

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

### I. Introduction

1. 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.
2. After the commencement of the 4<sup>th</sup> phase of Mandatory Energy Efficiency Labelling Scheme (MEELS) (including LED Lamp, Gas Cooker and Gas instantaneous Water Heater), there is a transitional period of 15 months. If a product model, which has already been registered under the Voluntary Energy Efficiency Labelling Scheme (VEELS), 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
3. This guideline is issued for providing guidance for submitting the relevant information in respect of a product model already registered under the VEELS to the Director for assignment of reference number.
4. This guideline is applicable to all models of LED Lamp, Gas Cooker and Gas instantaneous Water Heater which have been registered under the latest edition of VEELS and the registration is valid at the time being. For prescribed product models that are not registered under the VEELS, the Guideline on Submission of Product Information should be followed.
5. A registration holder under the VEELS 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

1. In submitting relevant information for the product model registered under the VEELS, the following Form 2 shall be used:

<u>Form</u>	<u>Remark</u>
Form 2 – Information Submission for Product Model Already Registered in Voluntary Energy Efficiency Labelling Scheme (EMSD/MEELS002(Sep 23))	Required for <b><u>EACH</u></b> product model.

2. 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 9:  
LED Lamp
- Product Technical Information Schedule 10:  
Gas Cooker
- Product Technical Information Schedule 11:  
Gas instantaneous Water Heater

3. 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 VEELS.
4. Completed Form 2, together with required documents as stated in the form, shall be submitted to the Director in accordance with the Ordinance.
5. 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.
6. After a reference number has been assigned to the model, its record in the VEELS 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(Sep23))

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 VEELS. 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 VEELS 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.
- 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.

#### *Section D: Declaration*

The person submitting specified information and documents for the product should complete item 1 of this section. For a company, a tick '✓' should be put on the item 2. Attention is drawn that the address and telephone number of the company will be disclosed to the public upon public request. For an individual, a tick '✓' should be put on the item 3. In item 3, 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 9: LED Lamp

##### *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 Code of Practice on Energy Labelling of Products. The energy efficiency grading is determined by using the measured lamp luminous efficacy or the rated lamp luminous efficacy, whichever is smaller.
- The luminous efficacy in lm/W should be calculated based on the measured test results in the test report and rounded to 1 decimal place.

##### *Section B: Other Details*

- The brand and model name should be provided. Attention is drawn that the number of characters are limited to a maximum of 24 and 18 characters for English and Chinese names respectively.
- Both the rated value and the average measured value of initial measurements of luminous flux in lumen.
- Both the rated value and the average measured value of initial measurements of power consumption should be indicated.
- The average measured value of initial measurements of standby power consumption should be indicated if applicable.
- The average measured value of initial measurements of displacement factor should be indicated to 2 decimal place.
- The average measured value at 6000 hours of lumen maintenance in % should be indicated to 1 decimal place.
- The average measured value at 6000 hours of lamp survival factor in % should be indicated.

- A tick '✓' should be put on the appropriate box (Yes or No) to declare the measured value of each sample conforms to the following performance requirements as per the code of practice:
  - Measurement of number of switching cycle
  - Colour rendering index
  - Colour consistency
- A tick '✓' should be put on the appropriate box (B15d, B22d, E11, E12, E14, E17, E26, E27, GU10, GZ10, GX53 or other) of the type of lamp cap.
- A tick '✓' should be put on the appropriate box (White, Yellow, Variable color or Others) of the type of lamp cap.
- The colour temperature in K should be indicated.

#### 2. Product Technical Information Schedule 10: Gas Cooker

##### *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 Code of Practice on Energy Labelling of Products.
- The energy efficiency 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.
- A tick '✓' should be put on the appropriate box (Town Gas or LPG) of the gas type.

##### *Section B: Other Details*

- The brand and model name should be provided. Attention is drawn that the number of characters are limited to a maximum of 24 and 18 characters for English and Chinese names respectively.
- A tick '✓' should be put on the appropriate box (Tabletop or Built-in) of the cooker type.
- The thermal efficiency of each burner of the product should be indicated and rounded to 1 decimal place.
- Both the rated value and measured value of the heat input of each burner of the product should be indicated to 2 decimal place.

#### 3. Product Technical Information Schedule 11: Gas instantaneous Water Heaters

##### *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 energy efficiency index at 100% load condition and 50% load condition 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.
- The rated heat input in kw should be based on the test

report and indicated to 1 decimal place.

- A tick '✓' should be put on the appropriate box (Town Gas or LPG) of the gas type.
- The brand, model name and information provider should be indicated. The information provider should be the person submitting specified information and documents. 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*

- Both the rated value and measured value of the rated heat input in kw should be calculated based on the measured test results in the test report and indicated to 1 decimal place.