



Public Sector Decarbonisation Scheme Guidance: Photographic evidence

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Introduction

Photographic evidence is essential to evidence completion before your project can be closed.

Please note: Separate guidance on the completions processes and other completion documents required is available on the '[Completing your project](#)' page on our website.

Why do we require photographic evidence?

Photographic evidence provides us assurance that all measures are installed, and your project has completed in line with the scope detailed in your final application form.

This evidence is required for project closure. Where photos cannot be provided, grant funding may be withheld or reclaimed.

What do we expect your photos to include?

You should provide photographic evidence of installation and completion of all measures. This should include clearly labelled photographs of the installed kit and show the location where the measures are installed.

We require evidence of the heat decarbonisation measures installed and any technologies that represent significant grant spend. In this context, 'significant spend' is considered to be >10% of the grant value or £250k, whichever is smaller.

We may accept a sample of photos where the technology is difficult to photograph (e.g. LED lighting). We need to be able to verify the make and model from the photographs, for example with visibility of the serial number and brand name.

The photographs should provide a feel for the technology location, showing how many have been installed and where specifically on site. For example, a clear picture of solar panels on a roof or heat pumps in a plant room.

What if I cannot provide photographs of all measures?

If there are cases where photographic evidence cannot be provided for a specific measure, please reach out to your relationship manager for guidance.