficiency dimension (Article 3), according to Annex IV of the Implementing Regulation. This includes:

- Table 1: National contribution and indicative trajectory for primary and final energy consumption,
- Table 2: Milestones and progress indicators of the national building renovation plan – building stock,
- Table 3: Milestones and progress indicators of the national building renovation plan – renovation rates,
- Table 4: Milestones and progress indicators of the national building renovation plan - the contributions to the Union's energy efficiency and renewables targets,
- Table 5: Reporting on energy consumption reduction in line with Article 5 of Directive (EU) 2023/1791,
- Table 6: Reporting on energy efficiency financing as per Article 30 of Directive (EU) 2023/1791.
- Table 7: Barriers and measures taken to address barriers to energy efficient public procurement referred to in Article 7 of Directive (EU) 2023/1791
- Table 8: Assessment of the application and benefits of the energy efficiency first principle in energy systems referred to in Article 3 of Directive (EU) 2023/1791
- Table 9: Barriers and actions taken to address barriers to the implementation of the energy efficiency first principle referred to in Article 3 of Directive (EU) 2023/1791

The reporting requirements derive from Article 21 of the Energy Union Governance Regulation which is specifically dedicated to NECPR reporting on energy efficiency and requires Member States to include information on implementation of national trajectories, objectives and targets including long-term renovation strategies in accordance with Article 2a of Directive 2010/31/EU.

3.1. Annex IV, Table 1: National contribution and indicative trajectory for primary and final energy consumption

Reporting element	Specification	Unit	Year	
			X-3	X-2
Progress towards indicative trajectory in PEC [1]	M	ktoe	1	
Progress towards indicative trajectory in FEC [1]	M	ktoe	2	
General comments on the national contributions and indicative trajectory for primary and final energy consumption[2]	M		3	
Explanation of measures to cover the gap to reach the national energy efficiency contributions, if the final energy consumption is above the indicative trajectory for final energy consumption [3]	M_{iap}		4	

3.1.1. FIELD 1: Progress towards indicative trajectory in PEC

Purpose

The purpose of this field is for the Member State to report their national contribution to the EU 2030 energy efficiency target for primary energy in accordance with their final updated NECP.

These field will be pre-filled based on Eurostat energy balance data when available. Details on this process can be found in the introduction of these guidelines (Section 1).

Guidance, including format of the data

Data format: number (decimal)

Level of obligation: Mandatory

3.1.2. FIELD 2: Progress towards indicative trajectory in FEC

Purpose

The purpose of this field is for the Member State to report their national contribution to the EU 2030 energy efficiency target for final energy in accordance with their final updated NECP.

These field will be pre-filled based on Eurostat energy balance data when available. Details on this process can be found in the introduction of these guidelines (Section 1).

Guidance, including format of the data

Data format: number (decimal)

Level of obligation: Mandatory

3.1.3. FIELD 3: General comments on the national contributions and indicative trajectory for primary and final energy consumption

Purpose

The purpose of this field is for the Member State to provide additional explanation on the national contribution and indicative trajectory for primary and final energy consumption, including their underlying methodology. Additionally, reporters can upload supporting documents to Reportnet via the Attachments schema.

Guidance, including format of the data

Data format: text

Level of obligation: Mandatory

3.1.4. FIELD 4: Explanation of measures to cover the gap to reach the national energy efficiency contribution, if the final energy consumption is above the indictive trajectory for final energy consumption.

Purpose

The purpose of this field is for the Member State to report additional measures that will be used to cover the gap to reach the national energy efficiency contribution for final energy, in accordance with Article 4(6) of the Directive (EU) 2023/1791. All measures reported under this entry shall be detailed in Annex IX, table 1. Additionally, reporters can upload supporting documents to Reportnet via the Attachments schema.

Guidance, including format of the data

Data format: text

Level of obligation: Mandatory if applicable

3.2. Annex IV, Table 2: Milestones and progress indicators of the national building renovation plan – building stock

	Number of buildings[1]			Total floor area (m^2)[2]			Primary energy consumption of			Final energy consumption of			Direct GHG emissions in buildings ($MtCO_{2e}$)			Total GHG emissions in buildings ($MtCO_{2e}$)		
	2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2
Specification	M	M	M	M	M	M	M	M	M	M	M	M	M_{iav}	M_{iav}	M_{iav}	M	M	M
Residential buildings	1			2			3			4			5			6		
Of which worst performing buildings [4]																		
Non-Residential buildings																		
Of which worst performing buildings																		

According to Article 3 of the Energy Performance of Buildings Directive (EPBD(2024/1275/EU – EPBD),) Member States must establish a national building renovation plan to ensure the renovation of the national stock of residential and non-residential buildings, both public and private, into a highly energy-efficient and decarbonised building stock by 2050, with the objective to transform existing buildings into zero-emission buildings.".

Each national building renovation plan shall include:

a) an overview of the national building stock for different building types,

b) a roadmap with nationally established targets and measurable progress indicators, including the reduction of the number of people affected by energy poverty

c) an overview of implemented and planned policies and measures,

d) an outline of the investment needs for the implementation of the national building renovation plan, the financing sources and measures, and the administrative resources for building renovation,

e) the thresholds for the operational greenhouse gas emissions and annual primary energy demand of a new or renovated zero-emission building,

f) minimum energy performance standards for non-residential buildings on the basis of maximum energy performance thresholds,

g) national trajectory for the renovation of the residential building stock, and

h) an evidence-based estimate of expected energy savings and wider benefits, including those related to indoor environmental quality.

An annotated template and spreadsheet template for data collection have been drafted by the Commission to support and simplify the submission of National Building Renovation Plans. Their use by EU countries is voluntary.

This NECP R exercise will take place few months after the submission deadline of the first NBRP due by 31 December 2026. In that respect for this table and related ones (3 and 4 of Annex IV), Member States are invited to ensure consistency between data reported in NECP R and their NBRP and/or report more detailed and up-to-date data if available.

The objective of Table 2 of Annex IV is to collect information and monitor national progress on basic indicators related to the national building stocks.

3.2.1. FIELD 1: Number of buildings

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's building stock in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Member States are invited to report consistent data with their first submitted NBRP and/or report more up-to-date data if available. Member States are also invited to ensure consistency with the number and floor area of building stock from the national databases for the energy performance of buildings and transferred to the Building Stock Observatory in accordance with Article 22 of the EPBD recast and following the common templates set by the Implementing Regulation for the transfer of information from national energy performance of buildings databases to the EU Building Stock Observatory ([3])

The number of buildings should be based on national data from statistical offices or on data collected for administrative purposes (e.g. cadastre, construction permitting, etc.). Data and statistics for construction activity (e.g. new construction rate and demolition rate) or statistical sampling could also

([3]) Implementing regulation EU) 2025/1328

be used. While dedicated statistics on buildings is the best way to ensure high quality information on buildings, in the absence of such statistics, estimates and modelling could be used.

Guidance, including format of the data

The Member States should report on the number of buildings for the following categories:

- Residential buildings
- Of which worst performing buildings
- Non-Residential buildings
- Of which worst performing buildings

Definitions:

Building' means a roofed construction having walls, for which energy is used to condition the indoor climate in line with (Directive 2024/1275/EU, Article 2(1)). Annex I point 6 of the same Directive defines, for the purpose of the calculation of energy performance of buildings, the following classification of categories: (a) single-family houses of different types; (b) apartment blocks; (c) offices; (d) educational buildings; (e) hospitals; (f) hotels and restaurants; (g) sports facilities; (h) wholesale and retail trade services buildings; (i) other types of energy-consuming buildings.

Residential buildings include single family buildings and apartment blocks (multi apartment buildings) as a whole and not the individual number of apartments (building units). For example, if an apartment block has 10 apartments (building units) this should count for 1 building and not for 10 buildings. Member States may provide the number of building units in the section *"Other"* of this table.

Non-residential buildings include offices, educational buildings, hospitals, hotels and restaurants, sports facilities, wholesale and retail trade services buildings and other types of energy-consuming buildings.

In the case of buildings of mixed use, then the dominant use in terms of floor area should characterise the type of building. For example, a building with shops in the ground floor of 500 m^2 and apartments in the upper floors of 1000 m^2 means that the building is a multi-apartment building.

Worst performing building should be described in line with the definition and data reported under their national building renovation plan.

Data format: number (integer)

Level of obligation: Mandatory.

3.2.2. FIELD 2: Total floor area

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's total building floor area in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report on the total floor area (m^2) for the following categories:

- Residential buildings
- Of which worst performing buildings
- Non-Residential buildings
- Of which worst performing buildings

Total floor area reported in (m^2) is the area used as reference size for the assessment of the energy performance of a building, calculated as the sum of the useful floor areas of the spaces within the building envelope specified for the energy performance assessment.

The definition above mostly refers to an individual building for the scope of the EPBD.

Member States are encouraged to report consistent data with their first submitted NBRP and/or report more up-to-date data if available. They are also invited to ensure consistency with the number of buildings reported in the national databases set according to Article 22 of the recast EPBD and annually transferred into the Building Stock Observatory according to the Implementing Regulation for the transfer of information from national energy performance of buildings databases to the EU Building Stock Observatory ([4])

Please also refer to the Guidance under FIELD 1 for further definitions.

Data format: number (decimal)

Level of obligation: Mandatory.

3.2.3. FIELD 3: Primary energy consumption of buildings

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's total primary energy consumption of buildings in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report on the Primary energy consumption of buildings (ktoe) on the following categories:

- Residential buildings
- Non-Residential buildings

Primary energy consumption of buildings reported in ktoe should be as considered in the energy performance calculation of buildings defined by Directive 2024/1275/EU: article 2(9) '*primary energy' means energy from renewable and non-renewable sources which has not undergone any conversion or transformation process.*

Member States already had to report the primary energy use/consumption of the building stock in their national building renovation plans, and they could use these data as source and update them.

([4]) Implementing regulation EU) 2025/1328

Primary energy consumption of the building sector should be based on national sources and relevant estimates and take into consideration the Eurostat statistics approximating energy consumption in buildings.

As an example, at Eurostat is available the disaggregated final energy consumption in households by end-use type ([5]) (heating, domestic hot water, cooling etc.), including by type of fuel per type of end-use. A fair proxy is to translate this final energy consumption in primary by applying the corresponding primary energy factors as defined at national level such as for the cost optimal calculation methodology on which the Member States have to report periodically to the Commission (under the Energy Performance of Buildings Directive 2024/1275/EU).

Another possible approach is to extrapolate the average primary energy consumption from the Energy Performance Certificates which are available in national databases. This approach may be more appropriate especially in countries where the Energy Performance Certificates are issued for a significant part of the building stock. Member States may complement this data, with information from the cost-optimal calculation reports.

Renewable energy generated onsite and exported to the grid may be discounted based on a clear and transparent methodology.

Please also refer to the Guidance under FIELD 1 for further definitions.

Data format: number (decimal).

Level of obligation: Mandatory Primary energy consumption of worst-performing building is not requested.

3.2.4. FIELD 4: Final energy consumption of buildings

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's final energy consumption of buildings in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report on the Final energy use of buildings (ktoe) on the following categories:

- Residential buildings
- Non-Residential buildings

Member States already had to report the final energy use/consumption of the building in their national building renovation plan they could use these data as source and update them.

The final energy consumption of households by end-use type for residential buildings (households) is reported by Member States in ESTAT ([6]) and national statistics.

([5]) table **NRG_D_HHQ at Eurostat database** Statistics | Eurostat (europa.eu)

([6]) table **NRG_D_HHQ at Eurostat database** Statistics | Eurostat (europa.eu)

For non-residential the energy balances include the final energy consumption for the services sector. From this, Member States should estimate and deduct the consumption of public outdoor lighting as well the electricity consumption for equipment that doesn't fall under EPBD scope (e.g. appliances).

Dedicated statistics on buildings is the best way to ensure high quality information on buildings. In the absence of such statistics, estimates and modelling could be used. In the absence of more detailed statistics/information that are able to identify buildings as a separate category, reporting entities can use the following approximation from Eurostat:

"Buildings = Service sector + Household sector".

As regards the "service sector", it includes both non-residential and public buildings. In terms of NACE rev. 2 (see below), this approach means to sum sections from G to U (equivalent to the sum of divisions from 45 to 99).

In energy statistics, this general approximation is sometimes used for indicators. However, it has major limitations that need to be taken into account (and can be generalised beyond energy statistics into other statistical domains):

- It excludes energy consumption in industrial buildings (e.g. those classified in energy statistics under transformation sector, energy sector and final energy consumption in industry sector, agriculture, forestry and fishing). Please also refer to the definition of 'buildings' under FIELD 1.

- It includes certain outdoor activities, such as street lighting or swimming pool heating. The exact scope/magnitude of this limitation depends on the definition of activities to be covered for building statistics and those to be excluded.

- Statistics in some countries might not be able to properly assign all activities to different sectors, such as charging of electric cars at home to be reported under transport instead of under households (buildings).

- Prosumers: flows related to auto-produced and auto-consumed energy (mostly electricity and heat, micro CHP generation, off-grid solar panels, heat pumps capturing ambient heat, etc.) are difficult to fully capture in statistics and might be estimated, modelled or omitted. With the future increase of energy transformation and generation at the end-user level, this might be a significant issue. Technology already exists today and decreasing costs might result its widespread use and thus state authorities should already make an effort to correctly monitor it.

Broad Structure of NACE Rev. 2

Section	Title	Divisions
A	Agriculture, forestry and fishing	01 – 03
B	Mining and quarrying	05 – 09
C	Manufacturing	10 – 33
D	Electricity, gas, steam and air conditioning supply	35
E	Water supply; sewerage, waste management and remediation activities	36 – 39
F	Construction	41 – 43
G	Wholesale and retail trade; repair of motor vehicles and motorcycles	45 – 47
H	Transportation and storage	49 – 53
I	Accommodation and food service activities	55 – 56
J	Information and communication	58 – 63
K	Financial and insurance activities	64 – 66
L	Real estate activities	68
M	Professional, scientific and technical activities	69 – 75
N	Administrative and support service activities	77 – 82
O	Public administration and defence; compulsory social security	84
P	Education	85
Q	Human health and social work activities	86 – 88
R	Arts, entertainment and recreation	90 – 93
S	Other service activities	94 – 96
T	Activities of households as employers; u0ndifferentiated goods- and services-producing activities of households for own use	97 – 98
U	Activities of extraterritorial organisations and bodies	99

Please also refer to the Guidance under FIELD 1 for further definitions.

Data format: number (decimal)

Level of obligation: Mandatory, Final energy consumption of worst-performing building is not requested.

3.2.5. FIELD 5: Direct GHG emissions in buildings

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's Direct GHG emissions in buildings in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report on the direct GHG emissions in buildings ($MtCO_{2e}$) on the following categories:

- Residential buildings
- Non-Residential buildings

Definitions:

Direct GHG emissions in buildings

In the context of the NECP reporting GHG emissions (direct and total) relate to operational GHG (linked to energy use, direct and indirect), not to embodied carbon.

Member States already had to report the total (direct+indirect) GHG emissions of the building in their national building renovation plan they could use these data as source and update them by discounting indirect emissions.

Once the Member States estimate the final (FEC) and primary (PEC) energy consumption, the GHG emissions are easy to be calculated: the direct GHG emissions are the FEC for direct use of fossil fuels multiplied by:

- the default emission factors related to net calorific values (in t CO2/TJ) for each fuel as from Commission Regulation (EU) No 2018/2066, annex VI table 1 ([7])
- or any national emission factors used for the annual GHG inventory UNFCCC[8]

The direct emissions of the residential/households and services sectors (hence the building stock) are reported annually to EEA as part of the GHG inventory ([9]). This reflects well the direct emissions of buildings since energy use outside the scope of the Energy Performance of Buildings Directive is generally electricity from the grid for the ICT and appliances.

As an example, the emissions related to gas demand (e.g. from a boiler) will be the equivalent of the annual energy consumption multiplied by the corresponding fuel emission factor.

Please also refer to the Guidance under FIELD 1 for further definitions.

Data format: number (decimal)

Level of obligation: Mandatory if available

The "mandatory if available" category refers to Member States having to submit only if such information is available to them at the time of the submission of the biennial progress report.

Notation keys must be used if the requested data are not reportable indicating "NAv" if data is not available.

Direct GHG emissions of worst-performing building are not requested.

3.2.6. FIELD 6: Total GHG emissions in buildings

Purpose

([7]) https://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:02018R2066-20240701#tocId214

([8]) https://unfccc.int/ghg-inventories-annex-i-parties/2026

([9]) EEA greenhouse gases - data viewer — European Environment Agency (europa.eu)

The purpose of this field is for the Member State to report on and establish the Member State's total GHG emissions in buildings in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report on the total GHG emissions in buildings ($MtCO_{2e}$) on the following categories:

- Residential buildings
- Non-Residential buildings

Definitions:

Member States already had to report the total (direct+indirect) GHG emissions of the building in their national building renovation plan they could use these data as source and update them.

Total GHG emissions are the sum of direct emissions calculated in the previous field and indirect emissions.

The indirect emissions, i.e. GHG emissions related to electricity or heat from district heating consumption, can be calculated by multiplying the average GHG emission intensity of electricity and heat generation in the given country or region with the corresponding electricity or heat from district heating consumption of the building stock.

There are few ways to estimate these GHG intensities based on the energy mix and in principle they should be available at country levels from the GHG emission inventories or from other reporting processes. A simple way is to take the emission intensity of electricity generation updated annually by EEA [10]. For distributed heat generation, it is also possible to calculate and use the emissions intensities of the district heating deserving each part of the considered building stock.

Please also refer to the Guidance under FIELD 1 for further definitions.

Data format: number (decimal)

Level of obligation: Mandatory.

Total GHG emissions of worst-performing building are not requested.

([10]) https://www.eea.europa.eu/en/analysis/indicators/greenhouse-gas-emission-intensity-of-1

3.3. Annex IV, Table 2: milestones and progress indicators of the national building renovation plan – building stock

	Specification	Other 1 [1]			Other 2 [1]			Other 3 [1]			Other 4 [1]			Other 5 [1]		
Indicator	M_{ev}	1														
Unit	M_{ev}															
Values		2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2	2020	X-3	X-2
Residential buildings	M_{ev}	2														
Of which worst performing buildings [2]	M_{ev}															
Non-Residential buildings	M_{ev}															
Of which worst performing buildings	M_{ev}															
Other (please specify replacing this text)	M_{ev}															

This table is a follow up of Table 2. It replaces the field "Other" located on the right end of Table 2 in the Implementing Regulation. It is presented here as a separate table for ease of reporting and data processing.

The purpose of this table is for Member States to report on any other indicators as presented in the national building renovation plan.

Other indicators could reflect the number of buildings and/or total floor area (m2) per energy performance class, per construction period, per building size, per climatic zone, per building size, the number of Energy Performance Certificates per building type and/or per energy performance class, an overview of the capacities in the construction, the share of heating system in the building sector, heating system type, whole-life-cycle greenhouse gas emissions, etc. Other externalities could also be used to provide a better picture of the buildings sector, such as investments for the renovation of the existing stock, construction's share in GDP, health issues, etc.

3.3.1. Field 1: Other

Purpose

The purpose of this field is for the Member State to report the name and unit of any other indicators as presented in the national building renovation plan.

Guidance, including format of the data

This field requires reporting in 2 different elements:

- 1. Indicator: The name of the indicator should be reported. Data format: free text
- 2. Unit. Data format: free text

The name of the other indicator needs to clarify what this aims to achieve. The name must be comprehensible and ideally should only consist of a few words.

If an indicator has been included into a legal act (law, decree, regulation, etc.), it is recommended to report its name as it appears in that act, preferably in English.

Where Member States have more than one indicator, each one will be added into a separately (e.g. under Other 1, Other 2…).

Data format: free text.

Level of obligation: Mandatory if available (i.e. Member States have to submit only if such information is available to them at the time of the submission of the biennial progress report).

Notation keys must be used if the requested data are not reportable indicating "NAv" if data is not available.

3.3.2. Field 2: Values

Purpose

The purpose of this field is for the Member State to report on the value of any other indicators as presented in the national building renovation plan. These should be reported in three historical years. The years are identified as 2020, X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report other indicators on the following categories, as applicable:

- Residential buildings
- Non-Residential buildings
- If the indicator refers to a building category different to the ones above, reporters can specify the scope in the cell marked as "*Other (please specify replacing this text)*"

Please refer to the Guidance under Table 2 -FIELD 1 for further definitions on building categories.

Data format: number (decimal)

Level of obligation: Mandatory if available (i.e. Member States have to submit only if such information is available to them at the time of the submission of the biennial progress report).

Notation keys must be used if the requested data are not reportable indicating "NAv" if data is not available.

3.4. Annex IV, Table 3: Milestones and progress indicators of the national building renovation plan – renovation rates

		Number of buildings renovated		Total floor area renovated (m^2) [2]		Renovation rate (%) [3]		Average renovation depth (%) [4]	
		X-3	X-2	X-3	X-2	X-3	X-2	X-3	X-2
Specification		M	M	M	M	M	M	M_{iav}	M_{iav}
Residential buildings	Light								
	Medium								
	Deep								
	Total	1		2		3		4	
Non-residential buildings	Light								
	Medium								
	Deep								
	Total								

This table refers to 'energy renovations'. An energy renovation means the change of one or more building elements (building envelope and technical building systems), having the potential to significantly affect the calculated or metered amount of energy needed to meet the energy demand associated with a typical use of the building, which includes, inter alia, energy used for heating, cooling, ventilation, hot water and lighting.

Member States already had to report renovation rates in their national building renovation plan they could use these data as source and update them by discounting indirect emissions.

Under national and EU funded renovation programmes (e.g. from Cohesion Funds, ERDF, RRP, national programmes and financing schemes), the energy savings should be estimated. Member States may collect all these info and sum-up savings under each type of renovation depth. All 'energy renovations' should be included, not only those related to the use of financial support schemes. Data on the number of buildings renovated can also be derived from administrative databases (e.g. on renovation permits or changes in EPC databases), information on the economic activity of the building sector, sampling, etc.

The fields marked in blue will be automatically calculated based on the data filled in the fields marked in green.

3.4.1. FIELD 1: Number of buildings renovated

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's Number of buildings renovated in two historical years. The years are identified as X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

The Member States should report on the number of buildings renovated on the following categories:

- Residential buildings
- Non-Residential buildings

Each of the above categories is divided into 4 different indicators called renovation depths which should be reported for each of the years. These indicators are 'Light', 'Medium', Deep' and 'Total'.

Definitions:

Renovation depths are the ratio between primary energy saved and total primary energy before renovation of the respective part of the stock. They are defined on the basis of primary energy savings:

- light ($3\% \leq x \leq 30\%$ savings);
- medium ($30\% < x \leq 60\%$ savings); and
- deep ($x>60$ % savings) - this definition for statistical purposes is distinct from the definition of "deep renovation" introduced for financing purposes (article 2(20) of the recast EPBD)

Member States already had to report number of renovated buildings in their national building renovation plan they could use these data as source and update them by discounting indirect emissions.

Data on the number of buildings renovated can be derived, captured or estimated from administrative databases (e.g. on renovation permits or changes in EPC databases), information on the economic activity of the building sector, sampling, etc. MSs may also use ad hoc surveys to estimate these numbers. National renovation funding schemes may also constitute a fair proxy.

Data format: number (integer)

Level of obligation: Mandatory.

3.4.2. FIELD 2: Total floor area renovated (m2)

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's total building floor area renovated in two historical years. The years are identified as X-3 and X-2, where X is the reporting year. The renovation rates and depths do not refer to individual buildings but to the whole renovated building stock.

Guidance, including format of the data

The Member States should report on the total renovated floor area of the buildings on the following categories:

- Residential buildings
- Non-Residential buildings

Each of the above categories is divided into 4 different indicators called renovation depths should be reported for each of the years. These indicators are 'Light', 'Medium', Deep' and 'Total'.

Definitions:

Total floor area reported in [m^2] is the area used as reference size for the assessment of the energy performance of a building, calculated as the sum of the useful floor areas of the spaces within the building envelope specified for the energy performance assessment.

Please also refer to the Guidance under FIELD 1 for further definitions.

Member States already had to report the renovated floor area in their national building renovation plan they could use these data as source and update them by discounting indirect emissions.

Data on the renovated floor area can be derived, captured or estimated from administrative databases (e.g. on renovation permits or changes in EPC databases), information on the economic activity of the building sector, sampling, etc. MSs may also use ad hoc surveys to estimate these numbers. National renovation funding schemes may also constitute a fair proxy.

Data format: number (decimal)

Level of obligation: Mandatory.

3.4.3. FIELD 3: Renovation rate

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's renovation rate in wo historical years. The years are identified as X-3 and X-2, where X is the reporting year. The renovation rates and depths do not refer to individual buildings but to the whole renovated segment of the building stock.

Guidance, including format of the data

The Member States should report on the renovation rate of the buildings on the following categories:

- Residential buildings
- Non-Residential buildings

Each of the above categories is divided into 3 different indicators called renovation depths to be reported for each of the years. These are 'Light', 'Medium' and Deep'.

Definitions:

Renovation rate refers to the cumulated affected building floor area [m2] of all buildings that underwent an energy renovation in historic calendar years X-3 or X-2, for different renovation depths, divided by the total floor area [m2] of the building stock in the same period.

Please also refer to the Guidance under FIELD 1 and 2 for further definitions.

The fields marked in blue will be automatically calculated based on the data filled in the fields marked in green as per the following example:

Renovation rate for light renovation (%) = floor area renovated at light level / total floor area.

Data format: number (percentage)

Level of obligation: Mandatory.

3.4.4. FIELD 4: Average renovation depth

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's average renovation depth in two historical years. The average renovation depth is the ratio between primary energy saved and total primary energy before renovation of the respective segment. The years are identified as X-3 and X-2, where X is the reporting year. This indicator does not refer to individual buildings but to the whole renovated building stock.

Guidance, including format of the data

The Member States should report on the deep renovation equivalent rate of the buildings on the following categories:

- Residential buildings
- Non-Residential buildings

This metric is to be recorded for the Total of renovation depths only.

Please also refer to the Guidance under FIELD 1, 2 and 3 for further definitions.

Data format: number (percentage)

Level of obligation: Mandatory, if available (i.e. Member States have to submit only if such information is available to them at the time of the submission of the biennial progress report).

Notation keys must be used if the requested data are not reportable indicating "NAv" if data is not available.

3.5. Annex IV, Table 4: Milestones and progress indicators of the national building renovation plan - the contributions to the Union's energy efficiency and renewables targets

	Specification	Unit	Values in X-2
The Member State's contribution to the Union's energy efficiency targets in accordance with Article 4 of Directive (EU) 2023/1791 attributable to its building stock's renovation [1]	M	Share (%)	1
	M	Final Energy Saving (ktoe)	
The Member State's contribution to the Union's renewable energy targets in accordance with Directive (EU) 2018/2001 attributable to its building stock's	M	Share (%)	2

3.5.1. FIELD 1: The Member State's contribution to the Union's energy efficiency targets in accordance with Article 4 of Directive (EU) 2023/1791 attributable to its building stock's renovation

Purpose

The purpose of this field is for the Member State to report the contribution of building stock's renovation to the Union's energy efficiency targets.

Guidance, including format of the data

The indicators estimate and report the share that energy savings linked to buildings renovation represent compared to the overall national EE targets in Year X-2. The variations of energy consumption which relates to new constructions, demolitions or energy uses outside the scope of the EPBD (e.g. for appliances) shall not be included.

For example: a Member State has a baseline of FEC 125 ktoe and an objective of 100 ktoe, resulting in a reduction of 25 ktoe. If the FEC for existing buildings is reduced by 10 ktoe, then the contribution of the building sector to the EED target is 40% (10 / 25 ktoe).

This field requires reporting in 2 different elements:

Data format:

- Share (%): number (percentage) .
- Final Energy savings: number (decimal).

Level of obligation: Mandatory.

3.5.2. FIELD 2: The Member State's contribution to the Union's renewable energy targets in accordance with Directive (EU) 2018/2001 attributable to its building stock's renovation (share)

Purpose

The purpose of this field is to report Member State's contribution to the Unions renewable energy targets related to its building stock renovation share in Year X-2.

Guidance including data format

The national share of renewable energy installed in existing buildings in Year X-2 should be compared to their gross final consumption of energy.

Data format: number (percentage)

Level of obligation: Mandatory.

3.6. Annex IV, Table 5: Reporting on energy consumption reduction in line with Article 5 of Directive (EU) 2023/1791

Reporting element	Specification	Final energy consumption of public bodies (ktoe) 2021	X-3 [1]	X-2
Public bodies except public transport and armed forces	M	1		
Of which public bodies[2] in LAU with population of less than 50 000 inhabitants	M_{lap}	2		
Of which public bodies[3] in LAU with population of less than 5 000 inhabitants	M_{lap}	3		
Public transport	V	4		
Armed forces	V	5		
Is the reported final consumption estimated or actual?	M	6	Estimated/Actual	
Is public transport excluded from the baseline? [4]	M	7	Yes/No	
Is energy consumption reduction in public transport counted towards the achievement of the obligation?	M	8	Yes/No	
Are armed forces excluded from the baseline?	M	9	Yes/No	
Is energy consumption reduction in armed forces counted towards the achievement of the obligation?	M	10	Yes/No	
Was climate variation adjustment done to all years as of 2025? (Yes/No/Other)	M	11		

3.6.1. FIELD 1: Final energy consumption of public bodies in years 2021, X-3 and X-2

Purpose

Article 5 EED states that "Member States shall ensure that the total final energy consumption of all public bodies combined is reduced by at least 1,9 % each year, when compared to 2021.

Member States may choose to exclude public transport or the armed forces from the obligation laid down in the first subparagraph.

For the purposes of the first and second subparagraphs, Member States shall establish a baseline, which includes the final energy consumption of all public bodies, except in public transport or the armed forces, for 2021."

During a transitional period ending on 11 October 2027 the target set out in paragraph 1 shall be indicative. During that transitional period, Member States may use estimated consumption data, and, by the same date, Member States shall adjust the baseline and align the estimated final energy consumption of all public bodies to the actual final energy consumption of all public bodies.

Guidance, including format of the data

This field requires Member States to report the final energy consumption of all public bodies together. This data shall exclude the consumption of public bodies providing public transport and of armed forces.

Where the Member State could not collect all the data yet, until 11 October 2027 it may provide estimated consumption data. The Member State may use its own methodology for estimations.

The first column is to report the baseline final energy consumption of all public bodies that existed in a Member State in 2021. It may be that public bodies that existed in 2021 will be identified later, which were not identified at the moment of reporting. Therefore, in later NECPRs, this number can be adjusted by identifying further public bodies that have already existed in 2021.

The second and third columns are to report the final energy consumption of all public bodies that in those years.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal) in kilo-tonne oil-equivalents (ktoe).

Level of obligation

Mandatory.

3.6.2. FIELD 2: Final energy consumption of public bodies in LAU with less than 50 000 inhabitants in years 2021, X-3 and X-2

Purpose

Article 5 (3) EED states that "The obligation laid down in paragraph 1 shall not include, until 31 December 2026, the energy consumption of public bodies in local administrative units with a population of less than 50 000 […] inhabitants."

Where Member States include local administrative units with less than 50 000 inhabitants into the target, they would report the final energy consumption all public bodies in such municipalities.

Guidance, including format of the data

This field requires Member States to report the final energy consumption of all public bodies in local administrative units with less than 50 000 inhabitants. This data shall exclude the consumption of public bodies providing public transport and of armed forces.

Where the Member State could not collect all the data yet, until 11 October 2027 it may provide estimated consumption data. The Member State may use its own methodology for estimations.

The numbers from line 2 are included in the numbers of line 1.

The first column is to report the baseline final energy consumption of all public bodies that existed in a Member State in 2021 and which are in local administrative units with less than 50 000 inhabitants. It may be that public bodies that existed in 2021 will be identified later, which were not identified at the moment of reporting. Therefore, in later NECPRs, this number can be adjusted by identifying further public bodies that have already existed in 2021.

The second and third columns are to report the final energy consumption of all public bodies in local administrative units with less than 50 000 inhabitants in years X-2 and X-3. If Member States did not decide to include those local administrative units into the obligation before 31 December 2026, these fields may remain empty for 2025 and 2026.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal) in kilo-tonne oil-equivalents (ktoe).

Level of obligation

Mandatory if applicable: voluntary until 2026, mandatory thereafter.

3.6.3. FIELD 3: Final energy consumption of public bodies in LAU with less than 5 000 inhabitants in years 2021, X-3 and X-2

Purpose

Article 5 (3) EED states that "The obligation laid down in paragraph 1 shall not include, […] until 31 December 2029, the energy consumption of public bodies in local administrative units with a population of less than 5 000inhabitants."

Where Member States include local administrative units with less than 5 000 inhabitants into the target, they would report the final energy consumption all public bodies in such municipalities.

Guidance, including format of the data

This field requires Member States to report the final energy consumption of all public bodies in local administrative units with less than 5 000 inhabitants. This data shall exclude the consumption of public bodies providing public transport and of armed forces.

Where the Member State could not collect all the data yet, until 11 October 2027 it may provide estimated consumption data. The Member State may use its own methodology for estimations.

The numbers from line 3 are included in the numbers of lines 1 and 2.

The first column is to report the baseline final energy consumption of all public bodies that existed in a Member State in 2021, and which are in local administrative units with less than 5 000 inhabitants. It may be that public bodies that existed in 2021 will be identified later, which were not identified at the moment of reporting. Therefore, in later NECPRs, this number can be adjusted by identifying further public bodies that have already existed in 2021.

The second and third columns are to report the final energy consumption of all public bodies in local administrative units with less than 5 000 inhabitants in years X-2 and X-3. If Member States did not decide to include those local administrative units into the obligation before 31 December 2029, these fields may remain empty for 2025 to 2029.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal) in kilo-tonne oil-equivalents (ktoe).

Level of obligation

Mandatory if applicable: voluntary until 2029, mandatory thereafter.

3.6.4. FIELD 4: Public transport in years 2021, X-3 and X-2

Purpose

Article 5 (1) third subparagraph EED states that "For the purposes of the first and second subparagraphs, Member States shall establish a baseline, which includes the final energy consumption of all public bodies, except in public transport or the armed forces, for 2021. Energy consumption reduction of public transport and armed forces is indicative and may still count for fulfilling the obligation under the first subparagraph even if excluded from the baseline under this Article."

Where Member States decide to count final energy consumption reduction in public transport towards Article 5, they need to indicate the baseline in 2021 and the respective annual consumption of public bodies providing public transport.

Guidance, including format of the data

This field requires Member States, which decide to count final energy consumption reduction in public transport towards Article 5, to report the final energy consumption of all public bodies providing public transport.

Where the Member State could not collect all the data yet, until 11 October 2027 it may provide estimated consumption data. The Member State may use its own methodology for estimations.

If Member States did not decide to count public transport towards Article 5, these fields will remain empty.

The numbers from line 4 are additional to the numbers of lines 1 to 3.

The first column is to report the baseline final energy consumption of all public bodies providing public transport in 2021. It may be that public bodies that existed in 2021 will be identified later, which were not identified at the moment of reporting. Therefore, in later NECPRs, this number can be adjusted by identifying further public bodies that have already existed in 2021.

The second and third columns are to report the final energy consumption of all public bodies providing public transport in years X-2 and X-3.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal) in kilo-tonne oil-equivalents (ktoe).

Level of obligation

Voluntary. If the savings from public transport shall be counted in any year, the baseline year 2021 must be filled in.

3.6.5. FIELD 5: Armed forces in years 2021, X-3 and X-2

Purpose

Article 5 (1) third subparagraph EED states that "For the purposes of the first and second subparagraphs, Member States shall establish a baseline, which includes the final energy consumption of all public bodies, except in public transport or the armed forces, for 2021. Energy consumption reduction of public transport and armed forces is indicative and may still count for fulfilling the obligation under the first subparagraph even if excluded from the baseline under this Article."

Where Member States decide to count final energy consumption reduction armed forces towards Article 5, they need to indicate the baseline in 2021 and the respective annual consumption of armed forces.

Guidance, including format of the data

This field requires Member States, which decide to count final energy consumption reduction in armed forces towards Article 5, to report their final energy consumption.

Where the Member State could not collect all the data yet, until 11 October 2027 it may provide estimated consumption data. The Member State may use its own methodology for estimations.

If Member States did not decide to count armed forces towards Article 5, these fields will remain empty.

The numbers from line 5 are additional to the numbers of lines 1 to 3.

The first column is to report the baseline final energy consumption of armed forces in 2021.

The second and third columns are to report the final energy consumption of armed forces in years X-2 and X-3.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal) in kilo-tonne oil-equivalents (ktoe).

Level of obligation

Voluntary. I if the savings from armed forces shall be counted in any year, the baseline year 2021 must be filled in.

3.6.6. FIELDS 6-10: Exclusion of public transport and armed forces from baseline and counting them toward the Article 5

Purpose

Article 5 (1) third subparagraph EED states that "For the purposes of the first and second subparagraphs, Member States shall establish a baseline, which includes the final energy consumption of all public bodies, except in public transport or the armed forces, for 2021. Energy consumption reduction of public transport and armed forces is indicative and may still count for fulfilling the obligation under the first subparagraph even if excluded from the baseline under this Article."

Guidance, including format of the data

Here, Member States report whether they included public transport and armed forces into the base line and whether they count them towards Article 5.

Data format: choice between predefined answers

Level of obligation

Mandatory.

3.6.7. FIELD 11: Application of climate variation adjustment

Purpose

Article 5 (4) EED states: "A Member State may take into account climatic variations within it when calculating its public bodies' final energy consumption."

Guidance, including format of the data

This climate variation adaptation shall be done in a consistent way over the year. If the adjustment is changed it shall be explained here.

Data format: choice between predefined answers and free text.

Level of obligation:

Mandatory

3.7. Annex IV, Table 6: Reporting on energy efficiency financing as per Article 30 of Directive (EU) 2023/1791

Reporting element	Specification	Unit	Y/N	Values		Qualitative text description
				X-3	X-2	
Volume of public investments in energy efficiency [1]	M	Million euro		1		4
Average leverage factor achieved by public funding supporting energy efficiency measures [2]	M	n/a		2		5
Volume of energy efficiency lending products [3]	M	Million euro		3		6
Does a National Energy Efficiency Fund exist? [4]	M	n/a				
Does the National Energy Efficiency Fund provide support via financial instruments (public guarantee, favorable loans, discounted interest rates, etc.)?	M_{iap}	n/a				
Does the National Energy Efficiency Fund provide support for the implementation of energy Efficiency measures among people affected by energy poverty, vulnerable customers, people living in low-income households and people living in social housing?	M_{iap}	n/a	7			
Is the National Energy Efficiency Fund used to fulfil the annual energy savings obligation as per Article 8(1) and (4) EED recast? [5]	M	n/a				
- in case yes, please provide the unit investment cost to achieve the annual energy savings obligation as per Article 8 EED recast by means of a financial contribution to the National Energy Efficiency Fund [6]	M_{iap}	euro/toe		8		9

As indicated in Article 30(17) of the recast Energy Efficiency Directive (EU) 2023/1791, Member States shall report to the Commission, as part of their integrated national energy and climate progress reports, aggregated data on energy efficiency financing, including the volume of public investments on energy efficiency, the average leverage factor achieved by public funding, the volume of energy efficiency lending products, and where relevant the national financing programmes put in place, best practices on mobilising financing and innovative financing schemes for energy efficiency.

3.7.1. FIELD 1: Volume of public investments in energy efficiency

Purpose

The purpose of this field is for the Member State to report on the volume of public investments in energy efficiency. These should be reported for X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

Member States have to provide the total volume of public investments executed in years X-2 and X-3, including both national budgetary resources and the EU-budgetary resources implemented by the Member States' national, regional and local authorities (for instance the resources from the Recovery

and Resilience Facility, the Cohesion Policy Fund, the Modernisation Fund and the Social Climate Fund). The breakdown between national budgetary resources and the EU-budgetary resources should be presented.

The volume of public investments in energy efficiency is understood as the sum of the different public financing and support measures implemented in the Member States contributing to the EU energy efficiency objectives in year X-2 and X-3.

In case of financing and support programmes addressing energy efficiency among other policy objectives – as for instance wider decarbonisation measures, Member States are required to extrapolate – to their best effort and by making use of estimation where needed – only the energy efficiency component.

Data format: number (million euro)

Level of obligation: Mandatory

3.7.2. FIELD 2: Average leverage factor achieved by public funding supporting energy efficiency measures

Purpose

The purpose of this field is for the Member State to report on the average leverage factor achieved by public funding supporting energy efficiency measures**.** These should be reported for X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

Member States have to provide the average leverage factor achieved by public funding supporting energy efficiency measures.

The leverage factor is calculated by dividing the total volume of mobilised investments in energy efficiency (public and private) by the volume of initial public investments in energy efficiency (financing and support measures). For instance, a leverage factor of 2, means that for any euro of public investment in energy efficiency two additional euros of private investment were mobilised.

For the purpose of calculating this leverage factor, only private financing directly linked to a public instrument (financing or support measures) is considered. Private financing mobilized independently of any public support is excluded from this calculation.

Data format: number

Level of obligation: Mandatory

3.7.3. FIELD 3: Volume of energy efficiency lending products

Purpose

The purpose of this field is for the Member State to report on the volume of energy efficiency lending products. These should be reported for X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

Member States have to provide the total volume of the credit operations signed in the Member States in X-3 and X-2 related to a dedicated energy efficiency lending product, which means a financial product contributing to improvements in energy efficiency.

Energy efficiency lending encompasses a variety of debt financing instruments, from standard loans for energy efficiency measures to energy efficiency mortgages, to more innovative lending products such as green consumer credits, on-bill and on-tax financing, and others. These products can be provided by several different types of lenders, including public institutions, banks, utilities, etc., and received by a wide range of borrowers, including homeowners, tenants, businesses, energy service companies (ESCOs) and public organisations.

To report on the volume of operations signed thanks to an energy efficiency lending product in X-3 and X-2, Member States are required to account both lending by public financial intervention, as well as dedicated energy efficiency lending of fully private origination.

For credits whose origination is linked to a different or broader objective than the implementation of energy efficiency improvements (for example, a mortgage loan whose main purpose is the acquisition of real estate, but to which is attached a credit for the renovation the said property), the Member States should only report on the part of the credit that impacts energy performance.

In 2025, Member States will be required for the first time to report on the volume of energy efficiency products in line with Article 30(17) EED 2023/1791. As such, Member States are recommended to focus on the establishment of a reliable framework and necessary working arrangements with relevant supervisory authorities, to facilitate the collection and aggregation of data on the volume of energy efficiency lending products at national level.

Moreover, for the purpose of fulfilling this reporting obligation with regard to the collection and aggregation of data on the volume of energy efficiency lending products originating from private financial institutions without public financial incentives, Member States, in line with Article 30(18) EED 2023/1791, are recommended to take into consideration the existing disclosure obligations for financial institutions under the EU Taxonomy, specifically the Commission Delegated Regulation (EU) 2021/2178 supplementing the EU Taxonomy Regulation (EU) 2020/852, and under the ESG risks disclosure requirements for credit institutions Regulation (EU) 575/2013, on prudential requirements for credit institutions.[16]

In this regard, Member States are recommended to liaise with the competent national authorities supervising financial market participants to establish a reliable framework and the necessary working arrangements to access, collect and aggregate data on private lending to energy efficiency improvements.

Data format: number (million euro)

Level of obligation: Mandatory

3.7.4. FIELD 4: Description of public investments in energy efficiency

Purpose

The purpose of this field is to report on the volume of public investments in energy efficiency included in the volumes reported in Field 1.

Guidance, including format of the data

Member States can provide a qualitative description of their most relevant national financing programmes contributing to the EU energy efficiency objectives. Financing programmes can be considered more or less relevant for this field depending on its overall volume and uptake, impact in term of energy savings achieved, effectiveness in leveraging private investments, and innovative financing features.

Data format: text

Level of obligation: Voluntary

3.7.5. FIELD 5: Description of average leverage factor achieved

Purpose

The purpose of this field is to report on the average leverage factor achieved by public funding supporting energy efficiency measures included in the volumes reported in Field 2.

Guidance, including format of the data

Member States shall provide a qualitative description of the methodology used to calculate the leverage factor based on the ratio between the national public investments in energy efficiency and the total volume of mobilised investments.

Data format: text

Level of obligation: Mandatory

3.7.6. FIELD 6: Description of different lending products

Purpose

The purpose of this field is to report on the different lending products included in the volumes reported in Field 3.

Guidance, including format of the data

Member States have to provide in this field a qualitative description of the different types of energy efficiency lending products included in the total volume of energy efficiency lending products indicated in field 3.

Member States can for instance differentiate between:

- lending products that received any type of financial public support, for instance in the form of public guarantees, subsidised or public loans, and lending products originating from private financial institutions without public financial incentives.

- The type of lending products, for instance between energy efficiency mortgages backed by a security, or unsecure energy efficiency loans.

- The type of actors and sectors targeted with energy efficiency lending products, for instance if energy efficiency products are used to finance improvement in the industrial and corporate sectors, or instead to finance energy efficiency in residential buildings.

Data format: text

Level of obligation: Mandatory

3.7.7. FIELD 7: National Energy Efficiency Fund questions

Purpose

The purpose of this field is to provide information on the existence and characteristics of a National Energy Efficiency Fund.

Guidance, including format of the data

Each row in Field 7 includes a dropdown menu where it can be stated whether a fund National Energy Efficiency Fund exists, the types of financial support it provides, whether it supports energy-efficiency measures among people affected by energy poverty and vulnerable or low-income households, and whether it is used to fulfil the annual energy savings obligation.

Data format: yes/no

Level of obligation: Mandatory (rows 1 and 4 in Field 7), Mandatory if applicable (rows 2 and 3 in Field 7)

3.7.8. FIELD 8: Unit investment cost

Purpose

The purpose of this field is to report the unit investment cost required to achieve the annual energy savings obligation.

Guidance, including format of the data

Member States shall report on the investment cost required to achieve the relevant energy savings through a financial contribution to the National Energy Efficiency Fund if applicable, expressed in euro/toe.

Data format: number

Level of obligation: Mandatory, if the National Energy Efficiency Fund is used to fulfil the annual energy savings obligation

3.7.9. FIELD 9: Description of unit investment cost

Purpose

The purpose of this field is to report on the unit investment cost included in the volumes reported in Field 8.

Guidance, including format of the data

Member States shall report (if applicable) the methodology used to calculate the unit investment cost required to achieve the relevant energy savings. The calculation should use the common methods and principles set out in Annex V of Directive (EU) 2023/1791 and consider relevant historical performance or appropriate financial instruments.

Data format: number

Level of obligation: Mandatory, if the National Energy Efficiency Fund is used to fulfil the annual energy savings obligation

3.8. Annex IV, Table 7: Barriers and measures taken to address barriers to energy efficient public procurement referred to in Article 7 of Directive (EU) 2023/1791

Barrier identified to be removed	Specification	Measure taken, or intended to be taken, to remove the barrier[1]
	M_{iap}	
	M_{iap}	
	M_{iap}	1
	M_{iap}	
	M_{iap}	
Please describe the method/procedure used to identify possible barriers, even if no barriers are identified.	M	2

3.8.1. FIELD 1: Barriers (add as many as applicable)

Purpose

The purpose of these fields is to list the actions taken, or intended to be taken, to address barriers related to public procurement. More columns can be found by clicking the '+' symbol in the Excel sheet.

Guidance, including format of the data

Left column: Please describe any regulatory or non-regulatory barriers to the implementation of the energy efficiency in accordance with Article 7 of Directive (EU) 2023/1791(1).

Right column: Please describe the action taken, or intended to be taken, to remove the barriers described in the left column, in accordance with Article 7 of Directive (EU) 2023/1791(1).

Data format: text

Level of obligation: Mandatory if applicable

3.8.2. FIELD 2: Please describe the method/procedure used to identify possible barriers, even if no barriers are identified.

Purpose

The purpose of this is to highlight the method/procedure used to identify barriers.

Guidance, including format of the data

Please describe the method/procedure used to identify possible barriers, even if no barriers are identified.

Data format: text

Level of obligation: Mandatory

3.9. Annex IV, Table 8: Assessment of the application and benefits of the energy efficiency first principle in energy systems referred to in Article 3 of Directive (EU) 2023/1791(1)

Reporting element	Specification	Input
Assessment of the application of the energy efficiency first principle in the energy systems	M	1
Assessment of the benefits of the energy efficiency first principle	M	2

3.9.1. FIELD 1: Assessment of the application of the energy efficiency first principle in the energy system

Purpose

The purpose of this field is to report identify the assessment results for the application of the energy efficiency first principle in the energy system.

Guidance, including format of the data

Please provide a link to the relevant assessment. The assessment should be carried out in accordance with Commission Recommendation (EU) 2024/2143 of 29 July 2024.

Data format: link.

Level of obligation: Mandatory

3.9.2. FIELD 2: Assessment of the benefits of the energy efficiency first principle

Purpose

The purpose of this field is to identify the assessment of the benefits of the energy efficiency first principle.

Guidance, including format of the data

Please provide a link to the relevant assessment. The assessment should be carried out in accordance with Commission Recommendation (EU) 2024/2143 of 29 July 2024.

Data format: link.

Level of obligation: Mandatory

3.10. Annex IV, Table 9: Barriers and actions taken to address barriers to the implementation of the energy efficiency first principle referred to in Article 3 of Directive (EU) 2023/1791[(1)]

Barrier identified to be removed	Specification	Actions taken, or intended to be taken, to remove the barrier
	M_{iap}	
	M_{iap}	
	M_{iap}	1
	M_{iap}	
	M_{iap}	
Please describe the method/procedure used to identify possible barriers, even if no barriers are identified.	M	2

3.10.1. FIELD 1: Barriers (add as many as applicable)

Purpose

The purpose of these fields is to list the actions taken, or intended to be taken, to address barriers to the implementation of the energy efficiency first principle and demand-side solutions. More columns can be found by clicking the '+' symbol in the Excel sheet.

Guidance, including format of the data

Left column: Please describe any regulatory or non-regulatory barriers to the implementation of the energy efficiency first principle and demand-side solutions, including by identifying national legislation and measures that are contrary to the energy efficiency first principle, in accordance with Article 3(5) of Directive (EU) 2023/1791(1).

Right column: Please describe the action taken, or intended to be taken, to remove the barriers described in the left column, in accordance with Article 3(5) of Directive (EU) 2023/1791(1).

Data format: text

Level of obligation: Mandatory if applicable

3.10.2. FIELD 2: Please describe the method/procedure used to identify possible barriers, even if no barriers are identified.

Purpose

The purpose of this is to highlight the method/procedure used to identify barriers.

Guidance, including format of the data

Please describe the method/procedure used to identify possible barriers, even if no barriers are identified.

Data format: text

Level of obligation: Mandatory

4. THEMATIC GUIDELINES FOR REPORTING – ANNEX XVII

This section provides the step-by-step guidelines for reporting. This includes visual guide **of how and where** to report in Reportnet and the Excel template, 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).

For tables that will be pre-filled based on other reporting sources, or for annexes that more straightforward, simplified guidance is provided.

This section provides guidance for additional reporting obligations in the area of energy efficiency (Article 14), according to Annex XVII of the Implementing Regulation. This includes:

- Table 1: Number of energy audits carried out in in year X-3 and X-2. In addition, the total estimated number of large companies in their territory to which Article 8(4) of Directive 2012/27/EU is applicable, and the number of energy audits carried out in those enterprises in the year X-3 and X-2
- Table 2: Number of energy audits and energy management systems carried out in in year X-3 and X-2. In addition, the total estimated number of obliged companies in their territory to which Article 8(4) of Directive 2012/27/EU and Article 11(1) and Article 11(2) of Directive (EU) 2023/1791 is applicable and the number of energy management systems, environmental management systems and energy audits carried out in those enterprises in the year X-3 and X-2
- Table 3: Total building floor area of the buildings with a total useful floor area over 250 m2 owned and occupied by the Member States' central government that, on 1 January in year X-2 and X-3, which did not meet the energy performance requirements referred to in Article 5(1) of Directive 2012/27/EU
- Table 4: Conversion factors and primary energy factors referred to in footnote (3) of Annex IV to Directive 2012/27/EU or in Article 31 of Directive (EU) 2023/1791
- Table 5: Internet link to the website where the list or the interface of energy services providers referred to in Article 18(1), point (c) of Directive 2012/27/EU or in Article 29(3) of Directive (EU) 2023/1791 can be accessible
- Table 6: Total floor area of heated and/or cooled buildings with a total useful floor area over 250 m2 that are owned by public bodies
- Table 7: Total building floor area of heated and/or cooled buildings owned by the Member States' public bodies renovated, referred to in Article 6 of Directive (EU) 2023/1791
- Table 8: The amount of energy savings in eligible buildings of public bodies as referred to in Article 6(6) of Directive (EU) 2023/1791

These reporting requirements derive from Annex IX, part 2 of the Energy Union Governance Regulation which stipulates the additional reporting obligations in the area of energy efficiency, i.e. additional information that has to be included pursuant to point (c) of Article 21.

4.1. Annex XVII, Table 1: Number of energy audits carried out in in year X-3 and X-2. In addition, the total estimated number of large companies in their territory to

which Article 8(4) of Directive 2012/27/EU is applicable, and the number of energy audits carried out in those enterprises in the year X-3 and X-2

Reporting element	Specification	Unit	Year X-3	Year X-2
Total number of energy audits carried out	M	number	1	
Number of large obliged companies [1] to which Article 8(4) of Directive 2012/27/EU applies	M	number	2	
Number of energy audits carried out in large, obliged companies to which Article 8(4) of Directive 2012/27/EU is applicable	M	number	3	

4.1.1. FIELD 1: Total number of energy audits carried out

Purpose

The purpose of this field is for the Member State to report on the Member State's total number of energy audits carried out in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

This field requires the capture of the number of energy audits carried out in year X-3 and in year X-2.

An energy audit is a systematic procedure with the purpose of obtaining adequate knowledge of the energy consumption profile of a building or group of buildings, an industrial or commercial operation or installation, or a private or public service, identifying and quantifying cost-effective energy saving opportunities, and reporting the findings. Energy audits have to be carried out at least every four years and be based on the minimum criteria as outlined in the Annex VI of the Directive 2012/27/EU.

Data format: number (integer).

Level of obligation: Mandatory

4.1.2. FIELD 2: Number of large companies to which Article 8(4) of Directive 2012/27/EU applies

Purpose

The purpose of this field is for the Member State to report on the Member State's total number of large companies to which Article 8(4) of the Energy Efficiency Directive applies. The number of companies are reported in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

According to Article 8(4), Member States shall ensure that enterprises that are not SMEs are subject to an energy audit carried out in an independent and cost-effective manner by qualified and/or accredited experts or implemented and supervised by independent authorities under national legislation. Energy audits need to be performed at least every four years.

Guidance, including format of the data

The definition for the enterprises in scope of Article 8(4) of the EED follows the European Commission's definition for small and medium-sized enterprises (SMEs), as included in Commission Recommendation 2003/361/EC. Whether an enterprise is an SME or non-SME is in first stance based on three criteria: staff headcount, annual turnover and annual balance sheet total (Commission Recommendation 2003/361/EC). Non-SMEs are those that employ 250 or more persons (headcount) and have either annual turnover more than EUR 50 million or total assets of more than EUR 43 million. But the definition also takes the dependence of the enterprise on other enterprises into account as well.

This field requires the capture of the number of relevant companies in year X-3 and in year X-2.

Level of obligation: Mandatory.

4.1.3. FIELD 3: Number of energy audits carried out in large companies to which Article 8(4) of Directive 2012/27/EU is applicable

Purpose

The purpose of this field is for the Member State to report on the number of energy audits carried out in large companies to which Article 8(4) of the Energy Efficiency Directive is applicable in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

According to Article 8(4), Member States shall ensure that enterprises that are not SMEs are subject to an energy audit carried out in an independent and cost-effective manner by qualified and/or accredited experts or implemented and supervised by independent authorities under national legislation. Energy audits need to be performed at least every four years.

Guidance, including format of the data

This field requires the capture of the number of energy audits carried out in applicable large companies in year X-3 and in year X-2.

Please also refer to FIELD 1 for the definition of the energy audit.

Data format: number (integer).

Level of obligation: Mandatory.

4.2. Annex XVII, Table 2: Number of energy audits and energy management systems carried out in in year X-3 and X-2. In addition, the total estimated number of obliged companies in their territory to which Article 8(4) of Directive 2012/27/EU and/or Article 11(1) and Article 11(2) of Directive (EU) 2023/1791 is applicable and the number of energy management systems, environmental management

systems and energy audits carried out in those enterprises in the year X-3 and X-2

Reporting element	ecificati	Unit	Year X-3	Year X-2
Total number of energy audits carried out	M	number	1	
Number of obliged companies to which Article 11(2) of Directive 2023/1791/EU applies[1]	M	number	2	
Number of energy audits carried out in obliged companies to which Article 11(2) of Directive 2023/1791/EU is applicable[1]	M	number	3	
Total number of energy management systems implemented[2]	V	number	4	
Number of obliged companies to which Article 11(1) of Directive 2023/1791/EU applies[2]	V	number	5	
Number of energy management systems (and environmental energy systems under Article 11(11)) in obliged companies to which Article 11(1) of Directive 2023/1791/EU is applicable[2]	V	number	6	

4.2.1. FIELD 1: Total number of energy audits carried out

Purpose

The purpose of this field is for the Member State to report on the Member State's total number of energy audits carried out in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

This field requires the capture of the number of energy audits carried out in year X-3 and in year X-2.

An energy audit is a systematic procedure with the purpose of obtaining adequate knowledge of the energy consumption profile of a building or group of buildings, an industrial or commercial operation or installation, or a private or public service, identifying and quantifying cost-effective energy saving opportunities, and reporting the findings. Energy audits have to be carried out at least every four years and be based on the minimum criteria as outlined in Annex VI of Directive 2023/1791/EU.

Data format: number (integer).

Level of obligation: Mandatory

4.2.2. FIELD 2: Number of obligated enterprises to which Article 11(2) of Directive 2023/1791/EU applies

Purpose

The purpose of this field is for the Member State to report on the Member State's total number of enterprises to which Article 11(2) of the revised Energy Efficiency Directive applies. The

number of companies are reported in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

According to Article 11(2), Member States shall ensure that enterprises with an average annual consumption higher than 10 TJ of energy over the previous three years, taking all energy carriers together, which do not implement an energy management system are subject to an energy audit.

Guidance, including format of the data

An 'enterprise' as 'any entity engaged in an economic activity, irrespective of its legal form. This includes, in particular, self-employed persons and family businesses engaged in craft or other activities, and partnerships or associations regularly engaged in an economic activity' [11].

This field requires the capture of the number of relevant enterprises with an average annual consumption higher than 10 TJ of energy over the previous three years, taking all energy carriers together, which do not implement an energy management system in year X-3 and in year X-2.

Level of obligation: Mandatory.

4.2.3. FIELD 3: Number of energy audits carried out in obligated enterprises to which Article 11(2) of Directive 2023/1791/EU is applicable

Purpose

The purpose of this field is for the Member State to report on the number of energy audits carried out in enterprises to which Article 11(2) of the revised Energy Efficiency Directive is applicable in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

According to Article 11(2), Member States shall ensure that enterprises that enterprises with an average annual consumption higher than 10 TJ of energy over the previous three years, taking all energy carriers together, which do not implement an energy management system are subject to an energy audit.

Guidance, including format of the data

This field requires the capture of the number of energy audits carried out in obligated enterprises in year X-3 and in year X-2.

Please also refer to FIELD 1 for the definition of the energy audit.

Data format: number (integer).

Level of obligation: Mandatory.

4.2.4. FIELD 4: Total number of energy management systems implemented

Purpose

[11] see also: Commission Recommendation (EU) 2024/2002

The purpose of this field is for the Member State to report on the Member State's total number of implemented energy management systems in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

Guidance, including format of the data

This field requires the capture of the number of energy management systems implemented in year X-3 and in year X-2.

An energy management system means a set of interrelated or interacting elements of a strategy which sets an energy efficiency objective and a plan to achieve that objective, including the monitoring of actual energy consumption, actions taken to increase energy efficiency and the measurement of progress, as defined in Article 2, point (16), of Directive (EU) 2023/1791.

Data format: number (integer).

Level of obligation: Mandatory as of 11 October 2027.

4.2.5. FIELD 5: Number of obligated enterprises to which Article 11(1) of Directive 2023/1791/EU applies

Purpose

The purpose of this field is for the Member State to report on the Member State's total number of enterprises to which Article 11(1) of the revised Energy Efficiency Directive applies. The number of companies are reported in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

According to Article 11(1), Member States shall ensure that enterprises with an average annual consumption higher than 85 TJ of energy over the previous three years, taking all energy carriers together, implement an energy management system. The energy management system shall be certified by an independent body, in accordance with the relevant European or international standards.

Guidance, including format of the data

An 'enterprise' as 'any entity engaged in an economic activity, irrespective of its legal form. This includes, in particular, self-employed persons and family businesses engaged in craft or other activities, and partnerships or associations regularly engaged in an economic activity'[12].

This field requires the capture of the number of relevant enterprises with an average annual consumption higher than 85 TJ of energy over the previous three years, taking all energy carriers together, in year X-3 and in year X-2. Member States shall ensure that such enterprises have an energy management system in place at the latest by 11 October 2027

Level of obligation: Mandatory as of 11 October 2027.

[12] see also: Commission Recommendation (EU) 2024/2002

4.2.6. FIELD 6: Number of energy management systems implemented in obligated enterprises to which Article 11(1) of Directive 2023/1791/EU is applicable

Purpose

The purpose of this field is for the Member State to report on the number of energy management systems implemented in enterprises to which Article 11(1) of the revised Energy Efficiency Directive is applicable in historic calendar years. The years are identified as X-3 and X-2, where X is the reporting year.

According to Article 11(1), Member States shall ensure that enterprises that enterprises with an average annual consumption higher than 85 TJ of energy over the previous three years, taking all energy carriers together, implement an energy management system. Member States shall ensure that such enterprises have an energy management system in place at the latest by 11 October 2027. The energy management system shall be certified by an independent body, in accordance with the relevant European or international standards.

Guidance, including format of the data

This field requires the capture of the number of energy audits carried out in obligated enterprises in year X-3 and in year X-2.

Please also refer to FIELD 4 for the definition of the energy management system.

Data format: number (integer).

Level of obligation: Mandatory as of 11 October 2027.

4.3. Annex XVII, Table 3: Total building floor area of the buildings with a total useful floor area over 250 m2 owned and occupied by the Member States' central government that, on 1 January in year X-3 and X-2, did not meet the energy performance requirements referred to in Article 5(1) of EED

Reporting element	Specification	Unit	Indicators 1st of January of Year X-3	Indicators 1st of January of Year X-2	Additional information
Total building floor area of the buildings with a total useful floor area over 250 m^2 owned and occupied by the Member States' central government	V	m^2	1 & 2		3
Total building floor area of the buildings which did not meet the energy performance requirements	M	m^2			

4.3.1. FIELD 1 AND 2: Indicators 1 January of Year X-3 AND X-2

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's total building floor area of the buildings with a total useful floor area over 250 m^2 owned and occupied by the Member States' central government AND total building floor area of the buildings which did not meet the energy performance requirements.

Guidance, including format of the data

These additional reporting obligations were also requested by Annex XIV Part 1 General Framework for Annual Reports of the Energy Efficiency Directive. Therefore, the same reporting is required in these fields to monitor Article 5 of the EED on the exemplary role of public bodies' buildings.

Floor area is used as reference size for the assessment of the energy performance of a building and can be calculated as the sum of the useful floor areas of the spaces within the building envelope specified for the energy performance assessment.

Data format: number (decimal).

Level of obligation: Voluntary for the reporting of total building floor area of the buildings with a total useful floor area over 250 m^2 owned and occupied by the Member States' central government (m^2).

Mandatory for total building floor area of the buildings which did not meet the energy performance requirements (m^2).

Notation keys must be used if the requested data are not reportable indicating either "NA" if data is not applicable or "NAv" if data is not available.

4.3.2. FIELD 3: Additional Information

Purpose

The purpose of this field is for the Member State to capture the Member State's additional information on the indicators identified in fields 1 and 2 of this table.

Guidance, including format of the data

This is an open field where Member States can explain the data sources, definitions, and any other information that they have used to determine the reported values. If so, explanations on why data are "NA" or "Nav" can also be included in this field.

Data format: text.

Level of obligation: Voluntary for the reporting of total building floor area of the buildings with a total useful floor area over 250 m^2 owned and occupied by the Member States' central government (m^2).

Mandatory for total building floor area of the buildings which did not meet the energy performance requirements (m^2).

4.4. Annex XVII, Table 4: Conversion factors and primary energy factors referred to in footnote (3) of Annex IV to Directive 2012/27/EU or in Article 31 of Directive (EU) 2023/1791

Reporting element	Specification	Unit	Name of factor	Indicator	Methodological notes [1]
National primary energy factor for electricity	M	number	Primary energy factor for electricity	1	
National primary energy factor for other energy carrier [2]	V	number		2	
Conversion factors or net calorific values different from the default value provided, pursuant to Directive (EU) 2023/1791 [3]	M_{iap}	number		3	

4.4.1. FIELD 1: National primary energy factor for electricity

Purpose

The purpose of this field is for the Member State to report on the national primary energy factor for electricity.

Guidance, including format of the data

To accurately calculate the resulting primary energy consumption savings, for savings in kWh electricity, and in accordance with Article 31 of the Directive (EU) 2023/1791, Member States may apply a default coefficient of 1.9 or use the discretion to define a different coefficient, provided that they can justify it.

Data format: number (decimal).

Level of obligation: Mandatory.

4.4.2. FIELD 2: National primary energy factor for other energy carrier

Purpose

The purpose of this field is for the Member State to report on the national primary energy factor for other energy carriers.

Guidance, including format of the data

To accurately calculate the resulting primary energy consumption savings, for savings in kWh of other energy carriers, and in accordance with Article 31 of the Directive (EU) 2023/1791, Member States may define and apply a coefficient.

Data format: number (decimal).

Level of obligation: Voluntary.

4.4.3. FIELD 3: Net calorific values different for the default value provided, pursuant to Annex VI of Regulation (EU) 2018/2066

Purpose

The purpose of this field is for the Member State to report on net calorific values.

Guidance, including format of the data

For the purpose of comparison of energy savings and conversion to a comparable unit, the net calorific values in Annex VI of Regulation (EU) 2018/2066 shall apply unless Member States can justify the use of other values or factors.

Data format: number (decimal).

Level of obligation: Mandatory if applicable.

4.5. Annex XVII, Table 5: Internet link to the website where the list or the interface of energy services providers referred to in Article 18(1), point (c) of Directive 2012/27/EU can be accessible

Reporting element	Specification	Input
Internet link to the website of the list or the interface of energy services providers referred to in Article 18(1), point (c) of Directive 2012/27/EU or in Article 29(3) of Directive (EU) 2023/1791	M	1
Further details or comments on data	V	2

4.5.1. FIELD 1: Internet link to the website of the list or the interface of energy services providers referred to in Article 18(1), point (c) of Directive 2012/27/EU

Purpose

The purpose of this field is for the Member State to record the website where the list or the interface of energy services providers is captured.

Guidance, including format of the data

Member States have to make publicly available the list of available energy service providers who are qualified and/or certified and their qualifications and/or certifications. The have to provide the list of internet link of energy services providers and to the interface capturing the list.

Data format: text (hyperlink).

Level of obligation: Mandatory

4.5.2. FIELD 2: Further details or comments on data

Purpose

The purpose of this field is for the Member State to capture any further details, explanation and comments on the above link.

Guidance, including format of the data

The description needs to provide a condensed explanation. This should be done as specific as possible.

Data format: text.

Level of obligation: Voluntary

4.6. Annex XVII, Table 6: Total floor area of heated and/or cooled buildings with a total useful floor area over 250 m2 that are owned by public bodies

Reporting element	Specification	Unit	On 1 January 2024
Total building floor area of buildings which have a total useful floor area over 250 m^2, that are owned by public bodies, and that, on 1 January 2024, were not nearly zero-energy buildings (baseline)	M	m^2	1
Public social housing included in the baseline	M_{iap}	m^2	2
Public social housing excluded from the baseline	M_{iap}	m^2	3
Link to the public buildings inventory (Article 6(5) of Directive (EU) 2023/1791)	M	link	4

4.6.1. FIELD 1: Total building floor area

Purpose

The purpose of this field is for the Member State to report on and establish the Member State's total building floor area of the buildings with a total useful floor area over 250 m2 that were, on 1 January 2024, owned by public bodies and which were not NZEB.

Guidance, including format of the data

Floor area is used as reference size for the assessment of the energy performance of a building and can be calculated as the sum of the useful floor areas of the spaces within the building envelope specified for the energy performance assessment.

Data format: number (decimal).

Level of obligation: Mandatory for total building floor area of the buildings which did not meet the NZEB requirements (m^2).

4.6.2. FIELD 2: Public social housing included in the baseline

Purpose

Member States may exempt social housing owned by public bodies from the obligation to renovate according to Article 6 (1) third paragraph. The purpose of this field is for the Member State to report the total m2 of the social housing that was included in the base line.

Social housing that is owned by other owners than public bodies is not reported.

Guidance, including format of the data

Floor area is used as reference size for the assessment of the energy performance of a building and can be calculated as the sum of the useful floor areas of the spaces within the building envelope specified for the energy performance assessment. The number in field 2 is included in the number in field 1.

Data format: number (decimal).

Level of obligation: Mandatory if applicable. It is mandatory if a Member state included social bousing in the baseline. If a Member State did not include social housing in the baseline, this field shall contain "0".

4.6.3. FIELD 3: Public social housing excluded from the baseline

Purpose

Member States may exempt social housing owned by public bodies from the obligation to renovate according to Article 6 (1) third paragraph. The purpose of this field is for the Member State to report the total m2 of the social housing that was excluded from the base line (i.e. value from field 1).

Social housing that is owned by other owners than public bodies is not reported.

Guidance, including format of the data

Floor area is used as reference size for the assessment of the energy performance of a building and can be calculated as the sum of the useful floor areas of the spaces within the building envelope specified for the energy performance assessment. The number in field 2 is not included in the number in field 2.

Data format: number (decimal).

Level of obligation: Mandatory if applicable. It is mandatory if a Member state excluded social bousing owned by public bodies from the baseline. If a Member State did not exclude social housing from the baseline, this field shall contain "0".

4.6.4. FIELD 4: Link to public bodies inventory

Purpose

By 11 October 2025, Member States shall, for the purposes of this Article, establish and make publicly available and accessible an inventory of heated and/or cooled buildings that are owned or occupied by public bodies and that have a total useful floor area of more than 250 m2. according to Article 6 (5) third paragraph. The purpose of this field is to provide the link to the public bodies inventory.

Guidance, including format of the data

This shall be a link to the publicly available and accessible central inventory.

Data format: free text, this shall be a link to the web site.

Level of obligation: Mandatory

4.7. Annex XVII, Table 7: Total building floor area of heated and/or cooled buildings owned by the Member States' public bodies renovated, referred to in Article 6 of Directive (EU) 2023/1791

Reporting element	Specification	Unit	Indicators 1st of January of Year X-3	Indicators 1st of January of Year X	Additional information
The total floor area of buildings which have a total useful floor area of over 250 m^2, that are owned by public bodies, and that were renovated to nearly zero-energy buildings in a given year	M_{iap}	m^2	1		5
The total floor area of buildings which have a total useful floor area of over 250 m^2, that are owned by public bodies, and that were renovated to nearly zero-emission buildings in a given year	M_{iap}	m^2	2		
The total floor area of buildings mentioned in Article 6(2)(a), (b) or (c), for which less stringent requirements exist, and which have a total useful floor area of over 250 m^2, that are owned by public bodies, and that were renovated to those less stringent requirements in a given year	M_{iap}	m^2	3		
Amount of energy savings achieved due to renovation of buildings in Year X-3 and X-2[(2)]	V	ktoe	4		

4.7.1. FIELD 1: Total building floor area of buildings renovated to NZEB during years X-3 and X-2

Purpose

The purpose of this field is for the Member State to capture the total building floor area of central government buildings renovated to the nearly zero-energy building (NZEB) standard.

Guidance, including format of the data

This field requires Member States to report on total floor area in m2 of buildings with a total useful floor area over 250 m2 owned by public bodies of the Member State concerned that were renovated to NZEB standard. The first column is for renovations finalised during year X-3 and the second column is for renovations finalised during year X-2.

Field 1 and field 2 are exclusive, if a building is renovated to zero emission standard, which fulfils also the NZEB standard, it will be included only in field 2.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal).

Level of obligation: Mandatory.

4.7.2. FIELD 2: Total building floor area of buildings renovated to zero emissions buildings (ZEB) standard during years X-3 and X-2

Purpose

The purpose of this field is for the Member State to capture the total building floor area of central government buildings renovated to the nearly zero emissions building (ZEB) standard.

Guidance, including format of the data

This field requires Member States to report on total floor area in m2 of buildings with a total useful floor area over 250 m2 owned by public bodies of the Member State concerned that were renovated to ZEB standard. The first column is for renovations finalised during year X-3 and the second column is for renovations finalised during year X-2.

Field 1 and field 2 are exclusive, if a building is renovated to ZEB standard, which fulfils also the NZEB standard, it will be included only in field 2.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal).

Level of obligation: Mandatory.

4.7.3. FIELD 3: Total building floor area of buildings mentioned in Article 6(2)(a), (b), or (c) renovated to specific energy efficiency requirements during years X-3 and X-2

Purpose

Article 6(2) allows Member States to apply requirements that are less stringent than NZEB or ZEB for the following categories of buildings:

(a) buildings officially protected as part of a designated environment, or because of their special architectural or historical merit, in so far as compliance with certain minimum energy performance requirements would alter their character or appearance unacceptably;

(b) buildings owned by the armed forces or central government and serving national defence purposes, apart from single living quarters or office buildings for the armed forces and other staff employed by national defence authorities;

(c) buildings used as places of worship and for religious activities.

The purpose of this field is for the Member State to capture the total building floor area of these categories of buildings that were renovated to less stringent standards.

Guidance, including format of the data

This field requires Member States to report on total floor area in m2 of buildings with a total useful floor area over 250 m2 owned by public bodies of the Member State concerned mentioned in Article 6(2)(a), (b), or (c) and renovated to less stringent energy efficiency standards. The first column is for renovations finalised during year X-3 and the second column is for renovations finalised during year X-2.

If a building mentioned in Article 6(2)(a), (b), or (c) is renovated to ZEB or NZEB standard, it will be included either field 1 or field 2.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal).

Level of obligation: Mandatory. If no buildings mentioned in Article 6(2)(a), (b), or (c) were renovated, it shall be "0".

4.7.4. FIELD 4: Amount of energy savings achieved due to renovation of buildings during years X-3 and X-2

Purpose

The purpose of this field is for the Member State to report on the amount of annual energy savings achieved due to renovation of buildings in Year X-3 and X-2.

Guidance, including format of the data

Member states have to report on for each reporting year (X-3 and X-2) Final Energy Consumption (FEC) savings in line with the Energy Performance Certificate of the building.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal).

Level of obligation: Voluntary.

4.7.5. FIELD 5: Additional information

Purpose

Here can be added any additional information.

Guidance, including format of the data

Member States can provide additional either for X-3 or X-2 (in separate text fields). It is encouraged to ensure that it is clearly referenced in this field what the additional information is related to (i.e., which of the above fields).

Data format: free text, this shall be a link to the web site.

Level of obligation: Voluntary

4.8. Annex XVII, Table 8: The amount of energy savings in eligible buildings of public bodies as referred to in Article 6(6) of Directive (EU) 2023/1791

Reporting element	Specification	Unit[3]	Indicators 1st of January of Year X-3	Indicators 1st of January of Year X-2	Additional information
Estimate of the energy savings that Article 6 EED recast, paragraphs 1 to 4, would generate by using appropriate standard values for the energy consumption of reference public bodies' buildings before and after renovation to be transformed into nearly-zero energy buildings in a given year[2]	M_{iap}	Energy units		1	
Energy savings reached in the buildings of public bodies, under Article 6(6) EED[2]	M_{iap}	Energy units		2	
Number of renovation passports issued for buildings owned by public bodies that are to be renovated by 2040	V	number		3	
The total floor area of buildings owned by public bodies for which renovation passports were introduced and that are to be renovated by 2040	M_{iap}	m^2		4	8
The total floor area of buildings owned by public bodies for which renovation passports were not introduced and that are to be renovated by 2040	V	m^2		5	
The total floor area of buildings that are owned by public bodies, and that were renovated to nearly-zero energy buildings in a given year	M_{iap}	m^2		6	
The total floor area of buildings that are owned by public bodies, and that were renovated to zero-emission buildings in a given year	M_{iap}	m^2		7	

Member States may opt for an alternative approach to paragraphs 1 to 4 of Article 6 of Directive (EU) 2023/1791, for the purpose of achieving, every year, an amount of energy savings in the buildings of public bodies which is at least equivalent to the amount required in paragraph 1.

Member States shall estimate the energy savings that paragraphs 1 to 4 would generate by using appropriate standard values for the energy consumption of reference public bodies' buildings before and after renovation to be transformed into nearly zero-energy buildings.

Member States shall ensure that, each year, a renovation passport is introduced, where applicable, for buildings representing at least 3 % of the total floor area of heated and/or cooled buildings that are owned by public bodies. For those buildings, the renovation to nearly zero-energy building shall be achieved at the latest by 2040.

4.8.1. FIELD 1: Estimated energy savings that Article 6(1)-(4) would generate

Purpose

The purpose of this field is for the Member State to estimate the energy savings that paragraphs 1 to 4 would generate in a given year.

Guidance, including format of the data

This estimated energy savings may be the average until 2040, the same for all years.

Data format: Number in energy units

Level of obligation: Mandatory if applicable

4.8.2. FIELD 2: Amount of energy savings reached in the buildings of public bodies in Year X-3 and X-2

Purpose

The purpose of this field is for Member States to report on the amount of energy savings reached in buildings of public bodies in Year X-3 and X-2.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Guidance, including format of the data

Member states have to report Final Energy Consumption (FEC) savings for each reporting year (X-3 and X-2).

The amount of energy savings can firstly be derived from the energy performance certificate. What is not visible on the energy performance certificate can be estimated: deemed, metered, scaled or surveyed.

Data format: number (decimal) in energy units

Level of obligation: Mandatory if applicable (i.e. Member States opting for the alternative approach).

4.8.3. FIELD 3: Number of renovation passports issued for buildings owned by public bodies that are to be renovated by 2040 in Year X-3 and X-2

Purpose

The purpose of this field is for Member States to report on the number of renovation passports issued in Year X-3 and X-2 for buildings owned by public bodies that will be renovated by 2040.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Guidance, including format of the data

Member States may report the number of renovation passports issued in each reporting year (X-3 and X-2) for buildings owned by public bodies that are to be renovated by 2040.

Data format: number (entire)

Level of obligation: Voluntary

4.8.4. FIELD 4: The total floor area of buildings that are owned by public bodies for which renovation passports were introduced in Year X-3 and X-2 and that are to be renovated by 2040

Purpose

According to Article 6(6)(a), Member States must introduce renovation passport, for buildings representing at least 3 % of the total floor area of heated and/or cooled buildings that are owned by public bodies. For those buildings, the renovation to nearly zero-energy building shall be achieved at the latest by 2040.

The purpose of this field is for Member States to report the total floor area in m^2 of buildings that are owned by public bodies for which renovation passports were introduced in year X-3 and X-2 and that are to be renovated by 2040.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Guidance, including format of the data

Member states have to report m^2 for each reporting year (X-3 and X-2).

Data format: number (decimal).

Level of obligation: Mandatory if the Member State has opted for alternative measures under Article 6(6) EED.

4.8.5. FIELD 5: The total floor area of buildings that are owned by public bodies for which renovation passports were not introduced in Year X-3 and X-2 and that are to be renovated by 2040

Purpose

The purpose of this field is for Member States to report on the number of m^2 of buildings that are owned by public bodies for which renovation passports were not introduced in year X-3 and X-2.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Guidance, including format of the data

Member states may report m^2 for each reporting year (X-3 and X-2).

Data format: number (decimal).

Level of obligation: Voluntary

4.8.6. FIELD 6: Total building floor area of buildings renovated to NZEB during years X-3 and X-2

Purpose

The purpose of this field is for the Member State to capture the total building floor area of buildings owned by public bodies renovated to the nearly zero-energy building (NZEB) standard.

Guidance, including format of the data

This field requires Member States to report on total floor area in m^2 of buildings with a total useful floor area over 250 m2 owned by public bodies of the Member State concerned that were renovated to

NZEB standard. The first column is for renovations finalised during year X-3 and the second column is for renovations finalised during year X-2.

Buildings renovated to ZEB standard which also fulfil the NZEB standard should be reported only under Field 7 and should not also be included in Field 6.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal).

Level of obligation: Mandatory if the Member State has opted for alternative measures under Article 6(6) EED.

4.8.7. FIELD 7: Total building floor area of buildings renovated to zero emissions buildings (ZEB) standard during years X-3 and X-2

Purpose

The purpose of this field is for the Member State to capture the total building floor area of buildings owned by public bodies renovated to the zero emissions building (ZEB) standard.

Guidance, including format of the data

This field requires Member States to report on total floor area in m^2 of buildings with a total useful floor area over 250 m2 owned by public bodies of the Member State concerned that were renovated to ZEB standard. The first column is for renovations finalised during year X-3 and the second column is for renovations finalised during year X-2.

In 2027, year X-3 is 2024, therefore the X-3 component of this field is not applicable for the first reporting in 2027. Reporting in 2027 is required for X-2 only (i.e. year 2025) and only as from the transposition deadline on 11 October 2025.

Data format: number (decimal).

Level of obligation: Mandatory if the Member State has opted for alternative measures under Article 6(6) EED.

4.8.8. FIELD 8: Additional information

Purpose

Any additional information may be added here.

Guidance, including format of the data

Member States can provide additional either for X-3 or X-2 (in separate text fields). It is encouraged to ensure that it is clearly referenced in this field what the additional information is related to (i.e., which of the above fields).

Data format: free text, this shall be a link to the web site.

Level of obligation: Voluntary

5. FINALIZING REPORTING

5.1. Validating your submission

Reportnet is designed to run a series of quality checks once data is reported. This assists you in the reporting process. See Section 11 for a detailed overview of the Quality Assurance and Quality Control (QAQC) procedures undertaken for the dataflows described in this document.

There are three types of validations in Reportnet 3 for this dataflow:

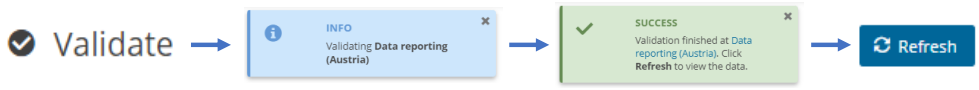
Blocker – serious issues, the data cannot be submitted until resolved,

Error – the data may be released but some explanation is required. Please note, errors should be avoided. You should submit a dataset with errors only under exceptional circumstances,

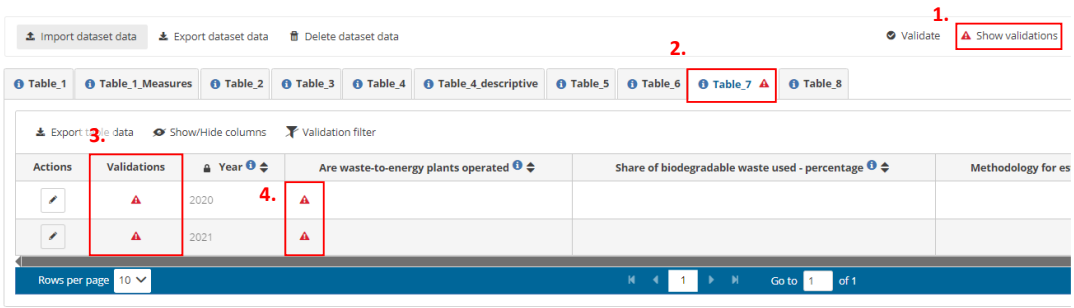
Warning – less serious issues, does not prevent the data to be submitted,

Note: blockers are only applicable for mandatory fields and specific data format types.

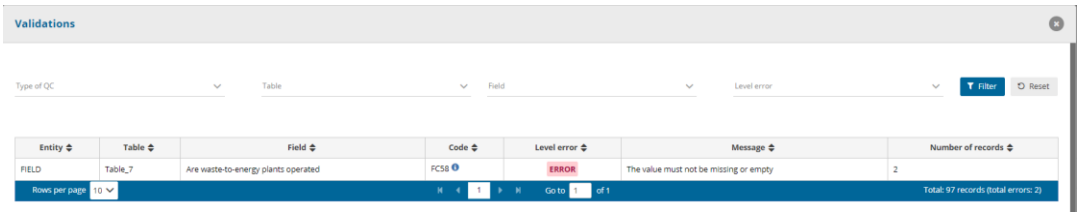
To begin the validation process, click **Validate (**and confirm). Validation takes several minutes, and depends heavily on the amount of data in the dataflow. Validation processes will begin with a blue notification icon and will end with a green success notification in the top right corner. Click the button **Refresh** to see the validations in the dataflow.



Validations can be viewed in multiple areas of the reporting window. For a full list click on **Show validations** (1), tables with validation errors can be viewed in **table tabs** (2), row-level validations can be found in the **Validations field** (3), and cell level validations are reported within the **relevant record** (4).



When you click on **Show validations**, **validations can be filtered** by type of QC, table name, field, level of error. There is a field that states the number of records which have this error.

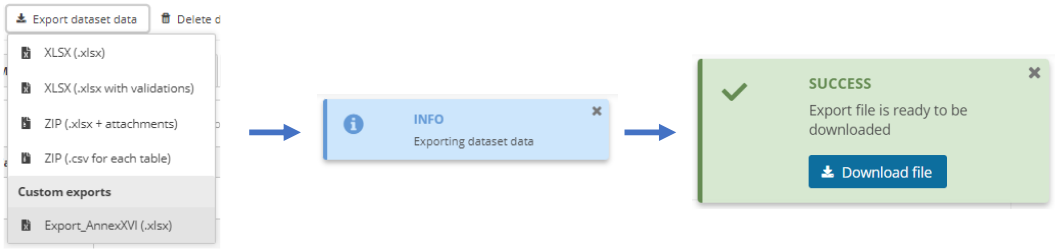


5.2. Export functionality

Once data has been reported, there is a possibility to export the reported data from Reportnet. This has multiple advantages for reporters:

- To export reported data from Reportnet into Excel template format,
- To download pre-filled, post-filled, aggregated data that is not visible in Reportnet (this will be included with any data report in Reportnet by (a) reporter(s).
    - This template can be reused as an import template (see Section 2.5.2).

Once an export is initiated you will be notified by a blue notification icon. When the download is successful a green success icon will appear with the download link available. Click this link to download the export.



Exported files can also be **downloaded from the notification list** that can be accessed on the blue navigation pane on the left of the reporting window.



5.3. Releasing data

The green icon in the reporting window, **Release to data collection**, is used to submit your final data for this reporting obligation. Please align with the other lead reporter(s) prior to submitting your data. Once selected a **Confirmation receipt** will be made available, with a timestamped proof of submission.



European Environment Agency
Kongens Nytorv 6
Dk 1050 Copenhagen K

Receipt date: 2023-01-23
Representative: Italy

To Whom It May Concern

This is a confirmation of receipt for national data submission under the reporting obligation

ANNEX XVI 22112022

Obligation: National projections of anthropogenic greenhouse gas emissions - GovReg
https://rod.eionet.europa.eu/obligations/797

Datasets	Release date
ANNEX XVI	2023-01-23 19:28:54 CET

Submitted by user: william.keeling@eea.europa.eu



Data can be submitted multiple times. On each occasion the data will be saved. However please note that for data processing and analysis, **the EEA will always take the latest version** of the submitted data.

6. QUALITY ASSURANCE AND QUALITY CONTROL

6.1. 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 are performed on the submissions of Member States. On behalf of the Commission and the EEA, the European Topic Centre (ETC-CM) carries out these quality checks for the dataflows covered in this guideline.

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 check-list on the reasons why changes are not considered necessary. After quality control, the data is stored in the EEA's 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.

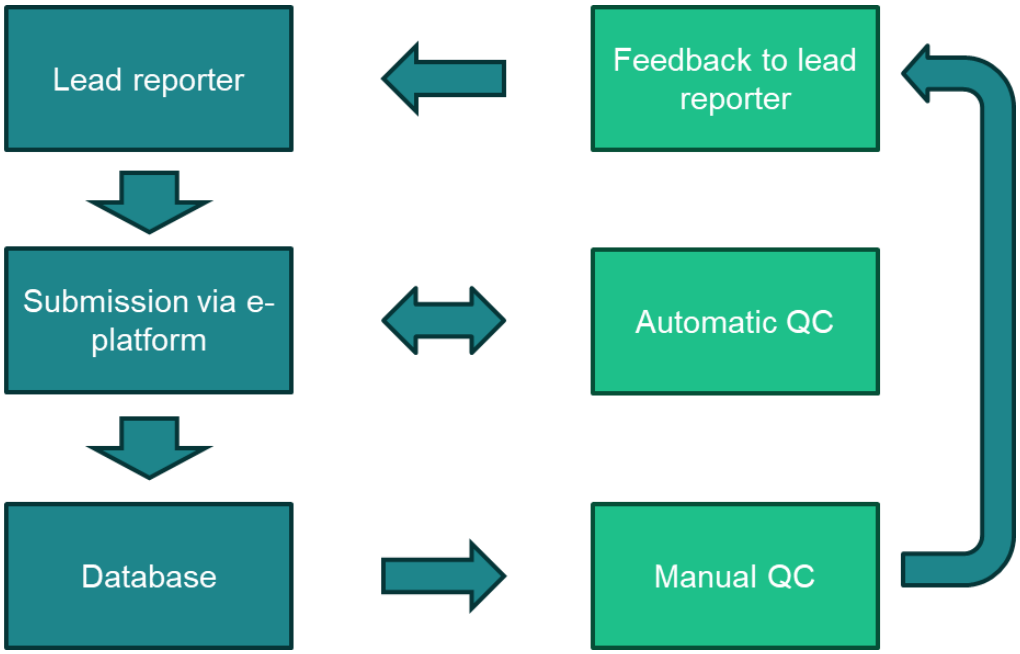


Figure 1 - Overview of the quality control process

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.

6.2. 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.

6.3. 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.

The findings from the quality assurance process will additionally be reported in dataflow specific quality assurance reports. These will provide an overview of the final dataset and any outstanding data quality issues thereof.

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

When	What	Who
By 15 March	• 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	Assessment, analysis and reporting in progress reports (Commission). Publication of EEA products (trends and projections, data visualisations).	European Commission EEA

6.4. 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

ANNEX 1: REPORTING ROLES

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	• 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 regarding 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 Policy Reporting Platform) 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 Policy Reporting Platform). Contact for changes: (for dataflows in ReportNet) govreg@eea.europa.eu

	(for dataflows in Policy Reporting Platform) 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 Policy Reporting Platform) 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 Policy Reporting Platform lead reporters can request changes to the reporters by e-mail: EC-E-PLATFORM-IT-SUPPORT@ec.europa.eu

Commission/EEA roles

- Assessment coordinator
- ReportNet coordinator
- Policy Reporting Platform 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	**Policy reporting Platform coordinator**
Overall aim of the function	The Policy reporting Platform coordinator is responsible for ensuring the technical implementation of the NECPR modules implemented through Policy reporting Platform, including relations with data stewards & data custodians on the COM side
Role/ responsibilities	• Manages the technical implementation of the NECPR modules implemented through Policy reporting Platform. • Coordinates with data stewards and custodians on the relevant Policy reporting Platform dataflows. • Cooperates internally to align Policy reporting Platform 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 • Policy reporting Platform 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