



VERIFICATION PLAN – ROUND 2012-03 May 2012

Product Verification Committee

I. PURPOSE AND CONTENTS OF THIS DOCUMENT

This plan describes the verification process to be used in the third EPEAT Verification Round for 2012, including the criteria that will be selected, the number of products to be verified, and the method of verification.

The products and subscribers to be verified are not specifically identified. The intent is for the PVC to be blind to the specific product and subscriber about which they are making decisions. The only case where the PVC knows the identity of a Subscriber during a verification round is if there is an appeal to the PVC finding. In that case, the subscriber and product will be revealed to the PVC in order to resolve any issues.

II. PRODUCT VERIFICATION COMMITTEE

Following are the members of the PVC:

Patty Dillon, Dillon Environmental Associates

Jack Geibig, President, Ecoform

Jim Arnold, Technical and Program Management Consultant, Rissa Studios

III. QUALIFIED VERIFIERS

Following are the members of the Qualified Verifier (QV) team:

Patricia Atherton
Consultant

Stephen Greene, Principal
Howland Greene Consulting

Kelley Keogh
Sin Fronteras Consulting

Carson Maxted
Consultant

Dresden Skees-Gregory
Sustainable Environmental Services

Dawn Van Seggen
Consultant

IV. CHARACTERISTICS OF ROUND 2012-03

Round 2012-03 will continue to investigate criteria for which Non-Conformances were found during previous Verification Rounds, including 2011-05, 2011-06 and 2012-01. A total of approximately 20 investigations will be performed for the two corporate criteria listed below. A review of Subscribers' websites was conducted to determine if information required by these criteria was publicly available. Subscribers whose information could not be found on their websites are included in this verification round. Please note, for Criterion 4.7.3.1, it is not required that Subscribers have annual reports on their websites. However, checking for the presence of an annual report on the Subscriber's website was a quick screen available to EPEAT staff to determine if an annual report existed. Criterion 4.7.3.2 requires

that the annual reports are publically available, which could be met with alternatives to placing the reports on a website.

This round will include active Subscribers only. An investigation will not be performed for a particular Subscriber and criterion if the same criterion was verified in the last three verification rounds. Also, Subscribers who are still involved in Verification Round 2012-02 will be excluded from this Verification Round.

The criteria to be investigated during this Verification Round are as follows:

1. 4.7.3.1 - Required - Corporate report consistent with Performance Track or GRI
2. 4.7.3.2 - Optional - Corporate report based on GRI

This Round is conducted under the revised IEEE STD 1680™-2009 and IEEE Std 1680.1™-2009 standards including the international registry representing 41 countries. This Verification Round is planned to only include Level 1 investigations. EPEAT staff will strictly adhere to the verification schedule as outlined in the Subscriber Agreement which states subscribers will have 30 days to deliver the required verification documentation.

V. SELECTION OF PRODUCTS AND CRITERIA FOR VERIFICATION

Round 2012-03 will verify a subset of active Subscribers. Subscribers will be chosen for this verification round on the basis of an EPEAT staff review of the Subscribers' websites. Optional criterion 4.7.3.2 will only be investigated for Subscribers who declare to that criterion.

The following steps will be taken to undertake this Verification Round.

1. A snapshot will be taken of the Registry prior to the start of the Verification Round.
2. This Verification Round Plan specifies that the above criteria will be verified via Level 1 investigations.
3. This Verification Round will begin directly after the snapshot of the Registry is taken. At that time, the Subscriber(s) for the investigations will be selected by EPEAT staff and Qualified Verifiers will immediately begin the investigations.

Possible Out-of-Sequence Selections

In the event of special circumstances, the PVC may, at its prerogative, decide to schedule an additional investigation(s) at any time, including while this Verification Round is in progress. If the PVC determines that such investigation should be included as a part of this Verification Round, this Verification Round Plan will be amended and reissued without disrupting the timing of the other verification investigations.

VI. INVESTIGATION ASSIGNMENTS

The following Qualified Verifiers will investigate the criteria:

Patricia Atherton, Consultant
Kelley Keogh, Sin Fronteras Consulting
Dawn Van Seggen, Consultant
Carson Maxted, Consultant

VII. ROUND 2012-03 INVESTIGATIONS

	Criterion		Verification Selection and Process	Approximate Number of Investigations
1	4.7.3.1	Required - Corporate report consistent with Performance Track or GRI	Subscribers will be chosen based on outcome of staff review of Subscriber websites.	3
2	4.7.3.2	Optional - Corporate report based on GRI	Subscribers who declare this criterion will be chosen based on outcome of staff review.	17
			Total	20