







ESOS Newsletter

Issue 31 November 2024

Welcome to the Energy Savings Opportunity Scheme (ESOS) newsletter, keeping you updated with key information relating to the scheme. In this issue:

- S MESOS Reporting System Update
- Action Plan Guidance

MESOS Reporting System Update

We can now confirm that the Action Plan functionality has now gone live within the MESOS system, allowing all advanced users to submit accordingly. To confirm, in order to carry out this action you must have registered an organisation account within the MESOS system.

In order to initiate and submit your action plan please follow the steps below:

යා GOV.UK	Manage your ESOS reporting	Signaut	· · · · · · · · · · · · · · · · · · ·	
	Taska Accounts		 Login at https://manage-energy-saving-opportunities- 	
INCOME This is a new service - your <u>Include</u> will help us to improve it. Now are logged in as AL Net over <u>Contributed</u> > <u>Accounts</u> > Text Organisation			reporting.service.gov.uk/	
AND ADDRESS / BALANCE / MANAGEMENT				
Test Organisa	tion use	Start a new task	 Select 'Accounts' section. Select your organisation account and 'start a new task' 	
Details Phases Unexand-contacts Workflow.history Notes			Click the green button under 'Phase 3 Action Plan' that	
Organisation details			says 'Start'.	
Is the UK organisation registered at Companies House?	Nap		This starts the action plan workflow	
Organisation name	Test Organisation	Change	Once the estimation plan is started you can access it as a task in	
Activity codes	Classification type: SIC Codes: 78978	Change	Once the action plan is started you can access it as a task in	
Address	2	Chanae	your dashboard and submit this to the regulator once comple	sie.
Town or city	Town2	Change	GOV.UK Manage your ESOS reporting	
County	County2	Change		
Postcode	PP15P	Change	Tasks Accounts	
Location of registered office or	England		BETA This is a new service - your feedback will help us to improve it.	
principal place of activity				
			<u>Dashboard</u> > <u>Accounts</u> > <u>Test Organistion</u> > Account process actions	
			< Back	
			Start a new task	
			Phase 3 Notification	
			About Phase 3 Notification	
			You cannot start the Notification of Compliance process as it is already in progress.	
			Phase 3 Action Plan dia GOV.UK Manage your ESOS re	eporting
			Tasks Accounts	
			About Phase 3 Action Plan BETA This is a new service - your feedback will help us to improve it.	
			Start Dashboard > Submit Phase 3 Action Plan	
			Submit Phase 3 Action Plan	
			Assigned to: Sam Stewart	
			Submit to regulator	
			1. Prepare Action Plan	
			Energy efficiency measures NOT ST	TARTED
			2. Confirm	
			Responsible officer confirmation CANNOT STA	ART YET









As communicated in the September 2024 newsletter (issue 28), for organisations qualifying for Phase 3 of ESOS, the deadline for submitting your ESOS Action Plan is the 5 December 2024. Organisations should still look to meet the 5 December 2024 deadline where possible, however, to assist participants in preparing and submitting their action plans, the Environment Agency and Regulators for the Devolved Administrations will accept submitted action plans provided that you submit them by the **5 March 2025**.

Action Plan Guidance

Guidance on how to compile and complete the action plan submission can be found in the attached 'Action Plans data requirements' template. This template is provided as a tool which lead assessors / responsible undertakings may wish to use to help them collect the information required to complete the action plan submission in order to comply with the Energy Savings Opportunity Scheme (ESOS).

Action plans must then be submitted via the online system, MESOS, by the responsible undertaking in order to be compliant.

Contact us

For any IT specific queries relating to the MESOS Reporting System, please contact our new IT helpdesk at <u>esos-it@environment-agency.gov.uk</u>.

If you have any queries relating to ESOS or if there is anything specific you would like to see in future ESOS newsletters, please consult the <u>ESOS Guidance</u> in the first instance or email <u>esos@environment-agency.gov.uk</u>