

## How to Comply with AB 802: Submit Annual Benchmarking Report to the California Energy Commission

1. Log in to [Portfolio Manager](#) if you are not already logged in.
2. Go to this website: [CEC Report Benchmarking Data Links](#)
3. Click to expand the year for which you are submitting data.
4. Click the first link “Use this link to report \_\_\_\_ energy use data.” This will start the reporting process in Portfolio Manager.
5. Fill out the form and submit! If you need assistance, you can follow this [step by step guide](#).