



VERIFICATION PLAN: IMAGING EQUIPMENT – ROUND IE-2015-01 JANUARY 2015

I. PURPOSE AND CONTENTS OF THIS DOCUMENT

This document outlines the plan for a round of verification investigations to be performed in accordance with EPEAT process document QP-02, rev. 1, this verification plan, and other governing documents.

II. APPLICABLE STANDARDS

IEEE 1680:2009 and IEEE 1680.2™-2012

III. SELECTION OF CRITERIA AND PRODUCTS FOR VERIFICATION

Verification Round IE 2015-01 for the IEEE 1680.2™ Standard for the Environment Assessment of Imaging Equipment will focus on two optional criteria. The Verification Round will investigate all verification requirements for the following IEEE 1680.2™ criteria:

1. 4.5.2.2 Optional – Product specific greenhouse gas emissions – third-party verification or making LCA assessment publicly available.
2. 4.9.3.2 Optional – Manufacturer recycles or reuses toner material collected through its cartridges and container take-back program.

This Verification Round will include up to 13 Level 0 and Level 1 investigations. Level 0 investigations will first be used to determine if there is publicly available information that establishes conformance with the criteria. Qualified Verifiers will not contact Subscribers directly for information during Level 0 investigations. If this information is not available or is inconclusive, the Qualified Verifier will proceed with a Level 1 investigation in which Subscriber submissions are reviewed. All active PREs and Subscribers will be considered in selection for this Round. If a Subscriber has already received a decision of Conformance for one of the criteria in a different Verification Round, they will not be verified again for the same criteria. The Investigations will be chosen as follows:

- For the criteria listed, one product that claims both 4.5.2.2 and 4.9.3.2 will be chosen randomly for all Subscribers declaring to these criteria.
- If a Subscriber doesn't have a product claiming both Optional criteria, one product will be chosen randomly from lists of products claiming each criterion.
- Subscribers may have up to 2 investigations in this Verification Round, but only one verification for each criterion listed for investigation in this Round.

A snapshot will be taken of the Registry. The registration status of the products will be confirmed. Products will be selected as per the Verification Round Plan.

1. EPEAT will take a "snapshot" of the Registry, and products will be selected as per this document.
2. The Verification Round Plan will be published on epeat.net.

3. EPEAT will instruct Product Registration Entities (PREs) (if applicable – see Section V) to proceed with the investigations.
4. The PREs will instruct their Qualified Verifiers to proceed with the assigned Level 0 investigations and to prepare a Level 0 Investigation Report recommending Conformance, Non-conformance or Inconclusive. The PREs will ensure the Reports are clear, complete and where applicable, supported by evidence. The PREs will then forward the Reports to EPEAT.
5. The Product Verification Committee will review the Level 0 Reports and determine conformity. The products and Subscribers being verified will not be disclosed to the Product Verification Committee. The Product Verification Committee will be blind to the specific product and Subscriber for which they are making conformity decisions.
 - For a decision of Conformance, no further Subscriber action is required.
 - For a decision of Non-conformance, the Subscriber will immediately move into the Corrective Action Phase and be required to take corrective action within 14 calendar days to restore the accuracy of the EPEAT Registry.
 - For a decision of Inconclusive, the PRE will proceed to a Level 1 investigation, and request verification information from the Subscriber for review.
6. The PREs will notify subject Subscribers that their product is being investigated, send the Level 0 Investigation Report, and proceed with either the Corrective Action Phase or Level 1 investigation as applicable.
7. As per the Subscriber’s Agreement, for Level 1 investigations Subscribers will have 30 days to provide required documentation supporting their declarations, and EPEAT will strictly adhere to this schedule.
8. The PREs will forward completed Level 1 Investigation Reports to EPEAT. These Reports will recommend Conformance or Non-conformance, and will be clear, complete and where applicable, supported by evidence. These Reports will also incorporate a description of the Level 0 activities.
9. The Product Verification Committee will review the Level 1 Reports and determine conformity. Again, products and Subscribers being verified are not disclosed to the Product Verification Committee, and the Committee is blind to the specific product and Subscriber for which they are making conformity decisions.
10. The PREs will inform their subject Subscribers of the PVC decisions, and forward the Level 1 Investigation Reports. For decisions of Non-Conformance, Subscribers are required to take corrective action within 14 calendar days to restore the accuracy of the EPEAT Registry.
11. EPEAT will publish a "Verification Round Outcomes Report" identifying the non-conforming products and Subscribers, as well as the actions taken to restore accuracy of the Registry.

IV. PRODUCT VERIFICATION COMMITTEE

Following are the members of the PVC:

- Libby Chaplin, CEO, Arcadian Solutions
- Patty Dillon, Dillon Environmental Associates
- Jack Geibig, President, Ecoform
- Robert Pfahl, Pfahl Consulting L.L.C.
- Annette Roesler, Ph.D., Independent Professional Chemist

V. PRES AND QUALIFIED VERIFIERS

All investigations will be conducted through the PRE with qualified testing labs working for the respective PRE. The following PRE may be included in this plan's investigations:

- DEKRA PRE
- ULE PRE
- EPEAT PRE

VI. VERIFICATION ROUND PLAN APPROVAL

Round Plan approved by PVC by discussion and e-mail on January 31, 2015.

VII. IMAGING EQUIPMENT VERIFICATION ROUND IE-2015-01 INVESTIGATIONS:

	Criterion		Verification Selection and Process	# Planned Investigations
1	4.5.2.2	Optional – Product specific greenhouse gas emissions – third-party verification or making LCA assessment publicly available	<ul style="list-style-type: none"> • Products claiming this criterion chosen at random. • Qualified Verifier checks publicly available information to attempt to check Conformance. • Criterion verified using Level 0 investigation and where a Conformance cannot be verified, will also include Level 1 investigation. 	7
2	4.9.3.2	Optional – Manufacturer recycles or reuses toner material collected through its cartridges and container take-back program.	<ul style="list-style-type: none"> • Products claiming this criterion chosen at random. • Qualified Verifier checks publicly available information to attempt to check Conformance. • Criterion verified using Level 0 investigation and where a Conformance cannot be verified, will also include Level 1 investigation. 	6
			Total	13*

* In the event that a chosen product doesn't claim one or more of the optional criteria, the total number of investigations completed may be fewer than planned.