



## UNBUNDLING OF ELECTRIC VEHICLE CHARGING STATION (EVCS) CHARGING FEE

### ADVISORY

12 July 2023

The Department of Energy (DOE) has issued the Department Circular No. DC2023-05-0010 or the Guidelines on the Unbundling of Electric Vehicle Charging Station Charging Fee Pursuant to the Electric Vehicle Industry Development Act (EVIDA). Thus, we would like to inform all EVCS Providers – Operators to comply with the requirements provided in the said DC.

The DOE through the Energy Utilization Management Bureau (EUMB) is now accepting **APPLICATIONS for the unbundling of charging fee**. You may submit your applications through the official email of the Energy Utilization Management Bureau (EUMB) at [doe.eumb@gmail.com](mailto:doe.eumb@gmail.com) and cc: [doe.EVoffice@gmail.com](mailto:doe.EVoffice@gmail.com).

**Copy of the DC2023-05-0010 and its editable forms can be accessed through:**



For further inquiries, you may call the Dedicated Electric Vehicle Office of the EUMB through telephone number: (02) 8479-2900 loc. 406.

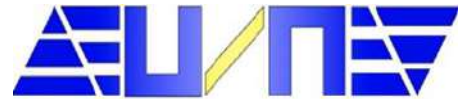
We look forward to your compliance.

Thank you.

Very truly yours,

  
**PATRICK T. AQUINO, CESO III**  
Director IV





## Frequently Asked Questions (FAQs) for Unbundling of Charging Fees

### 1. What is unbundling of charging fees?

This is the process of enumerating the breakdown of charging fees imposed to electric vehicle (EV) users in exchange for the use of the facility of electric vehicle charging stations (EVCS).

### 2. What is the purpose of the EVCS Unbundling of Charging Fees Guidelines?

The guidelines aim to establish the rules for the unbundling of Electric Vehicle Charging Station (EVCS) charging fees imposed and collected from EV users in exchange for the use of EVCS facilities by Accredited EVCS Provider – Operator.

### 3. What fees do I need to pay for my application for unbundling?

There are no application fees under the EUMB for unbundling.

### 4. How long do I have to wait for my charging fees to be approved?

EUMB reviews the notices for charging fees for the completeness of unbundled processes. Incomplete applications will be returned. All unbundled charging fees are forwarded to EUMB as notices of adjustment.

### 5. What are the types of charging stations mentioned in the guidelines?

The guidelines mention two types of charging stations: Commercial Use Charging Stations (CUCS) and Own-Use Charging Stations (OUCS). CUCS are open to the general public or a defined group of individuals and can impose and collect charging fees. OUCS are for the exclusive use by an individual or group and are not allowed to impose and collect charging fees.

### 6. What are the general requirements for unbundling?

EVCS Provider-Operators are permitted to impose and collect fees from EV users in exchange for the use of EVCS facilities, provided they comply with the minimum unbundling method and requirements specified in the guidelines.

### 7. How can I submit my EVCS unbundled charging fees?

You have to submit to DOE, through EUMB, the Annex B of the DC2023-05-0010 or the EVCS Unbundling of Charging Fees Guidelines through email at [doe.eumb@gmail.com](mailto:doe.eumb@gmail.com) cc: [doe.EVoffice@gmail.com](mailto:doe.EVoffice@gmail.com).

## **8. What methods can be used for charging fee imposition and collection?**

The charging fee imposition and collection can be in various methods, including but not limited to: Fixed fees, Variable/Consumption fees, Time-Based Fees, Service-based Fees, Cashless payment, and a mix of these and other methods.

## **9. What are the obligations of EVCS Providers – Operators?**

All EVCS Providers – Operators are required to comply with the following: Non-imposition and/or collection of fees without the approved unbundled charging fee, allowing the authorized representative from the EUMB full access to its facilities and other pertinent records for the purpose of verification of corresponding unbundled charging fees, and annually submitting Annex E of this Department Circular on or before February 28.

## **10. I have multiple charging points in a location with different fees, can I report the average charging fees?**

No, if you have multiple charging stations in a location with different fees, you are required to report the individual unbundled fees. According to the guidelines:

EVCS Provider – Operator shall submit to DOE, through EUMB, the Annex B of this Department Circular for the notice of the unbundled charging fee.

Application of unbundled charging fee of EVCS shall show the coverage on a per city/municipality basis. In cases where multiple cities/municipalities have common unbundling structures, a report covering region/s will be accepted by the EUMB.

Also, any adjustments and/or updating of charging fees should be notified to the DOE before the implementation day and prior to any public announcement thereof. The following documentary requirements shall be attached with the notice:

- Unbundled Structure Report Form (Annex B)
- Notice of Adjustments (Annex C)
- Explanation of the charging fee (Annex D)
- Other document/s supporting the justification for charging fee adjustments.
- All adjustments of charging fees shall be covered by a notice of adjustment.

## **11. What if I operate as both a distribution utility (DU) and an EVCS?**

The circular does not restrict DUs from engaging in EVCS operation as long as required unbundling requirements are complied with.

**12. What if I want to use a unique method for charging fee imposition and collection?**

The guidelines allow for various methods of charging fee imposition and collection, including but not limited to: Fixed fees, Variable/Consumption fees, Time-Based Fees, Service-based Fees, Cashless payment, and a mix of these and other methods.

**13. What if I want to operate a Battery Swapping Station?**

Battery Swapping Stations, which allow EV users to exchange a near-empty discharged battery with a fully charged battery, are considered Commercial Use Charging Stations for unbundling purposes under these guidelines. If you impose a charging fee at your Battery Swapping Station, you would need to comply with the unbundling guidelines.

**14. What if I want to implement a unique payment method, like a subscription service?**

The guidelines allow for various methods of charging fee imposition and collection, including but not limited to: Fixed fees (like a monthly or annual fee for the use of EVCS facilities), Variable/Consumption fees, Time-Based Fees, Service-based Fees, Cashless payment, and a mix of these and other methods. A subscription service could potentially fall under the category of Fixed fees, but it would be best to consult with the relevant authorities to ensure compliance.

**15. What if I want to operate an EVCS in multiple cities/municipalities with the same unbundling structure?**

If multiple cities/municipalities have common unbundling structures, a report covering region/s will be accepted by the EUMB. This could potentially streamline the reporting process for operators with multiple EVCS in different locations.

**16. I have a registered CUCS and I don't have plans on charging fees will I have to comply with the requirements?**

The EVCS provider-operator of the registered CUCS must comply with the unbundling requirements and indicate that no charging fees are collected. If ever the EVCS provider-operator begins charging fees, the EUMB must be properly notified based on the process indicated by DC2023-05-0010.