



Sri Lanka National Best Energy Services Company (ESCO) Awards 2025

Award for Excellence in Promoting Management of Energy

Guide Book



Sri Lanka Sustainable Energy Authority (SLSEA)

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Chapter

1

1. INTRODUCTION & GENERAL GUIDE

1.1. Sri Lanka Sustainable Energy Authority

Sri Lanka Sustainable Energy Authority (SLSEA), a statutory authority under the Ministry of Power & Energy, is the focal government entity for improving energy efficiency in the country. SLSEA has the **Vision** to make an energy secure Sri Lanka and functions with the **Mission** to guide the nation in all its efforts to develop indigenous energy resources and conserve energy resources through exploration, facilitation, research & development and knowledge management in the journey of national development by protecting natural, human and economic wealth by embracing best sustainability practices.

In the journey towards an energy secure Sri Lanka, SLSEA has set six primary goals as increase the renewable share in the primary energy supply, reduce energy waste across all sectors by energy efficiency improvement and conservation, create an environment conducive for a robust pipeline of sustainable energy programmes to make those a strength to the economy, contribute to reduce GHG emissions from energy sector, create a policy framework to provide a fertile soil for sustainable energy programmes and transform the society to an energy conscious society.

1.2. National Best Energy Services Company (ESCO) Award

The National Best Energy Services Company (ESCO) Awards competition is the national event conducted by the SLSEA for Energy Services Companies to honor the efforts and contribution of ESCOs in promoting energy management in Sri Lanka.

1.3. Purpose of the Guide Book

The purpose of this guide book is to provide the necessary information, application forms and guidelines for those entities who wish to apply for the Award.

1.4. Application Requirements

An applicant for ESCO Awards should be a registered business entity. In case the organization is a unit or subsidiary of a group of companies, the organization needs to apply as a separate applicant. When there are number of units or subsidiaries of a group of companies applying for award those will be treated as separate applicants.

This award consists of three (03) sectors namely; Energy Efficiency Improvements, Energy Auditing Services and Technology Providers. Energy Services Companies who have registered with SLSEA are eligible for applying this award under the registered sector.

1.5. Awards

Applications are called and the applicants are assessed and award winners are selected by using prescribed criteria. (See *Chapter 2*)

Award recipients will receive a Trophy and a Certificate. In a situation where none of the applicants are able to demonstrate the expected level of competency, the board of examiners may decide only to award merit certificates. Award recipients may publicize and advertise their awards. Recipients are expected to share information about their successful projects with other Sri Lankan organizations.

1.6. Award Ceremony

Awards will be presented at Sri Lanka National Energy Efficiency Awards 2025.

Details of the winners will appear in a special supplement being published in national newspapers on a day after the award ceremony.

1.7. The Award Evaluation Criteria

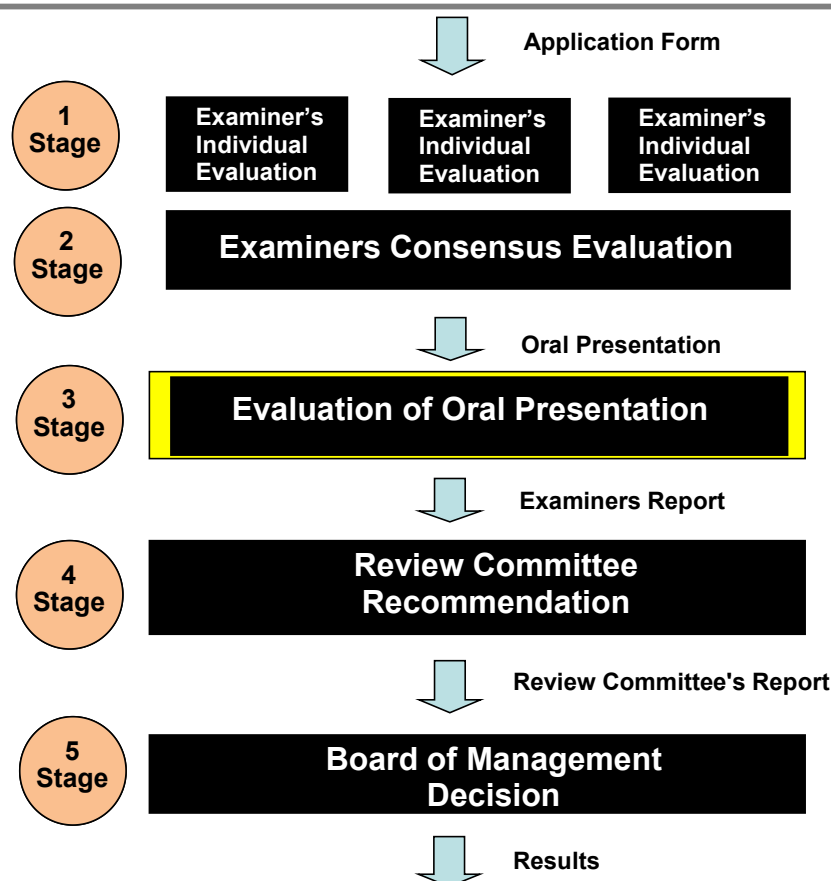
The award evaluation is based upon management strength, technical capabilities and expertise, past experiences, and innovativeness on energy conservation and energy management. In responding to these criteria, each applicant is expected to provide information and data through respective Application Form (see *Chapter 3, Chapter 4 and Chapter 5*).

1.8. Application Review

Applications are reviewed and evaluated by members of the **Board of Examiners**, **Review Committee** and the **Board of Management** as defined in section 1.11 in a five-stage process.

A group of examiners is assigned from the Board of Examiners to evaluate a given application taking into account the nature of the applicants' businesses and the expertise of the examiners.

Five-stage evaluation and review process are as follows;



- **First Stage - Individual Evaluation**

An evaluation of the application is conducted independently and individually by the group of examiners comprising at least three members of the Board of Examiners and scores are allocated.

- **Second Stage - Consensus Evaluation**

Scores allocated at the first stage are critically reviewed by the group of examiners as a team and arrive at a consensus score. At the conclusion of the second stage review, the team determines whether the applicant should call for oral presentation. Time allocation for the presentation is 30 minutes.

- **Third Stage -Oral Presentation Evaluation**

Oral presentation session will be conducted by a team led by the chairman of the group of examiners. The objectives of the oral presentation are to verify the information provided in the Application Form and to clarify issues and questions raised during review of the report. A report will be presented to the review committee recommending the suitable applicants for further evaluation.

- **Fourth Stage - Review Committee**

The report generated at the end of the third stage will be reviewed by a Review Committee and recommendations will be made to the Board of Management.

- **Fifth Stage -Board of Management**

The Award winners will be selected by the Board of Management based on the recommendations made at the end of the fourth stage.

1.9. Board of Examiners

A Team of Examiners who are appointed by the SLSEA will act as the Board of Examiners. The responsibilities of the Board of Examiners will include evaluation of Applications, conduct oral presentations and making recommendations to the Review Committee.

The Board of Examiners will consist of energy conservation and management experts from public and private organizations. Examiners are selected by SLSEA based on the expertise in their respective fields.

The Review Committee consists of members from SLSEA including Director General and Deputy Directors General and also personnel from private and public sector organizations that are recognized as experts in energy conservation and management.

The Board of Management consists of the members of the board of management at SLSEA.

Having evaluated and given scores for an Application form and Oral presentations, the Leader of the each examining team makes a presentation before the Review Committee with their observations and recommendations. Having reviewed the observations, scores obtained and recommendations made by the chairman of group of examiners, the Review Committee makes its recommendations to the Board of Management to obtain approval.

1.10. Steering Committee

The management of SLSEA has the discretion to set up a Steering Committee consisting of competent and skilled personnel for the administration of award and to drive the entire award process while demonstrating a high degree of professionalism from the inception.

1.11. Role Model Determination

The SLSEA is responsible for determining that a candidate would be an appropriate role model and therefore should be approved as an award winner. The purpose of this determination is to help ensure that the awards integrity is preserved.

1.12. Award Recipients' Responsibilities and Contributions

Award recipients are required to share information on their successful performance with other Sri Lankan energy services companies. However, recipients are not required to share proprietary information, even if such information was part of their application form. The principal mechanism for sharing information is the Quest for Excellence session in Energy Efficiency Conference.

1.13. Eligibility for Future awards

There is no restriction whatsoever for award winning companies to re-apply for awards in subsequent years as the evaluation is mainly based on the incremental improvements in energy services.

1.14. Non-Disclosure

Names of applicants, individual applications, commentary, and scoring information developed during the review of applications and presentations are regarded as proprietary and are kept confidential. Such information is available only to those individuals directly involved in the evaluation and application distribution processes. Board of Examiners are assigned to applications following strict conflict of interest rules and receive no information regarding the content or status of applications to which they are not assigned. Even after the completion of the evaluation process, the names of the applicants will not be disclosed unless they win an award or a merit certificate.

Chapter 2

2. EVALUATION CRITERIA

2.1. Energy Efficiency Improvements

2.1.1. Rationale

The evaluation criteria have been formulated to comply with the underlying theme of the award scheme, "promote energy conservation through high quality energy services". Expected services from energy efficiency improvement companies are turnkey solutions in assessing, guaranteeing energy saving potentials, financial savings and project implementation.

1	Criteria	Score		
	Management	75	Stability and Strength of the Organizational Structure	Vision and mission
2	Technical	175	Capabilities, Expertise and Employee strengths	Instrument ownership
3	Experience	675	Project Implementation and continuous maintenance Training/Awareness Programs	Experiences in different sectors & Certification and Quality systems
4	Innovation	75	Certification and Quality Systems Patents	Technology Tie-ups

2.1.2. Criteria

Evaluation is carried out based on four criteria namely management, technical, experience and innovation.

1. **Management strength and Objectives of the Company**– Following criteria will be evaluated under this section.
Providing a quality energy services for long term by well-established organization in terms of ownership structure, organizational structure, internal control systems, vision and mission of the organization to provide broader range of services.
2. **Technical Capabilities & Expertise**– Providing wide range of energy services increasing the employee strength in terms of numbers, qualification and experience, enhancing their competencies by training them on energy efficiency services.
Strength in measuring facilities, testing equipment, etc. in connection to implementing activities related to the focused aspect in energy management with high professionalism.
3. **Past Experiences on Energy Services** – Identification of energy saving potentials and improvements through a systematic evaluation process and then;implementing and continuous maintenance of energy saving projects, Serve different sectors and create awareness on energy conservation and efficiency by conducting awareness / training programs etc.
4. **Innovativeness of the Company** – Innovativeness in terms of holding certification and quality systems, patents, technology tie-ups, R&D facilities etc.

2.1.3. Score Allocation

In Management strength and Objectives of the company criteria, scores amounting to 75 each has been assigned as follows;

- | | |
|--|------|
| 1. Constitution, ownership structure, parentage, Quality of organizational structure, Internal control and systems | - 50 |
| 2. Vision and mission of the organization | - 25 |

In Technical Capabilities & Expertise criteria, scores amounting to 175 each has been assigned as follows;

- | | |
|--|------|
| 1. Employee strength in terms of numbers, qualification and experience | -125 |
| 2. Instrument Ownership | -50 |

In view of high importance of past services created to the nation, scores amounting to 675 has been assigned as follows;

- | | |
|--|------|
| 1. No. of energy efficiency projects implemented and energy saving achieved by
Implementing projects
(Successful 10 or more implementation with substantial energy saving will receive full marks) | -450 |
| 2. Ratio of saving vs. investment | - 50 |
| 3. Continuous maintenance of the implemented projects | - 50 |
| 4. No. of different sectors served | - 25 |

- (5 sectors will receive full marks)
5. Certifications and quality systems obtained by clients (with the assistance of ESCO) - 75
(5 or more will receive full marks)
 6. Quality & Quantity of Awareness/Training Programs Carried out - 25
(At least 1day training programs to train altogether 200 or more trainees will receive full marks)

In Innovativeness of the company criteria, scores amounting to 75 each has been assigned as follows;

1. Certification and Quality Systems -25
2. Patents held by the Company -25
3. Technology tie-ups, R&D Facilities - 25

2.2. Energy Audit Services

2.2.1. Rationale

The evaluation criteria have been formulated to comply with the underlying theme of the award scheme, "promote energy conservation through high quality energy services". Expected services from energy audit services companies are providing professional services in walk through, comprehensive and investment grade energy audits.

1	Criteria Management	Score 75	Stability and Strength of the organizational structure	Vision and mission
2	Technical	175	Capabilities, Expertise and Employee strengths	Instrument ownership
3	Experience	700	EnergyAudits Training/ Awareness Programs	Experiences in different sectors & Certification and Quality systems
4	Innovation	50	Certification and quality systems	

2.2.2. Criteria

Evaluation is carried out based on four criteria namely management, technical, experience and innovation.

1. Management strength and Objectives of the company – Following criteria will be evaluated under this section.
Providing a quality energy auditing services for long term by well established organization in terms of ownership structure, organizational structure, internal control systems, vision and mission of the organization.
2. Technical Capabilities & Expertise – Providing excellence service by increasing the employee strength in terms of numbers, qualification and experience, enhancing their competencies by training them on energy auditing.
Strength in measuring facilities, testing equipment, etc. in connection to implementing activities related to the focused aspect in energy management with high professionalism.
3. Past Experiences on Energy Services – Identification of energy saving potentials and improvements by carrying out walkthrough and comprehensive energy audits, Serve different sectors and create awareness on energy conservation and efficiency by conducting awareness / training programs etc.
4. Innovativeness of the company – Innovativeness in terms of holding certification and quality systems.

2.2.3. Score Allocation

In Management strength and Objectives of the company criteria, scores amounting to 75 each has been assigned as follows;

- | | |
|--|------|
| 1. Constitution, ownership structure, parentage, Quality of organizational structure, Internal control and systems | -50 |
| 2. Vision and mission of the organization | - 25 |

In Technical Capabilities & Expertise criteria, scores amounting to 175 each has been assigned as follows;

- | | |
|--|-------|
| 1. Employee strength in terms of numbers, qualification and experience | - 125 |
| 2. Instrument ownership | - 50 |

In view of high importance of past services created to the nation, scores amounting to 700 has been assigned as follows;

- | | |
|---|------|
| 1. No. of walk through audits
(40 or more audits will receive full marks) | -125 |
| 2. No. of comprehensive audits and total energy saving potential
(Successful 15 or more audits (above 150 kVA) with identification of substantial energy saving will receive full marks) | -500 |
| 3. No. of different sectors served | -25 |
| 4. Certifications and quality systems obtained by clients (with the assistance of ESCO)
(5 or more will receive full marks) | -25 |
| 5. Quality & Quantity of Awareness/Training Programs Carried out | -25 |

(At least 1day training programs to train altogether 200 or more trainees will receive full marks)

In Innovativeness of the company criteria, scores amounting to 50 has been assigned as follows;

1. Certification and quality systems - -50

2.3. Technology Providers

2.3.1. Rationale

The evaluation criteria have been formulated to comply with the underlying theme of the award scheme, "promote energy conservation through high quality energy services". Expected services from Technology providers are assessing, quantifying potential and conducting of financial analysis of energy diversify strategies (ex. Fuel switching, net metering, etc.), Supply, installation and maintenance of efficient equipment and all process improvement systems.

1	Criteria Management	Score 75	Stability and Strength of the organizational structure	Vision and mission
2	Technical	150	Employee strength in terms of numbers, qualification and experience	Instrument ownership
3	Experience	675	Diversification of energy/ Supply, installation and maintenance of efficient equipment and all process improvement systems	Experiences in different sectors Training/Awareness Programs Carried out
4	Innovation	100	Certification and Quality Systems	Technology Tie-ups Patents

2.3.2. Criteria

Evaluation is carried out based on four criteria namely management, technical, experience and innovation.

1. Management strength and Objectives of the company – Following criteria will be evaluated under this section.

Providing wide range of technologies for long term by well-established organization in terms of ownership structure, organizational structure, internal control systems, vision and mission of the organization.

2. Technical Capabilities & Expertise – Providing wide range of technologies increasing the employee strength in terms of numbers, qualification and experience, enhancing their competencies by training them on different technologies.
Strength in measuring facilities, testing equipment, etc. in connection to implementing activities related to the focused aspect in energy management with high professionalism.
3. Past Experiences on Energy Services – Identification of energy saving potentials and improvements through a systematic evaluation process and then; Implementing and continuous maintenance of energy saving projects, Serve different sectors and create awareness on energy conservation and efficiency by conducting awareness / training programs etc.
4. Innovativeness of the company – Innovativeness in terms of holding certification and quality systems, patents, technology tie-ups & R&D facilities etc.

2.3.3. Score Allocation

In Management strength and Objectives of the company criteria, scores amounting to 75 each has been assigned as follows;

- | | |
|--|------|
| 1. Constitution, ownership structure, parentage, Quality of organizational structure, Internal control and systems | - 50 |
| 2. Vision and mission of the organization | - 25 |

In Technical Capabilities & Expertise criteria, scores amounting to 150 each has been assigned as follows;

- | | |
|--|-------|
| 1. Employee strength in terms of numbers, qualification and experience | - 125 |
| 2. Instrument ownership | - 25 |

In view of high importance of past services created to the nation, scores amounting to 675 has been assigned as follows;

- | | |
|--|-------|
| 1. No. of energy efficiency projects implemented and energy saving achieved by implementing Projects (10) /No. of energy diversify strategies (ex. Fuel switching, net metering, etc.) Implemented
and No. of efficient equipment/all process improvement systems supplied, installed | - 500 |
| 2. Ratio of saving vs. investment | -75 |
| 3. Continuous maintenance of the implemented projects | - 50 |
| 4. No. of different sectors served (5) | - 25 |
| 5. Quality & Quantity of Awareness/Training Programs Carried out
(At least 1day training programs to train altogether 200 or more trainees will receive full marks) | - 25 |

In Innovativeness of the company criteria, scores amounting to 100 each has been assigned as follows;

- | | |
|--|-----|
| 1. Certification and Quality Systems | -50 |
| 2. Patents held by the Company | -25 |
| 3. Technology tie-ups & R&D Facilities | -25 |

2.4. Application Form

Application forms (see Chapter 3 for Energy efficiency improvement companies, Chapter 4 for Energy auditing services companies and Chapter 5 for Technology providers) have been designed by taking the evaluation criteria described above as the basis and with the objective of obtaining sufficient information of applicants on their energy efficiency services and programs enabling the Board of Examiners to conduct a rigorous evaluation.

Chapter

3

3. APPLICATION FORM- ENERGY EFFICIENCY IMPROVEMENT COMPANIES

Best Energy Services Company (ESCO) Award

Award for excellence in promoting conservation of energy

Instructions for the applicant

- Please fill in the blanks where applicable
- Please attach the relevant support documents
- Please strike-off inappropriate word/s where applicable

1. Details of Organization

Official Name of the Organization
(in English)

(in Sinhala)

(in Tamil)

Address:

Incorporation of the Organization

☐

By Act of Parliament

☐

By Companies Act 17 of 1982

☐

Other (Please specify)

Employer EPF No. Business Registration No. (if applicable)

Year of Commencement:

Vision of the

Organization

.....

Mission of the Organization

.....

Internal Control and Systems practice within the Organization to deliver quality service

.....

2. Highest-Ranking Official

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

Telephone Number:

Fax Number:

E-mail:

3. Contact Point

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

Telephone Number:

Fax Number:

E-mail:

4. Alternate Contact Point

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

Telephone Number:

Fax Number:

E-mail:

5. Details of Personal**Details of Permanent Employees**

Qualifications	Name of Personnel	Experience in Energy Sector (Years)
Post-graduate Level
Graduate Level
Diploma Level
Other

Details of Contract / Part-time Employees

Qualifications	Name of Personnel	Experience in Energy Management (Years)
Post-graduate Level
Graduate Level
Diploma Level
Other

(Please attach Organization structure, CVs of Professional Grade Staff, Copies of Certificates with EPF Nos. if applicable)

Does your company have employee development policy?

☐ Yes

☐ No

If yes please attach the copy of employee development policy.

6. Details of Instrument Ownership

Please provide the details of the energy measuring equipment own by the organization.

Instrument	Measuring Parameters	Year of Manufactured

7. Details of Preliminary Energy Conservation Studies (Including Walk Through Audits)

No. of preliminary energy conservation studies carried out between 1st January 2019 and 31st December 2024.

System	Sector	No. of Studies
Electrical		
Thermal		
Electrical & Thermal		

Place	Contact Details of the Client	Date
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.....

8. Details of comprehensive (investment grade) Energy Audits

Provide the information on comprehensive (investment grade) energy audits carried out from 1st January 2019 and 31st December 2024. Please attach the executive summary of audit reports.

System	Sector	No. of Audits
Electrical		
Thermal		
Electrical & Thermal		

Category	Project	Client	Annual Energy Saving Potential											
			Thermal						Electrical				Monetary	
			Fuel oil (l)	%	Diesel (l)	%	Firewood m ³ / yards	%	kWh	%	kVA	%	Rs.	%
Building Sector														
Hotel Sector														
Tea Factory														
Garment Sector														
Beverages														
Water Sector														
Health Sector														

9. Details of Energy Efficiency Project implementation

Provide the details of energy efficiency projects implemented as per recommendations of energy audits from 1st January 2019 and 31st December 2024.

Please attach the supportive documents such as audit report, client certificates.

Category	Project	Client	Total Investment	Annual Energy Saving Achieved											
				Thermal						Electrical				Monetary	
				Fuel Oil (l)	%	Diesel (l)	%	Firewood m ³ / yards	%	kWh	%	kVA	%	Rs.	%
Building Sector															
Hotel Sector															
Tea Factory															
Garment Sector															
Beverages															
Water Sector															
Health Sector															

10. Details of Awareness & Training programs on Energy Management

Provide the information on energy management capacity building/ training/ awareness programs conducted from 1st January 2019 and 31st December 2024. Please attach the supportive documents.

Subject	Target Sector	Program Dates and Duration	Level of Audience *	No. of Participants

**Managers, Engineers, Office Staff, Technicians ...etc.*

11. Contribution towards Energy Saving

The approximate annual contribution towards national level energy saving through the activities carried out by your organization during from 1st January 2019 and 31st December 2024.

Electrical Energy kWh

kVA

Thermal Energy liters of fuel oil

12. Any other relevant information

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.....

.....

13. Declaration

I declare that the information provided herein are true and correct to the best of my knowledge and understanding. I understand and accept that any false declaration of information on my part will disqualify me from the program, even when it is in progress.

.....
Date.....
Signature of Highest-Ranking Official

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Name:

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

Submission: Completed Application forms together with relevant supportive documents must be post marked or hand delivered no later than **27th June 2025** to SLSEA.

Chapter

4

4. APPLICATION FORM -ENERGY AUDIT SERVICES

Best Energy Services Company (ESCO) Award

Award for excellence in promoting conservation of energy

Instructions for the applicant

- Please fill in the blanks where applicable
- Please attach the relevant support documents
- Please strike-off inappropriate word/s where applicable

1. Details of Organization

Official Name of the Organization

(in English)

(in Sinhala)

(in Tamil)

Address:

.....

Incorporation of the Organization

☐

By Act of Parliament

☐

By Companies Act 17 of 1982

☐

Other (Please specify)

Employer EPF No. Business Registration No. (if applicable)

Year of Commencement:

Vision of the

Organization

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Mission of the Organization

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Internal Control and systems practice within the organization to deliver quality service

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2. Highest-Ranking Official

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

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Telephone Number:

Fax Number:

E-mail:

3. Contact Point

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

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.....

Telephone Number:

Fax Number:

E-mail:

4. Alternate Contact Point

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

5. Details of PersonalDetails of Permanent Employees

Qualifications	Name of Personnel	Experience in Energy Sector (Years)
Post-graduate Level
Graduate Level
Diploma Level
Other

Details of Contract / Part-time Employees

Qualifications	Name of Personnel	Experience in Energy Management (Years)
Post-graduate Level
Graduate Level
Diploma Level
Other

(Please attach Organization structure, CVs of professional grade staff, copies of certificates with EPF Nos. if applicable)

Does your company have employee development policy?

☐ Yes ☐ No

If yes please attach the copy of employee development policy.

6. Details of Instrument Ownership

Please provide the details of the energy measuring/auditing equipment owned by the organization.

Instrument	Measuring Parameters	Year of Manufactured

7. Details of Preliminary Energy Conservation Studies (Including Walk Through Audits)

No. of preliminary energy conservation studies carried out 1st January 2019 and 31st December 2024.

System	Sector	No. of Studies
Electrical		
Thermal		
Electrical & Thermal		

Place	Contact Details of the Client	Date
.....
.....
.....
.....
.....

8. Details of comprehensive (investment grade) Energy Audits

Provide the information on comprehensive (investment grade) energy audits carried out from 1st January 2019 and 31st December 2024. Please attach the relevant pages of audit reports.

System	Sector	No. of Audits
Electrical		
Thermal		
Electrical & Thermal		

Category	Project	Client	Annual Energy Saving Potential											
			Thermal						Electrical				Monetary	
			Fuel Oil (l)	%	Diesel (l)	%	Firewood m ³ / yards	%	kWh	%	kVA	%	Rs.	%
Building Sector														
Hotel Sector														
Tea Factory														
Garment Sector														
Beverages														
Water Sector														
Health Sector														

9. Details of Awareness & Training programs on Energy Management

Provide the information on energy management capacity building/ training/ awareness programs conducted from 1st January 2019 and 31st December 2024. Please attach the supportive documents.

Subject	Target Sector	Program dates and duration	Level of Audience *	No. of Participants

**Managers, Engineers, Office Staff, Technicians ...etc.*

10. Contribution towards Energy Saving

The approximate annual contribution towards national level energy saving through the activities carried out by your organization during from 1st January 2019 and 31st December 2024.

Electrical Energy kWh

kVA

Thermal Energy liters of fuel oil

11. Any other relevant information

.....

.....

.....

.....

.....

.....

12. Declaration

I declare that the information provided herein are true and correct to the best of my knowledge and understanding. I understand and accept that any false declaration of information on my part will disqualify me from the program, even when it is in progress.

.....
Date.....
Signature of Highest-Ranking Official

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Name:

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

Submission: Completed Application forms together with relevant supportive documents must be post marked or hand delivered no later than **27th June 2025** to SLSEA.

Chapter

5

5. APPLICATION FORM – TECHNOLOGY PROVIDERS

Best Energy Services Company (ESCO) Award

Award for excellence in promoting conservation of energy

Instructions for the applicant

- Please fill in the blanks where applicable
- Please attach the relevant support documents
- Please strike-off inappropriate word/s where applicable

1. Details of Organization

Official Name of the Organization

(in English)

(in Sinhala)

(in Tamil)

Address:

.....

Incorporation of the Organization

☐

By Act of Parliament

☐

By Companies Act 17 of 1982

☐

Other (Please specify)

Employer EPF No. Business Registration No. (if applicable)

Year of Commencement:

Vision of the

Organization

.....

Mission of the Organization

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Internal Control and systems practice within the organization to deliver quality service

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2. Highest-Ranking Official

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

3. Contact Point

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

4. Alternate Contact Point

Name:

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

5. Details of PersonalDetails of Permanent Employees

Qualifications	Name of Personnel	Experience in Energy Sector (Years)
Post-graduate Level
Graduate Level
Diploma Level
Other

Details of Contract / Part-time Employees

Qualifications	Name of Personnel	Experience in Energy Management (Years)
Post-graduate Level
Graduate Level
Diploma Level
Other

(Please attach Organization structure, CVs of professional grade staff, copies of certificates with EPF Nos. if applicable)

Does your company have employee development policy?

☐ Yes ☐ No

If yes please attach the copy of employee development policy.

6. Details of Instrument Ownership

Please provide the details of the energy measuring equipment own by the organization.

Instrument	Measuring Parameters	Year of Manufactured

7. Details of Technology Provided

Please provide details of different technologies provides such as Assessing, quantifying potential and conducting of financial analysis of energy diversify strategies (ex. Fuel switching, net metering, etc.), Supply, installation and maintenance of efficient equipment and all process improvement systems during 1st January 2019 and 31st December 2024. Please attach the supportive documents such as audit report, client certificates.

System	Sector	No. of Studies
Electrical		
Thermal		
Electrical & Thermal		

Project	Contact Details of the Client	Date
.....
.....
.....
.....
.....
.....

Category	Project	Client	Annual Energy Saving Achieved											
			Thermal						Electrical				Monetary	
			Fuel oil (l)	%	Diesel (l)	%	Firewood m ³ / yards	%	kWh	%	kVA	%	Rs.	%
Building Sector														
Hotel Sector														
Tea Factory														
Garment Sector														
Beverages														
Water Sector														
Health Sector														

8. Details of Awareness & Training Programs on Energy Management

Provide the information on energy management capacity building/ training/ awareness programs conducted 1st January 2019 and 31st December 2024. Please attach the supportive documents.

Subject	Target sector	Program Dates and Duration	Level of Audience *	No. of Participants

**Managers, Engineers, Office Staff, Technicians ...etc.*

9. Contribution towards Energy Saving

The approximate annual contribution towards national level energy saving through the activities carried out by your organization during from 1st January 2019 and 31st December 2024.

Electrical Energy kWh

kVA

Thermal Energy liters of fuel oil

10. Any other relevant information

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11. Declaration

I declare that the information provided herein are true and correct to the best of my knowledge and understanding. I understand and accept that any false declaration of information on my part will disqualify me from the program, even when it is in progress.

.....
Date.....
Signature of Highest-Ranking Official

☐ Mr. ☐ Mrs. ☐ Ms ☐ Dr

Name:

Title:

Address:

.....

.....

Telephone Number:

Fax Number:

E-mail:

Submission: Completed Application forms together with relevant supportive documents must be post marked or hand delivered no later than **27th June 2025** to SLSEA.

Annex**I****6. CLIENT CERTIFICATION**

Name of the Energy Services Company (ESCO):

Project Name:

Project Implementation Period:

Type of the Energy	Monthly average Energy usage prior the Project	Monthly average Energy usage after the Project	Average Annual saving due to the Project
Electricity (kWh)			
Electricity (kVA)			
Diesel (l)			
Petrol (l)			
Fuel Wood (kg)			
Furnace Oil (l)			
Other (Please Specify)			

Total Energy Saving: Rs..... Total Investment for the Project: Rs.....

Client Details and Declaration

Official Name of the Client:

Client Address:

.....

Telephone: Email:

I hereby certify that the above mentioned project has been carryout by the (Name of the Energy Services Company)
 at our premises and able to achieve the
 energy saving as specified above.

.....
Date.....
Name and Signature of Highest-Ranking Official

Submission: *Completed and signed client certifications must be post marked, hand delivered or emailed to the office of SLSEA by the client.*