

Additional Guidance on Oversight in BEETS

With the BPA Energy Efficiency Tracking System (BEETS) now online, the EE team would like to take the opportunity to provide some additional guidance on how oversight is conducted in the new system. As many customers are aware, oversight is the review process that BPA performs on a sample set of applications and projects to verify that measures were ordered, purchased and installed in compliance with BPA’s statutory and financial obligations. Some commonly asked questions are addressed below.

What’s changing (and what’s staying the same)?

While oversight documentation requirements stay the same, the process and submittal method has changed with BEETS:

	IS2.0 (Previous)	BEETS (Current)
Reference for Oversight Documentation Requirements	Customer references the Implementation Manual.	Customer references the Implementation Manual (no change).
Oversight Selection	Oversight selection is based on contents of a single invoice package.	Individual applications (i.e., measures or projects) will be selected for oversight
Notifications of Oversight Selection	Customer receives a single email notification of oversight selection from COTR.	Customer receives an automated email notification from BEETS for each application selected for oversight.
Oversight Documentation Submittal	Customer submits documentation via physical mail or Dropbox within 14 business days (C2 Program) or 10 business days (UES and Nonresidential Lighting Programs) of receipt of notification.	Customer uploads documentation directly into BEETS within 14 business days (C2 Program) or 10 business days (UES and Nonresidential Lighting Programs) of receipt of notification.
Oversight Results	COTR emails customers with oversight results.	Oversight results are stored in the application page in BEETS for reference.

I received a notification that my application has been selected for oversight, what do I do?

If one or multiple applications have been selected for oversight, you will receive an email for each one selected. You will then log in to BEETS and search for the project number to open the application page. On the initial workflow screen of the application page, you will see an 'upload oversight documentation' task which you can click to see instructions on how to upload documents through the 'Document' tab. *Customers should NOT use the Bulk Uploader to submit oversight documentation as you will need to resubmit, and it will slow down the oversight process.* Detailed step-by-step instructions on how to upload oversight documentation is located in the oversight section of the [BEETS Navigation Guide](#).

I need assistance with oversight, who can help me?

Feel free to reach out to your EER or COTR with any further questions. The entire BPA EE team is here to support you through the process.