



## FUEL AND LIGHT (F&L) GUIDE X&Y Scheme

### Basic info

1. Army Utilities and Sustainable Development (AU&SD) at HQ LAND manages and controls the X&Y scheme. It is a Treasury-run, tri-service scheme. In Germany, the X&Y scheme is administered by the Fuel and Light Cell at UKSC(G).
2. The idea of the X&Y scheme is that occupants overseas should not be any better or worse off financially for fuel and light costs than their UK-based counterparts.
3. The financial year in X&Y terms runs from 1<sup>st</sup> October to 30<sup>th</sup> September. (Meter readings are taken at move in and accounts are balanced annually on 30<sup>th</sup> September and on the final hand over of SFA.)
4. The heating period under the X&Y scheme is calculated at 243 days (244 in a leap year), from 1<sup>st</sup> October to 31<sup>st</sup> May (the coldest months).

### What are the X and Y factors?

The X factor is:

- The payment made by the serving person
- An assumed value (in pounds sterling) of an occupant's expenditure on fuel and light in a year, had they still been in the UK
- Deducted at source from the serving person's pay, with the amount determined by rank for Officers and the type of SFA occupied for Other Ranks

The Y factor is:

- An assessment of an SFA's requirement for fuel and light within mainland Europe. It is based on size, location, SFA-type and fuel prices at the appropriate published rates.
- Applied to every property for:

- Heating
  - Domestic hot water (DHW)
  - Cooking
  - Lighting
- The amount of fuel and light occupants can use before incurring a debit. If occupants under-consume on their Y factor allowance, they will receive a credit when the account is balanced. If they consume more than their Y factor, a debit is incurred.

### UK Based Civilians (UKBCs)

Under their terms of service, UKBCs do not pay an X factor. However, they have a Y factor for the SFA they occupy (as detailed above), and if they consume more than this, a debit is incurred (which they must pay for).

(F&L costs for UKBC quarters are not passed onto serving personnel who do pay. UKBC costs are covered by the MoD.)

### X&Y - In Summary

So, the X factor is what the serving person pays, their contribution to their fuel and light costs. The Y factor is the amount of fuel and light occupants of SFA can use before incurring a debit. (Remember, if the occupants consume more than their Y factor, a debit is incurred; if they consume less, they receive a credit.)

In a nutshell, what we pay for bears no resemblance to what we actually use. Under the X&Y scheme, we make a contribution to the costs of our utilities consumption, and pay the difference if we go over the Y factor for our SFA. This is best highlighted in an example:

- (A) £360.59 - The cost of Sergeant A's fuel and light consumption
- (B) £318.63 - The value of Sergeant A's Y factor entitlement
- (C) £266.40 - The total of Sergeant A's X factor contributions

Sergeant A owes £41.96 - this is the consumption cost (A) minus his Y factor entitlement (B). (Note that the X factor doesn't come into this, and in fact what he paid (C) is less than the cost of what he's entitled to use (B)).

### Annual Balance

All X&Y accounts are balanced annually on 30<sup>th</sup> September. Garrisons and stations are responsible for ensuring that the meters for all SFA in the X&Y scheme are read for the Annual Balance. Garrisons do not have to use the same paperwork or system for organising meter readings, and so each Garrison/station may vary in the way things are done.

When X&Y accounts are balanced, the following action is taken:

- Credit balances that are less than 40% of the X factor contribution paid during the balance period will be produced and processed into JPA by the Fuel & Light Cell at UKSC(G)
- A manual voucher is raised for all debit balances and for credit balances of more than 40% of the 'X' Contribution paid during the balance period. These are produced by the Fuel & Light Cell at UKSC(G) and sent via Unit XY Sections to the Unit HR Administrator, for entry into JPA (once they have been signed by the occupant of the SFA).

As at March 2008, the XY Sections at Elmpt and Paderborn are using JPA to recover monies owed (i.e. if an occupant owes money after the account is balanced, it is taken directly from their pay, the occupant having signed an agreement for any debit/credit when their meter reading was taken).

Daily Rates for the X factor are held at the AFF Germany Branch Office. If you would like a copy of the information, or need help with an enquiry on fuel and light, please contact us at the office on 05221 995 3180.

## Shared Facilities

- A shared facility is where there is a communal system that provides the heating and sometimes the DHW (domestic hot water), for a group of SFA.
- There is no means of identifying individual consumption of Heating or DHW when on shared facilities, so for balancing purposes it is assumed that the occupant will always consume his/her exact Y assessment.
- The only means by which occupants can claim back unused consumption on shared facilities is by submitting 'Out of SFA' periods.
- 'Out of SFA' periods are when the occupants of SFA with shared facilities have temporarily vacated the SFA for at least 7 continuous days e.g. holidays, courses, detachments etc. 'Out of SFA' periods must be claimed in arrears and within one month from the date of re-occupation. Waiver forms for claiming periods of non-occupancy are available from the occupant's HCSO/XY clerk.

Pasted below is an extract from the Fuel and Light User Guide and BAOR Publication B93:

*'All British and Foreign Exchange Military personnel who occupy SFA with communal (shared) central heating and/or domestic hot water are entitled to a waiver of the shared facility charges when the SFA is completely unoccupied for a period of seven days or more. Claims for the waiver must be made within one month of the end of the period of non-occupation.'*