

Guideline on Transfer of Models Registered under the Voluntary Energy Efficiency Labelling Scheme

I. Introduction

- Under the Energy Efficiency (Labelling of Products) Ordinance, Chapter 598, (hereafter ‘the Ordinance’), an importer or a local manufacturer shall not supply a prescribed product unless, among other things, it is a listed model with a reference number that is assigned in the name of him and is included in the record.
- After publication of the Ordinance in the Gazette, there is a transitional period of 18 months. If a product model, which has already been registered under the voluntary energy efficiency labelling scheme (EELS), will continue to be supplied after the transitional period, relevant information shall be submitted by the registration holder to the Director of Electrical and Mechanical Services (the Director) for assignment of reference number in accordance with the Ordinance during the transitional period
- This guideline is issued for providing guidance for submitting the relevant information in respect of a product model already registered under the voluntary EELS to the Director for assignment of reference number.
- This guideline is applicable to all models of prescribed products which have been registered under the voluntary EELS and the registration is valid at the time being. For prescribed product models that are not registered under the voluntary EELS, the Guideline on Submission of Product Information should be followed.
- A registration holder under the voluntary EELS should be familiar with this guideline in order that proper information and documents are submitted without causing hiatus or delay in processing the submission, and must ensure compliance with all the requirements under the Ordinance.

II. Submission of Product Information

- In submitting relevant information for the product model registered under the voluntary EELS, the following Form 2 shall be used:

Form	Remark
Form 2 – Information Submission for Product Model Already Registered in Voluntary Energy Efficiency Labelling Scheme (EMSD/MEELS002)	Required for EACH product model.

- For ease of processing the submitted information, in completing Form 2, the technical details of the product model should be separately provided in the associated schedules (forming part of Form 2) according to its type as below:

- Product Technical Information Schedule 1:
Room Air Conditioner
- Product Technical Information Schedule 2:
Refrigerating Appliance

- Product Technical Information Schedule 3:
Compact Fluorescent Lamp

- In completing Form 2, reference should be made to the Code of Practice on Energy Labelling of Products, and the test report and documents previously submitted under the voluntary EELS.
- Completed Form 2, together with required documents as stated in the form, shall be submitted to the Director in accordance with the Ordinance.
- If the Director is satisfied that the relevant information in respect of a product model have been submitted as required, the Director is to assign a reference number to the model in the name of the person who made the submission, i.e. specified person, and issue a letter of notification informing him of that reference number.
- After a reference number has been assigned to the model, its record in the voluntary EELS will be deleted.

III. Guidance Note for Completing Form 2 – Information Submission for Product Model Already Registered in Voluntary Energy Efficiency Labelling Scheme (EMSD/MEELS002)

Note: Each page of Form 2 should be properly signed and endorsed with company chop.

Section A: Information of Person Submitting Relevant Information

The person shall be the same as the registration holder of the concerned product model under the voluntary EELS. The person should indicate whether the relevant information is submitted by either a company or an individual. In case of a company, the name of the company, its Business Registration Certificate (BRC) No. and its registered address should be provided. In case of an individual, the name of the individual, his/her Hong Kong Identify Card (H.K.I.D.) No. and his/her contact address should be provided. All the information should be completed in both English and Chinese, except for the registered address / contact address in Chinese which is optional. In both cases, the information of contact person, telephone no., fax number and E-mail address should be provided.

Section B: Basic Information of Product

The person should indicate the type of the product for the submission. The product brand, model name, place of manufacture and its registration number under the voluntary EELS should be provided.

Section C: Supporting Documents

This section is provided as a checklist for the person submitting the relevant information to ensure that proper documents are submitted in order not to cause any hiatus or delay in processing the submission.

- Together with Form 2, the Product Technical Information Schedule for the product should be

completed. The person should use one of the three schedules for the product.

- In case of compact fluorescent lamps, energy efficiency grading calculations should be submitted. The calculation should be carried out in accordance with the requirements as stipulated in the Code of Practice on Energy Labelling of Products. The type of test completed at the time of submission should be indicated.

Section D: Declaration

The person submitting the relevant information for the product should complete items 1, 2 and 3 of this section. For a company, item 4 applies and item 5 should be deleted. Attention is drawn that the address and telephone number of the company will be disclosed to the public upon public request. For an individual, item 5 applies and item 4 should be deleted. In item 5, the individual should indicate whether he/she agrees or disagrees that his/her address and/or telephone number and/or other contact be disclosed to the public upon public request. Upon agreement, he/she should indicate his/her address and/or telephone number and/or other contact which can be disclosed to the public upon public request.

1. Product Technical Information Schedule 1:

Room Air Conditioner

All information provided in this schedule should be consistent with those provided under the voluntary EELS.

Section A: Information on Energy Label

All the information provided in this section is to be displayed on the energy label of the product.

- A tick '✓' should be put on the appropriate box (1 to 5) of the energy efficiency grade in accordance with the energy efficiency grading calculation.
- The annual energy consumption for cooling in kWh should be calculated based on the measured test results in the test report and rounded to an integer.
- The cooling capacity in kW should be the measured test results in the test report and indicated to 2 decimal places.
- The refrigerant number of the refrigerant should be indicated (e.g. R-22).
- The brand, model name and information provider should be indicated. The information provider should be the person submitting relevant information. Attention is drawn that the number of characters are limited to a maximum of 24 and 18 characters for English and Chinese names respectively.

Section B: Other Details

- A tick '✓' should be put on the appropriate box (1 to 4) of the appliance category in accordance with the classification in the Code of Practice on Energy Labelling of Products.

- Both the rated values and measured values of the cooling capacity and power consumption of the product should be indicated.
- A tick '✓' should be put on the appropriate box (pass or fail) of the maximum cooling test on the product.
- A tick '✓' should be put on the appropriate box (constant output or variable output) of the type of compressor.
- A tick '✓' should be put on the appropriate box (single phase or three phase) of the type of power input.
- The brand and model of the compressor should be provided.
- If the room air conditioner has a variable output capacity, the method of obtaining fixed output during measurements in the test should be indicated.
- If the room air conditioner is of the reverse cycle type, the rated heating capacity and the rated power input should be provided in kW.
- The measured energy consumption index should be calculated based on the measured values of the products in accordance with the Code of Practice on Energy Labelling of Products and indicated to 1 decimal place.

2. Product Technical Information Schedule 2:

Refrigerating Appliance

All information provided in this schedule should be consistent with those provided under the voluntary EELS.

Section A: Information on Energy Label

All the information provided in this section is to be displayed on the energy label of the product.

- A tick '✓' should be put on the appropriate box (1 to 5) of the energy efficiency grade in accordance with the energy efficiency grading calculation.
- The annual energy consumption in kWh should be calculated based on the measured test results in the test report and rounded to an integer.
- The fresh food volume and the frozen food volume should be calculated based on the measured test results in the test report and each rounded to an integer.
- The brand, model name and information provider should be indicated. The information provider should be the person submitting relevant information. Attention is drawn that the number of characters are limited to a maximum of 24 and 18 characters for English and Chinese names respectively.

Section B: Other Details

- A tick '✓' should be put on the appropriate box (1 to 8) of the appliance category in accordance with the classification in the Code of Practice on Energy Labelling of Products.

- Both the rated value and measured value of the storage volume of each compartment of the product should be indicated.
- The measured value of the storage temperature of each compartment of the product should be indicated.
- Both the rated value and measured value of the energy consumption (kWh/24 hours) of the product should be indicated.
- Both the rated value and measured value of the freezing capacity (kg/24 hours) of the product should be indicated.
- The brand and model of the compressor should be provided.
- The refrigerant number of the refrigerant should be indicated (e.g. R-134a).
- The adjusted volume should be calculated in accordance with the Code of Practice on Energy Labelling of Products and indicated to 1 decimal place. This item is optional.
- The measured energy consumption index should be calculated based on the measured values of the products in accordance with the Code of Practice on Energy Labelling of Products and indicated to 1 decimal place.

3. Product Technical Information Schedule 3:

Compact Fluorescent Lamp

All information provided in this schedule should be consistent with those provided under the voluntary EELS.

Note: If the supplier has submitted an interim test report in respect of a compact fluorescent lamp under the voluntary EELS at the time of submitting Form 2, he is to submit progress test reports to the Director at intervals of not exceeding 6 months until he submits a full test report.

Section A: Information on Energy Label

All the information provided in this section is to be displayed on the energy label of the product.

- A tick '✓' should be put on the appropriate box (1 to 5) of the energy efficiency grade in accordance with the energy efficiency grading calculation.
- The luminous efficacy in lumen/W should be calculated based on the measured test results in the test report and rounded to an integer.

Section B: Other Details

- The brand and model name should be provided.
- Both the rated value and the measured value at the end of 100-hour of the power consumption in W should be indicated.
- Both the rated value and the measured values at the end of 100-hour and 2,000-hour of the lumen output in lumen should be indicated.
- Both the rated value and the measured value at the end of 2,000-hour of the lumen maintenance in % should

be indicated.

- Both the rated value and the measured value of the average life (life to 50% failures) in hour should be indicated.
- The rated luminous efficacy should be calculated based on the rated values of the product in accordance with the Code of Practice on Energy Labelling of Products.
- A tick '✓' should be put on the appropriate box (tube, tornado or others) of the lamp shape.
- A tick '✓' should be put on the appropriate box (B22, E14, E27 or others) of the type of lamp cap.
- The light colour and the colour temperature in K should be indicated.

For details on energy efficiency calculations for compact fluorescent lamps, please refer to the Code of Practice on Energy Labelling of Products.