



BUILDING RENEWAL GUIDELINE – RESIDENTIAL

Version 1.0

January 2021

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1.0 About GreenRE

GreenRE Sdn. Bhd. is a wholly owned subsidiary of the Real Estate and Housing Development Association (REHDA). The GreenRE Renewal tool has been developed for the purposes as mentioned herein and may be subject to updating and/or modification in the future.

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2.0 Introduction

The GreenRE assessment scheme was established in 2013 and is a recognized green building rating system tailored for the tropical climate. GreenRE sets parameters and establishes indicators to guide the operation of buildings towards increased energy effectiveness and enhanced continuous environmental performance.

The intent of this Renewal Building Guideline (referred to as “this Guideline”) is to establish environmentally friendly practices for Operations and Maintenance under which building owners and managers can regularly verify their facilities high-performing operations.

This guideline is not intended to abridge safety, health, environmental or related requirements contained in other applicable laws, codes or policies administered by relevant authorities. Where there is a conflict between a requirement of this Guideline and such other regulations affecting the design, construction and operation of the project, the building regulations shall take precedence.

3.0 Revision Log

Revision	Description	Date Effective
1.0	Issued for Implementation	January 2021

4.0 Renewal of GreenRE Residential Certified Buildings

Upon successful award of final certificate, renewal assessment will be conducted every 3 years to ascertain continuing compliance to GreenRE requirement. Renewal of GreenRE Buildings is a process for qualified GreenRE-certified buildings to be recognised for sustained performance in the area of energy efficiency, water efficiency, operations and management, and indoor environment quality. By satisfying a checklist of performance metrics, such buildings can be renewed to its most recent GreenRE scheme and rating.

This is the first step towards the long-term goal of more fully supporting ongoing performance verification by providing the following:

- A streamlined certification program with simplified submittals for selected rating tools (*ref item 4.1.3*)
- Standardized processes for submittals, certification, and renewal
- A clear and structured renewal process

4.1 Eligibility

4.1.1 The building has not undertaken major refurbishment / renovation that is not in accordance with GreenRE criteria since its last GreenRE assessment

4.1.2 It intends to retain the same GreenRE scheme/version and rating

4.1.3 It was certified with the following rating tools:

- a. GreenRE for Residential Building & Landed Home

4.2 Assessment Process

GreenRE Renewal process provides a framework of requirements enabling GreenRE certified buildings to:

- 4.2.1 Use data to better understand and make decisions concerning energy and water use
- 4.2.2 Develop a policy for more efficient use of resources
- 4.2.3 Set targets and objectives to meet the policy
- 4.2.4 Monitor and measure the results
- 4.2.5 Review the effectiveness of the policy
- 4.2.6 Account for its waste footprint and recycling
- 4.2.7 Continually meet residents' satisfaction

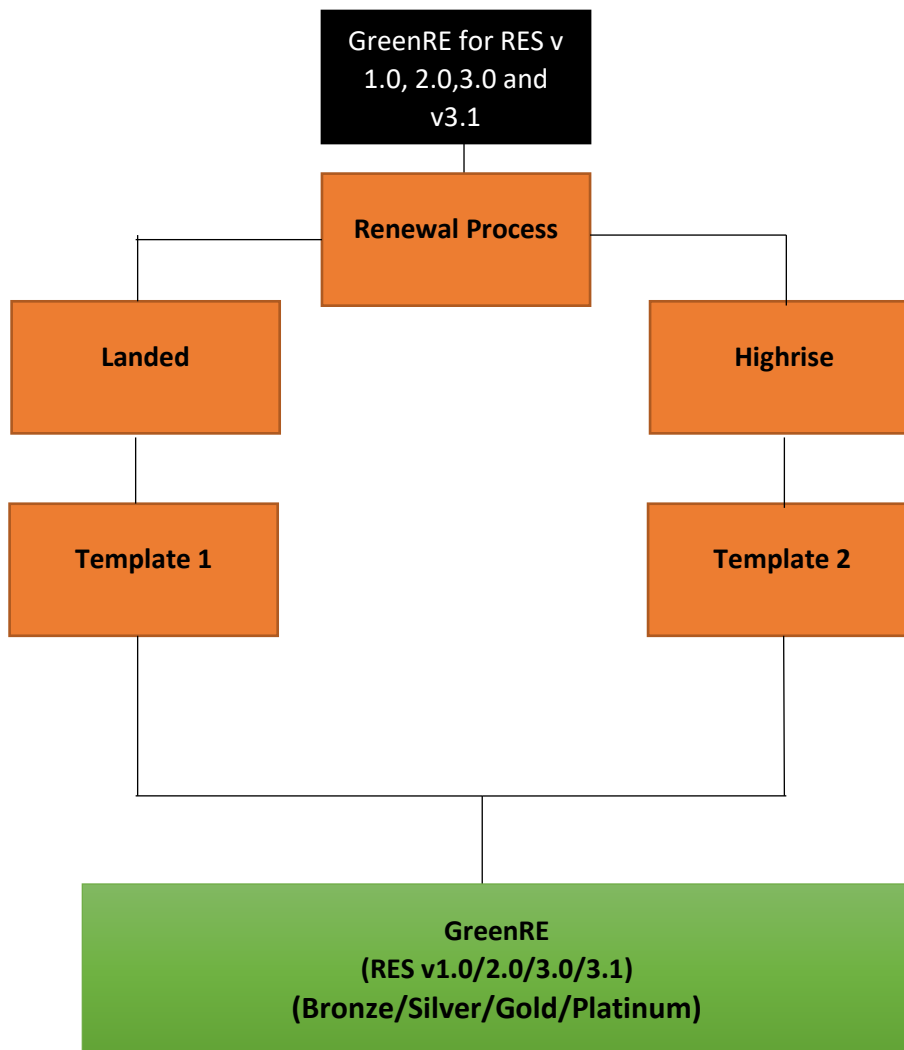
While it resembles some aspects of a management system, it should not be seen as a substitute or equivalence of the latter.

5.0 GreenRE Renewal Flow Chart

5.1 Renewal of green building certification is applicable for a building that:

5.1.1 Retain same GreenRE tool and rating

5.1.2 The building has not undertaken major refurbishment / renovation that is not in accordance with GreenRE criteria since its last GreenRE assessment



5.2 Renewal Process

Application



Documentation Review

Document required:

1. Cooling system for common area specification
2. Electricity & Water Bills (3 years)
3. Energy & Water Efficiency Improvement Plan
4. Environmental & Recycling Policy
5. Resident Satisfaction Survey
6. Site greenery report
7. Building User Guide
8. Green Features



Site Inspection



Certificate Issuance

Referring to the diagram, building performance metrics and policy statements are submitted to facilitate data entry and document attachment:

- 5.2.1 Building information such as GreenRE application details, GFA and etc.
- 5.2.2 Three (3) years energy and water use consumption record for common area only
- 5.2.3 Energy and water improvement plan
- 5.2.4 Environmental, waste management and recycling policy
- 5.2.5 Resident satisfaction survey
- 5.2.6 Photographic evidence of site greenery (optional)
- 5.2.7 Photographic evidence of green features (optional)
- 5.2.8 Building User Guide
- 5.2.9 Sustainable Operation and Management Guideline

This will be followed by an on-site verification of the original green features claimed during the 1st certification process.

Attention will also be paid to symptoms of indoor environmental quality issues such as moisture and condensation, thermal comfort, indoor pollutant control at the common area.

The assessment will be based on the checklist as described above.

6.0 Renewal Certification Award

Successful applicant will be awarded the GreenRE certificate with its previous GreenRE scheme and rating. Renewal will be written in the certificate for public acknowledge that the building is continued to ascertain performance and commitment to green requirement.

7.0 Document Checklist

Part 1 Energy Efficiency

- Submit past 3 years building electricity bill (*Provide reasons if deviation is more than 5% over the past the 3 years*)
- Submit details of any changes to installed active equipment

Part 2 Water Efficiency

- Submit past 3 years building water bill (*to provide reasons if deviation is more than 5% over the past the 3 years*)
- Submit updated water efficiency improvement plans
- Submit details of any changes to installed water fittings
- Tracking record of sub-meter for rainwater harvesting

Part 3 Environmental Protection

- Submit waste recycling reports
- Submit post occupancy surveys (including a summary of the survey results and the corrective actions taken)
- Submit latest environmental policy (if applicable)
- Submit latest green procurement policy (if applicable)
- Submit Operation Management Guideline
- Submit photographic evidence of site greenery
- Green Building User Guide
- Sustainable Operation Management Guide
- Submit photographic evidence of green features

Project Scorecard

- To submit updated info in renewal submission template and scorecard

In addition to the documents, GreenRE assessor will also be doing site walk/inspection for the building.