

HOKLAS Supplementary Criteria No. 46

‘Electrical and Electronic Products’ Test Category – Accreditation of ENERGY STAR® Program Laboratory for Testing Electrical and Electronic Products

0 Introduction

- (a) This criteria document serves to clarify and supplement the requirements of ISO/IEC 17025: 2017 for the accreditation of ENERGY STAR Program Laboratory under the test category of ‘Electrical and Electronic Products’ and should be read in conjunction with ISO/IEC 17025: 2017, HKAS Policy Document No. 1 and other relevant criteria documents. This criteria document is applicable to laboratories seeking accreditation under HOKLAS for testing electrical and electronic products covered by the U.S. Environmental Protection Agency (US EPA) ENERGY STAR Program. In areas not covered in this document, the requirements stipulated in ISO/IEC 17025: 2017, HKAS Policy Document No. 1, HKAS 002 and other relevant criteria documents shall apply.
- (b) To serve as a US EPA-recognised accredited laboratory for the ENERGY STAR program, a laboratory shall comply at all times with the requirements set out in the US EPA “Conditions and Criteria for Recognition of Laboratories for the ENERGY STAR Program” document (included under Section VI of the “Application for Recognition of Accredited Laboratories by EPA under the ENERGY STAR Program” form), and it shall be accredited in accordance with ISO/IEC 17025: 2017 by a US EPA-recognised accreditation body.
- (c) HKAS is a recognised accreditation body under the ENERGY STAR program. After the laboratory has been accredited by HKAS to ISO/IEC 17025: 2017 for the test methods required by the relevant ENERGY STAR product specifications, it may apply to US EPA for recognition.
- (d) HKAS Executive will notify US EPA immediately in writing and update the HKAS website of any action it takes against a HOKLAS accredited laboratory participating in the ENERGY STAR program that adversely affects the accreditation status of that laboratory relating to the program, such as suspension or termination of accreditation, reduction of scope of accreditation, and imposing conditions on accreditation.

HOKLAS SC-46
Issue No. 5
Issue Date: 5 December 2023
Implementation Date: 5 December 2023
Page 2 of 5

- (e) Laboratories should note that complying with this document might not necessarily meet all the requirements of test standards. Individual test standards may have specific requirements which shall be met when conducting the concerned tests.

1 Scope

HKAS provides accreditation under HOKLAS for laboratories seeking recognition from US EPA for testing electrical and electronic products covered by the ENERGY STAR Program.

2 Normative references

(No additional explanation)

3 Terms and definitions

(No additional explanation)

4 General requirements

- (a) A laboratory accredited by HKAS for the ENERGY STAR program (the laboratory) shall comply at all times with the requirements set out in the “Conditions and Criteria for Recognition of Laboratories for the ENERGY STAR Program” document downloadable from the ENERGY STAR website at www.energystar.gov.
- (b) The laboratory shall allow HKAS Executive to examine all records and documents they provide to US EPA to satisfy the requirements of the ENERGY STAR program.
- (c) The laboratory shall obtain the accreditation of all required test methods as outlined in the ENERGY STAR program for a particular product type. The laboratory shall also maintain its scope of accreditation up-to-date in accordance with clause 4 of the “General Requirements” in the “Conditions and Criteria for Recognition of Laboratories for the ENERGY STAR Program”.
- (d) The ENERGY STAR program requires HKAS to allow US EPA to witness their assessments where necessary. The laboratory shall accept US EPA to observe their relevant assessments conducted by HKAS when so requested.

HOKLAS SC-46
Issue No. 5
Issue Date: 5 December 2023
Implementation Date: 5 December 2023
Page 3 of 5

- (e) The laboratory shall authorise HKAS Executive to share with US EPA copies of assessment documentation related to ENERGY STAR testing, such as assessment reports, observation and action records, corrective action plans and evidence of actions taken.
- (f) The laboratory shall notify both US EPA/Department of Energy (DOE) and HKAS Executive in writing immediately of any attempt to hide or exert undue influence over test results.
- (g) The laboratory shall report to both US EPA and HKAS Executive within 30 days of any of the changes specified in the “Conditions and Criteria for Recognition of Laboratories for the ENERGY STAR Program”.
- (h) The laboratory shall allow HKAS Executive to forward questions related to the ENERGY STAR test methods arising from assessments of the laboratory to US EPA for resolution. HKAS Executive will keep the identity of the laboratory confidential as far as allowed by the program.
- (i) For all notifications issued to US EPA/DOE by the laboratory as required in the ENERGY STAR program, the laboratory shall copy them to HKAS Executive at the same time.
- (j) The laboratory shall notify HKAS Executive of any changes to its status as an EPA-recognised laboratory.

5 Structural requirements

(No additional explanation)

6 Resource requirements

(No additional explanation)

7 Process requirements

7.1 Review of requests, tenders and contracts

(No additional explanation)

7.2 Selection, verification and validation of methods

HOKLAS SC-46
Issue No. 5
Issue Date: 5 December 2023
Implementation Date: 5 December 2023
Page 4 of 5

The laboratory shall develop and maintain separate laboratory test procedures for each accredited ENERGY STAR test method. These procedures shall detail how testing will be conducted utilising the laboratory's test facilities, fixtures, equipment and personnel.

7.3 Sampling

(No additional explanation)

7.4 Handling of test or calibration items

(No additional explanation)

7.5 Technical records

(No additional explanation)

7.6 Evaluation of measurement uncertainty

(No additional explanation)

7.7 Ensuring the validity of results

The recognised testing laboratory shall participate in relevant and available inter-laboratory comparison testing (ILC) when EPA/DOE deems it necessary.

7.8 Reporting of results

The laboratory shall ensure that its ENERGY STAR test reports comply with the laboratory report requirements of the ENERGY STAR program.

7.9 Complaints

(No additional explanation)

7.10 Nonconforming work

(No additional explanation)

7.11 Control of data and information management

(No additional explanation)

HOKLAS SC-46
Issue No. 5
Issue Date: 5 December 2023
Implementation Date: 5 December 2023
Page 5 of 5

8 Management system requirements

(No additional explanation)