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R222 - SPECIFIC REQUIREMENTS:
EPA ENERGY STAR®
ACCREDITATION PROGRAM

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R222 – SPECIFIC REQUIREMENTS: EPA ENERGY STAR® ACCREDITATION PROGRAM

June 2011

This document describes the accreditation requirements applicable to laboratories performing U.S. Environmental Protection Agency (EPA) ENERGY STAR® product qualification and verification testing.

All new applicant laboratories wishing to gain accreditation to ISO/IEC 17025:2005 for the purposes of performing ENERGY STAR Product Qualification and/or Verification Testing will be required to complete the **F101** – *Application for Accreditation to ISO-IEC 17025 Laboratories* document and submit it to A2LA to become an applicant laboratory. In addition to compliance with the requirements of ISO/IEC 17025:2005 and the following additional A2LA requirements -

- **P101** - *Reference to A2LA Accredited Status – A2LA Advertising Policy,*
- **P102** - *A2LA Policy on Measurement Traceability,*
- **P103** - *Policy on Estimating Measurement Uncertainty for Testing Laboratories,*
- **R101** - *General Requirements: Accreditation of ISO/IEC 17025 Laboratories,*
- **R102** - *Conditions for Accreditation, and*
- **R103** - *General Requirements: Proficiency Testing for ISO/IEC 17025 Laboratories)*


- an assessment to the EPA ENERGY STAR Program Requirements will also determine compliance with the Specific Criteria of the program and competence in performing the specific test methods which the applicant laboratory wishes to be accredited for.

An A2LA-accredited testing laboratory may request an expansion to its scope of accreditation at any time via submission of a completed **F108** – *Request for Expansion of Scope of Accreditation - Testing* form to A2LA headquarters. Each request is handled on a case-by-case basis. A2LA may invoice the laboratory for the assessor’s review time at the prevailing assessor rate, if the paperwork review takes more than 2 hours, and an on-site assessment is determined to be unnecessary. Unless the previous assessor can verify the competence of the laboratory to perform the requested ENERGY STAR test(s), and its compliance with the additional requirements set forth by the EPA, based solely on documentation provided by the laboratory and results of the previous assessment, an on-site interim assessment will be required, and the laboratory will be invoiced by A2LA for this assessment. If the additional testing is supported by a new technology not previously assessed, another assessment is definitely required. Similarly, if a testing laboratory relocates, a follow-up assessment is normally warranted.

Participation in this program is voluntary for all A2LA-accredited laboratories. However, laboratories wishing to gain recognition from the EPA as a testing lab under the ENERGY STAR program must be accredited by an EPA-recognized Accreditation Body, such as A2LA.

GENERAL CRITERIA

The general criteria for accreditation are contained in ISO/IEC 17025:2005, “General requirements for accreditation of testing and calibration laboratories”, as referenced in Part A of the A2LA requirements document **R101** – *General Requirements: Accreditation of ISO/IEC 17025 Laboratories*.

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SPECIFIC CRITERIA

Specific criteria are generally an elaboration on, or interpretation of, the general criteria plus those requirements of accreditation applicable to a certain field of testing, testing technology, type of test, or specific test. The specific criteria for the EPA ENERGY STAR program are contained in the “*Conditions and Criteria for Recognition of Laboratories for the ENERGY STAR Program*” document adopted by the EPA. This document, in its current revision, can be found on the ENERGY STAR website (http://www.energystar.gov/ia/partners/downloads/mou/Criteria_Laboratories.pdf).

A synopsis of those additional items required by the EPA ENERGY STAR program, but which are not part of the standard ISO/IEC 17025:2005 accreditation process, are listed below:

- 1) Evidence that laboratory employees participate in and regularly pass ethics and compliance audits. (*General Requirement 1.f.v*)
- 2) A “Whistleblower Policy” for reporting, and responding to, attempts to exert undue influence on test results in the laboratory. This policy also must outline how the EPA will be notified of any such attempts. (*General Requirement 1.f.vi*)
- 3) Development and maintenance of separate laboratory procedures for each ENERGY STAR test method. These procedures shall detail how the testing will be conducted utilizing the laboratory’s facilities, fixtures, equipment, and personnel. (*General Requirement 2*)
- 4) Written authorization given to A2LA (via A2LA Form **F227 - A2LA EPA ENERGY STAR Laboratory Consent Agreement**, which can be located on the A2LA Website) to share copies of assessment documentation related to the ENERGY STAR tests, including deficiency reports and corrective actions with the EPA. (*Reporting Requirement 2*)

In addition to those requirements set forth in R101, A2LA has deemed the laboratory’s Quality Manager and Technical Manager(s) as “Essential Personnel” for the laboratory’s operations in accordance with the EPA’s requirement that changes to “Key Managerial Staff” be reported to the EPA.

Testing laboratories are required to appoint Deputies (where personnel are available) for the Quality Manager, as well as for any Technical Manager(s) associated with ENERGY STAR tests on the laboratory’s Scope of Accreditation, and are required to notify A2LA of any changes to the personnel named as Quality Manager and Technical Manager(s).


PROFICIENCY TESTING

Refer to the proficiency testing requirements in A2LA **R103 General Requirements: Proficiency Testing Requirements for ISO/IEC 17025 Laboratories**, section E, and A2LA **R103a – Annex: Proficiency Testing for ISO/IEC 17025 Laboratories**, section VI.

The EPA ENERGY STAR program has a requirement in place for all recognized testing laboratories to participate in relevant and available Interlaboratory Comparisons (ILCs), as identified by the EPA.

ASSESSMENT REPORTS

By virtue of participation in this program and completion of the attached **F227 - A2LA EPA ENERGY STAR Laboratory Consent Agreement** form, the applicant agrees that all assessment report(s), deficiency

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report(s) and draft Scope(s) of Accreditation completed during ENERGY STAR assessments MAY be forwarded by A2LA to the EPA upon the EPA’s request.

SCOPE OF ACCREDITATION

Laboratories wishing to be accredited to specific ENERGY STAR test methods will be required to demonstrate competence to both the published ENERGY STAR product testing method, as well as any directly related published test methods (i.e. for televisions, the laboratory must demonstrate competence at performing IEC 62301, as well as the specific procedure outlined in the [ENERGY STAR Program Requirements for Televisions](#) document which is available on the ENERGY STAR website).

Both the specific ENERGY STAR product test, as well as any associated test methods, shall be listed on the laboratory’s scope of accreditation for clear identification by the EPA.

Document Revision History

Date	Description
August 10, 2010	Document initially issued.
March 14, 2011	Removal of test report format requirement
June 10, 2011	Addition of requirement to define Quality and Technical Managers as “Essential Personnel” to laboratory operations, addition of requirement to assign deputies to the QM and TM positions, and addition of requirement to notify A2LA of any changes to the personnel assigned as QM/TM (see final two paragraphs in “Specific Criteria” section).