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**W O R K P A P E R   S U B M I S S I O N**  
**C O V E R   S H E E T**

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**PURPOSE:** The information in this coversheet will be used by the Deemed Review Team to identify incoming workpapers using consistent information applicable to track key information needed for the workpaper review.

**INSTRUCTION:** This cover sheet should be completed by Program Administrators upon submitting a workpaper. Additional instructions are provided below.

**Program Administrator (PA) Information**

Parameter	Description	PA Entry
PA	Please check one.	<input type="checkbox"/> SCE <input type="checkbox"/> SCG <input checked="" type="checkbox"/> PG&E <input type="checkbox"/> SDG&E
PA Lead based on Use Category	Please check one.	<input type="checkbox"/> SCE <input type="checkbox"/> SCG <input checked="" type="checkbox"/> PG&E <input type="checkbox"/> SDG&E
Contact info	Please provide the name and email address of submitter.	Tai Voong(PG&E) TXV0@PGE.COM

**Workpaper Information**

Parameter	Description	PA Entry
Date of Workpaper Submission	This entry should be date of upload to WPA (MM/DD/YYYY). Actual submission date will be noted as the subsequent first or third Monday of the month.	05/28/2021
Workpaper Title	This entry should match the title on the workpaper.	Duct Optimization, DMO
Source Description	This entry should match the source description for the workpaper. (e.g., SWHC099-01)	SWSV013-02

Parameter	Description	PA Entry
<b>Workpaper Phase</b>	Please provide the phase and year for the workpaper. (e.g., 2020 P2 Workpaper Revision)	Effective Year: 1/1/2022  <input checked="" type="checkbox"/> Phase 1 <input type="checkbox"/> Phase 2  <input type="checkbox"/> New workpaper (new product or technology, new delivery type)  <input checked="" type="checkbox"/> Workpaper revision (new tiers, new costs, change in measure parameters such as EUL or NTG, measures added to workpaper)  <input type="checkbox"/> Workpaper adoption (IOU adoption with new Implementations, no change to Measures, Cost and EE Impacts)  Notes: Updated NTG values per CPUC Resolution E-5082 for 2022 workpaper. No other changes.
<b>Rationale for Workpaper Revision</b>	Please check all boxes that apply and include a brief description explaining why the workpaper is being revised.	<input type="checkbox"/> Not a revision but a new WP <input type="checkbox"/> Code <input type="checkbox"/> DEER <input type="checkbox"/> Disposition <input checked="" type="checkbox"/> CPUC Resolution <input type="checkbox"/> Baseline Update <input type="checkbox"/> Cost Update <input type="checkbox"/> Industry Standard Practice Study <input type="checkbox"/> Other: _____ <input type="checkbox"/> WP Resubmission of Existing Revision (minor edits/corrections/new implementations)  Notes:

Parameter	Description	PA Entry
<b>Measure Impact Type</b> <b>(DEER / CEDARS)</b>	Please check boxes that apply and include a brief description explaining measures types if using Custom.	<input type="checkbox"/> Cust-FuelSub <input type="checkbox"/> Cust-Gen <input type="checkbox"/> Cust-NMEC <input type="checkbox"/> Cust-RCT <input type="checkbox"/> Cust-SEM <input type="checkbox"/> Deemed-DEER <input checked="" type="checkbox"/> Deemed-WP <input type="checkbox"/> Deemed-DEER-FuelSub <input type="checkbox"/> Deemed-WP-FuelSub Notes:
<b>Effective Date</b>	Please provide the <u>proposed</u> earliest date of any claims to be made against this workpaper if it is approved. If this is a Phase 2 workpaper, please account for the submittal date as the first or third Monday of the month. Please add 90 days, where applicable. <sup>1</sup>	Start Date: 1/1/2022 Notes:
<b>Total expected statewide net lifetime savings from workpaper measures in the year indicated.</b>	This value is expressed in kWh and therms for electric and gas, respectively.	Year: Electric: (kWh) Gas: (therms) Check which PAs are included in this estimate of savings: <input type="checkbox"/> SCE <input type="checkbox"/> PG&E <input type="checkbox"/> SCG <input type="checkbox"/> SDG&E Notes: <b>New workpaper. No data.</b>

<sup>1</sup> 90-day does not apply to new workpapers or new measures added to workpapers.

Parameter	Description	PA Entry
<p><b>Change in net lifetime portfolio savings due to workpaper revision in the year indicated.</b></p>	<p>This value is expressed in kWh or therms for electric and gas, respectively. Note a + indicates portfolio savings are expected to increase and a – indicates portfolio savings are expected to decrease.</p>	<p>Year:</p> <p>Gas: +/- (therms)</p> <p>Electric: +/- (kWh)</p> <p>Describe the sources of the change:  <b>New workpaper. No data.</b></p>
<p><b>Stakeholder Communications</b></p>	<p>Describe which stakeholders were notified and what was the outcome of the correspondence. For some workpapers this may not be applicable. Please include additional sheets if necessary.</p> <p>(E.g., Manufacturer for SCT submitted comments on workpaper, see attached)</p>	<p><input checked="" type="checkbox"/> 3P Implementer</p> <p><input type="checkbox"/> Distributor(s)</p> <p><input type="checkbox"/> Manufacture(s)</p> <p><input checked="" type="checkbox"/> IOU Internal Stakeholders (Policy/Program Operations/Senior Leadership/Business Operation)</p> <p><input checked="" type="checkbox"/> External Stakeholders (consultants, engineering SME, etc.)</p> <p>Notes:           <b>This workpaper was requested by programs &amp; 3P implementer.</b></p>

Parameter	Description	PA Entry
<p><b>CalTF Development</b></p>	<p>During development of this workpaper were there any specific flagged issues from CalTF pertaining to technical methodology or approach?</p>	<p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If Yes, then select issues types:</p> <p><input type="checkbox"/> Savings model approach and or assumptions require updating (baseline, ISP, non-DEER building prototypes, data files, extrapolation, weather data, etc.)</p> <p><input type="checkbox"/> Measured savings calculations approach and or assumptions require updating (M&amp;V plan, NMEC, Non-Routine Events (NRE), independent 3P validation)</p> <p><input type="checkbox"/> Sample size may not representative of all climate zones, building types, HVAC, etc.</p> <p><input type="checkbox"/> Issue with Savings Calculations (Interactive Effects, HOU, Code, Baseline, ISP, proprietary NDA, etc.)</p> <p>Notes:            <b>EAD Table review.</b></p>

Parameter	Description	PA Entry
<b>Potential Market Impacts or Controversies</b>	Describe any responses to the stakeholder communications and any other sources of stakeholder or PA implementation concern with this workpaper revision regarding negative market impacts or controversies.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, then please check appropriate boxes: <input type="checkbox"/> 3 Party Direct Install (DI) inventory <input type="checkbox"/> Existing contractual commitments <input type="checkbox"/> Lead time procurement issues <input type="checkbox"/> Market Disruption (ramp down/re-start) <input type="checkbox"/> Delivery channel changes (UpDeemed/DnDeemed/DnDeemDI) <input type="checkbox"/> PA Program ramp down (no longer cost effective) <input type="checkbox"/> Other (please detail) Notes:
<b>Associated Dispositions</b>	Is there a disposition associated with this workpaper? If yes, please include the file name. (e.g., SWFS007-02_HotHoldCab_02_19_2020.pdf)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Notes: CPUC Comment_Duct Optimization_SWSV013-01_02-04-2021
<b>Additional Notes</b>		

### Cover Sheet Revision History

Revision Number	Revision Date	Implementation Start Date	Author	Summary of Changes
0	3/15/2019	3/18/2019	Kerri-Ann Richard, Deemed Review Team	Original Cover Sheet
1	4/17/2019	4/22/2019	Kerri-Ann Richard, Deemed Review Team	Addition of Consult with Stakeholders entry
2	05/18/2020	05/18/2020	Kerri-Ann Richard, Deemed Review Team	Updated All Entries