



EUROPEAN COMMISSION
DIRECTORATE-GENERAL ENERGY AND TRANSPORT
New Energies & Demand Management
Promotion of Renewable Energy Sources & Demand Management

Brussels, 10 July 2001

THE EUROPEAN GREENLIGHT PROGRAMME GUIDELINES



1. The GreenLight Programme Objectives and Scope

Accelerating the penetration of efficient lighting in commercial and public buildings and outdoor space will play a major role in achieving the Community's CO2 reduction goal while at the same time contributing to reducing dependence on energy imports, to offering business opportunities for the European Union industry, and to improving working conditions.

The comprehensive strategy set out in the Energy Efficiency Action Plan contains the GreenLight Programme designed to facilitate the penetration of efficient lighting in the non-residential sector. The necessary trend towards increased private investment in efficient lighting will be stimulated in a visible manner through public relations activities, focusing public support programmes on the objectives of the GreenLight Programme and raising public awareness.

The GreenLight Programme, started in year 2000, is acting as a catalyst for the development of key efficient lighting sectors, sending clear signals for greater use of efficient lighting and encouraging investment.

2. The GreenLight Programme

The GreenLight Programme is a voluntary programme where private and public organisations and companies commit to upgrade the lighting in their existing spaces wherever and whenever the energy savings justify the investment and to install best available efficient lighting systems in new buildings. The goals of the GreenLight Programme are for registered programme participants (Partners):

- to upgrade their lighting in existing facilities and
- to build all new facilities with technology that saves energy, thus
- reducing operating costs
- improving the quality of light and worker productivity
- thereby preventing the emission of greenhouse gases and other pollutants and
- improving the economic performance of programme participants

The GreenLight Programme has been developed to involve key commercial and public companies in upgrading lighting systems. Though not entailing legally binding obligations, **joining the Programme requires strong commitment and a substantial contribution to the objectives of the GreenLight Programme.** Joining proceeds through a Registration whereby the institution, organisation or company in question commits itself to fulfil the GreenLight Programme requirements. Partners may use the GreenLight logo and their relevant activities may be included in the other related promotional activities, such as the Awards, Catalogue, Advertising activities, etc.

The list of GreenLight Programme Partners, including a description of their specific contribution to the GreenLight Programme will be published widely (brochure, Internet etc.).

The Partnership also includes the planned monitoring and reporting of the relevant actions.



3. Eligibility criteria

Every institution, company or organisation, both public and private, planning to contribute to the GreenLight Programme objectives can become a GreenLight Programme Partner. Administrative procedures and guidelines will be such as to allow a wide membership of serious contributors to the GreenLight Programme. However, in order to maintain the credibility of the Partnership, some eligibility criteria have been developed, in the form of the present *Guidelines*. In addition, the fulfilment of these Guidelines by Partners will be verified. In general, the system is intended to be as straightforward and light as practicable.

4. The GreenLight Programme Guidelines.

1. Each partner shall appoint a Corporate Manager responsible for assuring the Programme execution and all the communications with the European Commission or its designated representatives for the Programme (e.g. National Energy Agencies¹). The Corporate Manager will be responsible for assuring that management systems are created to implement the programme, reporting to top management of the organisation on progress, and preparing reports to the European Commission.

2. Each partner² shall commit to either:

upgrade at least 50% of all the eligible (subject to profitability criteria: see point 8) space owned or on long term leases (5 years or more) with best available lighting technologies, including but not limited to:

- a) replacing magnetic ballasts with electronic ballasts
- b) replacing single phosphor lamps with tri-phosphor lamps
- c) adding occupancy sensors, day lighting sensors or other controls
- d) upgrading fixtures through addition of reflectors,
- e) substituting new fixtures, and/or moving/removing fixtures,
- f) replacing incandescent lighting with fluorescent lighting, preferably for A-rated compact fluorescent lamps or other high efficiency systems
- g) any other kind of measure capable of saving lighting energy.

Such systems should be operated to avoid leaving lights on when not being used, to avoid unnecessary use of lights, and to enhance the use of daylight.

Or

reduce the total aggregate lighting electricity consumption of the space owned or on long-term leases (5 years or more) by at least 30% by using best available lighting technologies.

¹ The list and address of National Energy Agencies is available from the Commission on request

² The partnership is normally at **corporate level**, covering all the eligible space owned or on long term leases (5 years or more) by the company joining the GreenLight Programme. However a company can join the GreenLight Programme only for a specific site(s), in this case the Guidelines apply only to this specific site(s). In this case the site(s) has to be clearly indicated in the registration form. When a company joins the GreenLight Programme for a specific site (e.g. a hotel chain company joining only for hotel XY in city ZZ), this has to be clearly indicated by the Company in all the communication material relating to the GreenLight Programme, e.g. web-site, advertisement, etc. The Commission will also indicate the name of the site(s) in all its communication material e.g. web-site, catalogue, posters, etc. More sites can be added to the company commitment and is always possible to move from a site partnership to a corporate partnership or vice versa.



3. All upgrades should seek to maintain and preferably improve lighting quality according to the existing norm levels and ergonomic recommendations.
4. Upgrades should be completed within five years of joining the programme. A pilot³ upgrade must be completed within one year of joining the programme.
5. Each partner shall provide at the beginning of each year (for the first year within three months after the reception of the acceptance letter) of the participation in the programme, the following information:
 - a) the area (in meter square and percentage) intended for upgrading in the coming year, together with the reference (baseline) power and illuminance levels and energy use (yearly mission statement) and predicted/expected electricity savings;
 - b) the surface area that has been upgraded, along with the corresponding post-upgrade audit data and the reference(baseline) power, illuminance levels and achieved electricity savings (yearly progress).
 - c) The partner shall also provide within three months after the reception of the acceptance letter a list of space owned or on long term leases to be considered within the framework of GreenLight. The partner can also provide at that time a list of the audit data (as above) for the area upgraded up to three years before joining the GreenLight programme. These upgrades will be credited towards the fulfilment of the GreenLight Programme Guidelines.
6. Each partner shall provide documentation of at least one showcase building that the European Commission can publicise, providing details on baseline energy use, what was done, and the resulting energy use after the upgrade. The European Commission will provide estimates of pollution prevented.
7. At each building that is upgraded the Partner shall post, in a highly visible site, a sign, artwork of which is provided by the European Commission, publicising its upgrade and the contribution it is making to the environment.
8. For determining if an energy-efficient lighting investment passes the profitability test, the Partner can choose either to use as criterion (1) an Internal Rate of Return⁴ (IRR) of 20% calculated over a period of 15 years or alternatively (2) the least Life Cycle Cost rule⁵ over the project's lifetime (minimum 5 years). If a Partner cannot meet minimal space requirements or reductions in total lighting energy, given their economic situation, they may drop out of the programme without any prejudice to rejoin when their situation changes. Since the purpose of the programme is to reduce energy use and greenhouse warming, and to provide the widest possible recognition of Partners, it critical to assure that all participants do accomplish these goals.

³ An eligible pilot upgrade shall be either a building or at least 3000 m²

⁴ The Internal Rate of Return is the interest rate that equates the present value of expected future cash flows to the initial cost of the project. Expressed as a percentage, IRR can be easily compared with loan rates to determine an investment's profitability. For a stream of equal cash flows, an IRR of 20% over a 15-year period corresponds to a payback time of 4.7 years.

⁵ The least Life Cycle Cost rule consists in accepting an energy-efficient lighting investment when the resulting Net Present Value (NPV) of the investment is above or equal to 0. The Net Present Value is the total cash flow that the project generates over its lifetime, including first costs (counted negatively), with discounting applied to cash flows that occur in the future (money savings, counted positively).



9. Partners can withdraw from programme at any time without penalty.
10. Compliance with Community, national and local regulations will be compulsory for any action and project to be undertaken in the framework of the programme.
11. All new installations shall be chosen so that no alternative installation exists that would:
(1) maintain or improve the lighting quality provided by the chosen installation and (2) consumes less electricity and (3) would represent a supplementary investment that would pass the profitability test of point 8 above.

5. Participation in the GreenLight Programme

Following the submission of the registration form to the Commission, the effective participation in the GreenLight Programme will start at the reception of the acceptance letter by the Commission. The participation will be reviewed on a yearly basis by Commission following the assessment of the compliance with the above Guidelines. In case of non-compliance with the above Guidelines by the company, the Commission reserves the right to terminate the company participation in the GreenLight Programme.

The Commission will send the list of GreenLight Partners to the National GreenLight Representative (list available on internet at <http://www.eu-greenlight.org>) and to the Member States representatives in the SAVE Committee. Monitoring Guidelines and Technical Information to the GreenLight Partners are available on internet at <http://www.eu-greenlight.org>. In addition, to the National GreenLight Representatives also GreenLight Endorsers (updated list available on the web-site) including local energy agencies, utilities, lighting component manufacturers and distributors, and ESCOs can provide direct technical assistance.

6. Partner recognition

Partners will be entitled to use the GreenLight Programme logo, to be included in the GreenLight Partnership Catalogue and to participate in the GreenLight Awards. In addition, "actions" undertaken by GreenLight Partners will be disseminated at EU-wide level in the GreenLight Advertising Campaign.

The various actions are specified below.

- a) The use of the logo will be restricted to the "programme" in the GreenLight Partnership. The Partner will not be allowed to use the logo for other purposes or activities.
- b) The Commission will monitor the implementation of the Guidelines and will withdraw the use of the logo and terminate the Partnership if any misuse is verified.
- c) The Commission will publish the GreenLight Partnership catalogue. Partners will provide information. In addition, information concerning GreenLight Partnerships will be introduced in the GreenLight database funded by the Commission.
- d) GreenLight Programme Awards will be made to best GreenLight Partnerships in accordance with criteria to be set and agreed. There will be awards for a variety of different types of Partners to be agreed.



For general information on the GreenLight Programme please contact:
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Or look in our web-site at <http://www.eu-greenlight.org>



EUROPEAN GREENLIGHT PROGRAMME PARTNERSHIP

REGISTRATION FORM

The organisation/company/institution/authority⁶

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declares its willingness to participate in the GreenLight Programme and to commit itself to fulfil the criteria described in the attached Guidelines.

The organisation, through regular upgrade reports, will keep the European Commission informed on the implementation of the above actions.

The GreenLight manager appointed by the company is:

Name:

Managerial Function:

Address

Tel:

Fax:

E-mail:

Website:

for the organisation

Director or person authorised to sign:

Name:

Managerial Function:

Address

Tel:

Fax:

E-mail:

Website:

Signature

Date

Please send the signed registration form to :
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⁶ In case of site(s) partnership please indicate clearly the name of the site(s)

