# EDGE SPECIAL RULING REQUEST (SRR)

The *EDGE User Guides*, *Addenda*, the *Frequently Asked Questions*, and *Known Issues Page* available on the EDGE website serve as a starting point for questions related to the EDGE certification of projects. Further questions about EDGE project measures and certification can be directed to the respective EDGE Certification Provider selected for the project. In addition, the IFC EDGE team is available to help at [edge@ifc.org](mailto:edge@ifc.org).

When a project team has gone through the steps above and needs documentation of approval for an atypical approach to its project, it can use a Special Ruling Request as described below.

**What is a Special Ruling Request?**

A Special Ruling Request (SRR) is a mechanism for *project teams* to request a Special Ruling from the IFC on the eligibility of a *method or procedure* not outlined in the EDGE App to determine the compliance of a measure in a registered project. This is applicable for situations where project development teams may want to (1) use an alternative method to comply with the intent of an EDGE Measure, or (2) use innovative strategies not included in the available EDGE Measures to reduce resource consumption in Energy, Water or Materials. The SRR form formally documents for audit purposes that a project development team has received special permission from IFC’s EDGE team to use an out-of-the-norm procedure for claiming measure savings in the EDGE App. Actual compliance with the intent of the measure will still be subject to approval of the *auditor* and certification *provider*.

Note that this is a means of formal documentation for audit purposes only. For questions and discussions, refer to the first paragraph above.

**When can an SRR be submitted?**

The SRR can be submitted only after a project has been registered and before the project has been formally submitted for the relevant (Preliminary or Post-Construction) certification. An SRR will be issued within three (3) weeks from the date it is requested.

Submit SRR to IFC (cc. Certifier & Auditor)

Upload SRR to project online

Official EDGE Ruling Issued

*SRR process must be completed in this phase*

RoR may be filed

Submission

Registration

Project Timeline

**Applicability**

SRRs are tied to the project which they are issued under. An SRR response applicable to one project is not applicable to another. An SRR must be filed for a subproject even if the project uses the same methodology previously approved for another project.

**Conditions**

The SRR may be used for both (1) alternative methods to achieve compliance with measures listed in the EDGE App and (2) Innovative measures not listed in the EDGE App that a development team may be considering for reducing Energy, Water, or Materials resource consumption.

The following conditions apply:

1. An SRR must be specifically related to a measure being considered for a registered project and must contain sufficient information to be successfully verified and audited.
2. The SRR must be able to quantify and demonstrate the savings through calculations or modeling, and must include the reduction of:
   1. Energy – in kWh/m2/year
   2. Water – in m3/day
   3. Materials – in kgCO2/m2
3. Attachments may be included along with the SRR form if needed.
4. Additional time/cost due to additional reviews of SRR by the *auditor* and *certification provider* shall be coordinated by the *project team* with the *auditor* and/or *certification provider*.
5. Non-measure related questions cannot be submitted as SRRs. General inquiries about EDGE measures can be submitted to the *certification provider* or to edge@ifc.org.

**Documentation**

Once a formal response has been received for a measure and the project team wishes to claim compliance for it, the SRR form related to the measure and any accompanying documentation must be uploaded to the documentation location for that measure in the EDGE App.

For innovative measures that are not covered in the EDGE App, a measure that is the closest match to the intended measure in terms of impact should be selected to upload the SRR form and related documents. For example, an energy reduction measure not covered in the EDGE App may be documented under “EEM34 Other Energy Saving Measures”.

**Requirement:** If EEM34 is claimed, the measure must be implemented, after EEM01 to EEM32 and before *EEM33 Onsite Renewable Energy*.

EDGE  
SPECIAL RULING REQUEST  
*See following page for instructions*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROJECT | 1. Name | Click here to enter text. | | |
| 2. File No. | Click here to enter text. | | |
| 3. Address | Click here to enter text. | | |
| 4. EDGE Version | Click here to enter text. | | |
| CONTACT | 5. Owner/ Admin | Click here to enter text. | | |
| 6. Email Address | Click here to enter text. | | |
| 7. Auditor | Click here to enter text. | | |
|  | 8. Certifier | Click here to enter text. | | |
| MEASURE | 9. Measure name | | Click here to enter text. | |
| REQUEST | 10. Request for Ruling  <Insert Request> | | | |
| *11. Submitted by:* Click here to enter text. | | | *12. Date:* Enter date. |
| Savings | 13. Calculated Savings:   |  |  |  | | --- | --- | --- | | **Category** | **End Use** | **Savings** | | ENERGY (kWh/m2/year) | Enter Energy Use. | Enter Energy Savings. | | WATER (m3/day) | Water End Use. | Enter Water Savings. | | MATERIAL (kgCO2/m2) | Enter Materials End Use. | Enter Materials Savings. | | | | |
| RULING | 14. Official EDGE Ruling SRR No. Enter No.  <For IFC Use Only>  Click here to enter text. | | | |
|  | | | *15. Date:* Enter Date. |
| CLARIFICATION | 16. Additional request for clarification  Click here to enter text. | | | |
| *17. Submitted by:* Click here to enter text | | | *18. Date:* Enter Date. |
| RESPONSE | 19. Official EDGE Response  <For IFC Use Only>  Click here to enter text. | | | |
|  | | | *20. Date:* Enter Date. |

INSTRUCTIONS FOR FILLING OUT FORM

1. Name

Name of project as entered in the EDGE App

1. File No.

File number issued to the project by the EDGE App

1. Address

Project address as entered in the EDGE App, including City and Country

1. EDGE Version

Version of the EDGE App under which the project is filed

1. Owner/Admin

The project Owner or Administrator responsible for the EDGE project certification

1. Email Address

Best email address to reach the person above

1. Auditor

The auditor for the project

1. Certifier

The certification provider for the EDGE project

1. Measure Name

Alphanumeric ID of the measure number from the EDGE App, along with the name, e.g. ‘OFE04: External Shading Devices’

1. Request for Ruling

Describe in plain English the alternate approach to claim measure credit with sufficient details and proof so that the EDGE team can investigate the validity of the approach. E.g. Can we use the alternate software program ‘Shade’ to calculate the Annual Average Shading Factor (AASF)? The software is provided by ‘Software Inc.’ and has been validated by ‘ASHRAE BESTEST method’.

(There is no word limit)

1. Submitted by

Name of person submitting the request

1. Date

Date request sent to IFC

1. Calculated Savings

Enter the calculated savings per documentation attached with the SRR

1. Official EDGE Ruling

Do not fill. This field will be used by IFC to provide a response on the ruling

1. Date

Date response sent by IFC back to the project team

1. Additional request for clarification

This field may be used if the ruling is not clear, or if any appealing to the ruling is requested

1. Submitted by

Name of person submitting further clarification request

1. Date

Date request sent to IFC for further clarification

1. Official EDGE Response

Do not fill. This field will be used by IFC to provide a response on the ruling

1. Date

Date for further clarification response sent by IFC back to the project team