What is CASPER?
Centralised Analysis System for Performance of Energy and Resources. CASPER is a web tool that allows Government agencies to report against the Government Resource Efficiency Policy (GREP).

Why should my agency use CASPER for GREP reporting?
There are a number of reasons why your agency should use CASPER for GREP reporting:

- The CASPER tool is free-to-use
- All Government contract data for electricity, natural gas and LPG consumption is already uploaded into CASPER for owned and leased sites. Water data is also uploaded automatically for agencies that have given OEH permission to collect data on their behalf.
- Once you have uploaded the required off-contract resource consumption data and qualitative data for your statements of compliance, CASPER can automatically generate a GREP report for your agency.
- CASPER can also generate a number of reports that you can use to analyse your agency’s resource consumption and expenditure or for identifying sites for energy efficiency projects.

What data do I need to enter into CASPER?
Upload any off-contract expenditure and consumption data by the deadline, which is around 30 September each year. By ‘off-contract’ we mean any resources not purchased through a government contract, including off-contract electricity, natural gas, non-vehicle LPG and water. Waste generation data for your top three waste streams, information about energy efficiency projects and completed statements of compliance also need to be entered. You will also need to complete statements of compliance.

How do I access CASPER?

Enter the user ID and password provided by us. Your official email address is generally your user ID.
Who should I contact for a user ID and password?

Email government@environment.nsw.gov.au to request a user ID and password. Your email should include:

- your name
- agency
- official email address
- position
- phone number.

Can I have CASPER login details for more than one user within my agency?

Yes, you can request login details for multiple users. You will need to provide a name, email address, position and phone number for each user.

Can I include my personal email address and contact number?

Personal email addresses are acceptable for creating a user ID. However, we strongly encourage you to provide an official email address. A personal contact number is also fine.

I have login details but cannot access CASPER. What do I do?

Email us at government@environment.nsw.gov.au.

I have forgotten the password. How do I access CASPER?

You can recover your password using your email address within CASPER. If that doesn't work, email us at government@environment.nsw.gov.au.

Are there any costs involved with using CASPER?

No. Neither you nor your agency has to pay to use CASPER. CASPER is administered by OEH to help NSW Government agencies report against GREP.

I haven't used CASPER or similar online applications before. How can I learn to use CASPER?

Download the user guide from the ‘Support’ tab in CASPER. If you’re still having trouble, email us at government@environment.nsw.gov.au. We’ll get in touch and guide you through the process. We’ll also let you know about any scheduled CASPER training.

I'm leaving the agency – do I need to tell OEH?

Yes - please tell us about any change in your agency’s user accounts.
Can I give feedback on CASPER?
We welcome feedback on CASPER. Use the feedback form in the ‘Support’ tab to send us your comments and ideas.

Can I report against GREP without using CASPER?
Yes, you can report without using CASPER. We encourage agencies to use CASPER as there are a number of benefits as listed above.
We’ve developed a reporting template for agencies that don’t want to use CASPER.

Do I need CASPER login details if I am using the reporting template?
No, you don’t need CASPER login details if you want to report using the template. However OEH encourages agencies to request login details and get acquainted with CASPER for future use.