

Certification Trade Mark Rules



Introduction

Electricity grid decarbonisation will only be successful with a dramatic shift to decentralised energy infrastructure which will require technical innovation and widespread commitment from businesses and communities. This includes creating business and community energy resilience by reducing reliance on traditional networks and suppliers that are limited by existing infrastructure.

Circular Energy Holdings Pty Ltd (Maximum Energy) has developed the Sustainable Energy Commitment Methodology as the missing pathway to accelerate the uptake of renewable energy and decarbonisation of the energy grid. The Sustainable Energy Commitment allows organisations to make real pledges to 2030 targets that align with climate change agreements. The Sustainable Energy Commitment is an important collaborative approach which provides a framework that energy consumers can adopt to actively play their role in the transition in the following 3 key areas:


- Energy management resilience
- Net renewably sourced energy
- Community leadership

1. Definitions

1.1 **Authorised User** means an entity that has been approved by a Certifier to use the Certification Trade Mark in accordance with these Rules.

1.2 **Certifier** means Maximum Energy and any other entities approved by Maximum Energy that have experience and knowledge in developing and assessing business cases for energy efficiency and emission reduction opportunities, energy management strategy, carbon accounting specific to energy, energy policy, renewable energy procurement and circular economy methodologies, and must have skills, knowledge and experience in:

- a) regulatory and compliance requirements for energy efficiency and emission reduction programs;
- b) financial modelling, planning and auditing; and
- c) general knowledge of future energy technology.

1.3 **Certification Trade Mark** means  and any substantially identical trade mark, that

is owned by or licensed to Maximum Energy.

1.4 **Maximum Energy** means Circular Energy Holdings Pty Ltd.

1.5 **Rules** means this set of rules and regulations or any other rules and regulations contained in an agreement between an Authorised User and Certifier to use the Certification Trade Mark.

1.6 **Sustainable Energy Commitment** means the commitment that Authorised Users make to comply with the Rules.

2. Becoming an Authorised User

2.1 In order to become an Authorised User, an entity must establish the following to the satisfaction of the Certifier:

- a) A sustainable energy policy and supporting systems:
 - i. Development of a sustainable energy policy
 - ii. Create a system to provide transparency and visibility of energy usage
 - iii. Leadership commitment to drive the policy
 - iv. Adopt good practice and use of peer networks to share opportunities and successes and fast track delivery
 - v. Team work and training to build ownership accountability for energy use and emission reduction
 - vi. Use of technology to drive change and improve how things are done
- b) Clearly defined energy usage and emissions baseline:
 - i. A baseline of energy emissions
 - ii. An accurate register of energy consuming assets
 - iii. Site specific energy demand profiles
- c) A roadmap with clear actions and measurable goals to deliver stretch targets:
 - i. Setting a minimum of 2 targets to be achieved prior to 2030 (once set cannot be changed)
 - ii. A roadmap of actions addressing the 3 key areas that will be committed to
 - iii. Development of an energy management plan
 - iv. Assessment of the value and impact of actions on delivering targets

2.2 If the Certifier is satisfied that the applicant entity has met the requirements under clause 2.1, the Certifier will approve the entity as an Authorised User by entering into an agreement with that entity.

2.3 Authorised Users must only use the Certification Trade Mark in accordance with the Rules.

3. Maintaining Authorised User Status

3.1 Authorised Users must maintain a strong governance of the Sustainable Energy Commitment, which must include:

- a) A strong governance plan that is tangible, practical and measurable
- b) Have evidence of internal quarterly reporting that demonstrates compliance with the Rules
- c) Document any adjustments to the baseline and asset register on a quarterly basis
- d) Document any adjustments to the roadmap on a quarterly basis

3.2 Authorised Users must undertake and maintain sustainable sourcing programs and responsible end of life asset management to demonstrate that:

- a) All actions have been completed ethically
- b) All sourced solution suppliers have a low emission strategy
- c) All actions have an end-of-life recycling strategy

3.3 All Authorised Users must undergo an annual audit conducted by an auditor appointed by the Certifier to ensure that each Authorised User maintains compliance with the Rules. If the Certifier is not satisfied that the annual audit reveals an Authorised User is compliant with the Rules, that Authorised User will have 6 months to remedy the situation and failing that, the Authorised User will lose its status as an Authorised User of the Certification Trade Mark.

4. Dispute Resolution

4.1. If any entity or person disagrees with a decision made by a Certifier in relation to the granting and use of, and any other issue relating to, the Certification Trade Mark, it may request an internal review of the decision by following the following process:

- a) Lodging a written notice to disputes@maximumenergy.com.au, outlining the grounds on which the decision should be reviewed and evidence to support the dispute notice.
- b) Maximum Energy will, within 30 days, review the dispute notice and respond to the applicant.
- c) If the dispute cannot be resolved within 60 days from the dispute notice, the parties shall meet and attempt to resolve the dispute commercially. If a commercial resolution cannot be reached, the parties must appoint an independent mediator to resolve the dispute by mediation and the parties must participate in the mediation in good faith. The costs of the mediation must be equally shared by the parties. the accused party to review the latest quarterly report.