



# ENERGY STAR® Program Requirements for Telephony

## Partner Commitments

### Commitment

The following are the terms of the ENERGY STAR Partnership Agreement as it pertains to the manufacturing of ENERGY STAR qualified telephony products. The ENERGY STAR Partner must adhere to the following program requirements:

- comply with current ENERGY STAR Eligibility Criteria, defining the performance criteria that must be met for use of the ENERGY STAR certification mark on telephony products and specifying the testing criteria for telephony products. EPA may, at its discretion, conduct tests on products that are referred to as ENERGY STAR qualified. These products may be obtained on the open market, or voluntarily supplied by Partner at EPA's request;
- comply with current ENERGY STAR Identity Guidelines, describing how the ENERGY STAR marks and name may be used. Partner is responsible for adhering to these guidelines and for ensuring that its authorized representatives, such as advertising agencies, dealers, and distributors, are also in compliance;
- qualify at least one ENERGY STAR telephony model within one year of activating the telephony portion of the agreement. When Partner qualifies the product, it must meet the specification (e.g., Tier 1 or 2) in effect at that time;
- provide clear and consistent labeling of ENERGY STAR qualified telephony products. The ENERGY STAR mark must be clearly displayed on the top/front of product, on product packaging, in product literature (i.e., user manuals, spec sheets, etc.), and on the manufacturer's Internet site where information about ENERGY STAR qualified models is displayed;
- provide to EPA, on an annual basis, an updated list of ENERGY STAR qualifying telephony models. Once the Partner submits its first list of ENERGY STAR qualified telephony models, the Partner will be listed as an ENERGY STAR Partner. Partner must provide annual updates in order to remain on the list of participating product manufacturers.
- provide to EPA, on an annual basis, unit shipment data or other market indicators to assist in determining the market penetration of ENERGY STAR. Specifically, Partner must submit the total number of ENERGY STAR qualified telephony products shipped (in units by model) or an equivalent measurement as agreed to in advance by EPA and Partner. Partner is also encouraged to provide ENERGY STAR qualified unit shipment data segmented by meaningful product characteristics (e.g., capacity, size, speed, or other as relevant), total unit shipments for each model in its product line, and percent of total unit shipments that qualify as ENERGY STAR. The data for each calendar year should be submitted to EPA, preferably in electronic format, no later than the following March and may be provided directly from the Partner or through a third party. The data will be used by EPA only for program evaluation purposes and will be closely controlled. If requested under the Freedom of Information Act (FOIA), EPA will argue that the data is exempt. Any information used will be masked by EPA so as to protect the confidentiality of the Partner;
- notify EPA of a change in the designated responsible party or contacts for telephony products within 30 days.

## Performance for Special Distinction

In order to receive additional recognition and/or support from EPA for its efforts within the Partnership, the ENERGY STAR Partner may consider the following voluntary measures and should keep EPA informed on the progress of these efforts:

- consider energy efficiency improvements in company facilities and pursue the ENERGY STAR mark for buildings;
- purchase ENERGY STAR qualified products. Revise the company purchasing or procurement specifications to include ENERGY STAR. Provide procurement officials' contact information to EPA for periodic updates and coordination. Circulate general ENERGY STAR qualified product information to employees for use when purchasing products for their homes;
- ensure the power management feature is enabled on all ENERGY STAR qualified monitors in use in company facilities, particularly upon installation and after service is performed;
- provide general information about the ENERGY STAR program to employees whose jobs are relevant to the development, marketing, sales, and service of current ENERGY STAR qualified product models;
- feature ENERGY STAR on Partner Web site and in other promotional materials. If information concerning ENERGY STAR is provided on the Partner Web site as specified by the ENERGY STAR Web Linking Policy (this document can be found in the Partner Resources section on the ENERGY STAR Web site at [www.energystar.gov](http://www.energystar.gov)), EPA may provide links where appropriate to the Partner Web site;
- provide a simple plan to EPA outlining specific measures Partner plans to undertake beyond the program requirements listed above. By doing so, EPA may be able to coordinate, communicate, and/or promote Partner's activities, provide an EPA representative, or include news about the event in the ENERGY STAR newsletter, on the ENERGY STAR Web pages, etc. The plan may be as simple as providing a list of planned activities or planned milestones that Partner would like EPA to be aware of. For example, activities may include: (1) increase the availability of ENERGY STAR qualified products by converting the entire product line within two years to meet ENERGY STAR guidelines; (2) demonstrate the economic and environmental benefits of energy efficiency through special in-store displays twice a year; (3) provide information to users (via the Web site and user's manual) about energy-saving features and operating characteristics of ENERGY STAR qualified products, and (4) build awareness of the ENERGY STAR Partnership and brand identity by collaborating with EPA on one print advertorial and one live press event;
- provide quarterly, written updates to EPA as to the efforts undertaken by Partner to increase availability of ENERGY STAR qualified products, and to promote awareness of ENERGY STAR and its message;
- join EPA's SmartWay Transport Partnership to improve the environmental performance of the company's shipping operations. SmartWay Transport works with freight carriers, shippers, and other stakeholders in the goods movement industry to reduce fuel consumption, greenhouse gases, and air pollution. For more information on SmartWay, visit [www.epa.gov/smartway](http://www.epa.gov/smartway);
- join EPA's Climate Leaders Partnership to inventory and reduce greenhouse gas emissions. Through participation, companies create a credible record of their accomplishments and receive EPA recognition as corporate environmental leaders. For more information on Climate Leaders, visit [www.epa.gov/climateleaders](http://www.epa.gov/climateleaders);
- join EPA's Green Power Partnership. EPA's Green Power Partnership encourages organizations to buy green power as a way to reduce the environmental impacts associated with traditional fossil fuel-based electricity use. The partnership includes a diverse set of organizations including Fortune 500 companies, small and medium businesses, government institutions as well as a growing number of colleges and universities, visit <http://www.epa.gov/grnpower>.