

**Annexure 1: Application Form for Participation and Agreement**

**Application for Participation in the Scheme for Energy Efficiency Labeling**

*(ON THE LETTERHEAD OF THE COMPANY/FIRM)*

The Director General  
Bureau of Energy Efficiency  
Hall No.IV, 2<sup>nd</sup> Floor, NBCC Tower  
15, Bhikaji Cama Place  
New Delhi-110 066 – India.

I/We are carrying on business at \_\_\_\_\_ (full business address) under the style of \_\_\_\_\_ (full name of firm) hereby apply for participation in the scheme for energy efficiency labeling in respect of the following equipment.

1. Equipment \_\_\_\_\_
2. Brand (Trade Mark(s)/Brand Name(s))

I/We have gone through the scheme for energy efficiency labeling, and we agree to abide by the terms and conditions of the scheme. I/We am/are willing to enter into an agreement for participating in the scheme. The duly signed complete agreement is enclosed.

Dated this ..... Day of .....(Year)

Signature .....

Name .....

Designation .....

For and on behalf of .....

.....

(Name of the firm)

Encl: Agreement

**Agreement between the Bureau of Energy Efficiency, a statutory body under the Ministry of Power and M/s ABC the user of label of energy efficiency label under the Scheme for Energy Efficiency Labeling.**

Whereas the Bureau of Energy Efficiency, Ministry of Power (hereinafter referred to as the Bureau), a statutory body established under the Energy Conservation Act 2001, (52 of 2001) with its office at Hall No. IV, 2<sup>nd</sup> Floor, NBCC Tower, 15 Bhikaji Cama Place, New Delhi – 110 066, India has launched a scheme for energy efficiency labeling.

Whereas M/s \_\_\_\_\_ (ABC) engaged in the manufacture/ marketing/ import of \_\_\_\_\_ (equipment) having its registered office at \_\_\_\_\_ (full address) has agreed to use the label under the, scheme for energy efficiency labeling, (hereinafter referred to as the user of label)

Now therefore, the parties hereto mutually agree as follows:

**1. General**

**1.1 Commencement and duration**

1.1.1 The agreement shall be valid for a period of 3 years commencing from the date it is signed or until Notification under clause (d) of Section 14 of the Energy Conservation Act issued by the Central Government, whichever is earlier.

**1.2 Objective**

The main objective of this Agreement is that both the parties to the Agreement shall work together to implement the scheme for energy efficiency labeling for the equipment \_\_\_\_in accordance with the details of the Scheme as attached.

**1.3 Use of energy efficiency label**

1.3.1 The label is being promoted by the Bureau. The use of the label is assigned to M/s ABC. for achieving the objective defined in Article 1.2 of this Agreement.

**2. Taxes and duties**

2.1 The User of label shall also bear any taxes, duties, levies, labeling fee, etc as applicable from time to time in the use of label under the implementation of the scheme for energy efficiency labeling.

**3. Amendment / Additions**

3.1 If both parties to the Agreement form an opinion that any or some provision of the scheme are coming in the way of achievement of the objective of this Agreement defined in Article 1.2; and both BEE and the user of label are satisfied that the adjustment or amendment of such provisions shall contribute towards the achievement of the objective defined in Article 1.2; BEE may, adjust or amend such provisions of the scheme at any stage during the implementation of the scheme in consultation with other stakeholders

3.2 Any such adjustment or amendment shall be made in writing.

**4. Notice**

4.1 Any notice given by any of the parties hereunder shall be sent in writing at the address given as follows:

(1) **Bureau of Energy Efficiency**

Director General  
Bureau of Energy Efficiency  
Hall No. IV , 2<sup>nd</sup> Floor, NBCC Tower  
15, Bhikaji Cama Place  
New Delhi – 110 066

(2) **User of label**

In witness whereof the parties hereto have signed this Agreement

Signature.....

Signature.....

(Place, date)

(Place, date)

Bureau of Energy Efficiency

User of label

Witness: 1

Witness: 1

: 2

: 2

## Annexure 2: Format for Application Form for Label

### Application for Label under scheme for Energy Efficiency Labeling

*( ON THE LETTERHEAD OF THE COMPANY/FIRM FOR EACH MODEL SEPARATELY)*

The Director General

Bureau of Energy Efficiency

Hall No.IV, 2<sup>nd</sup> Floor, NBCC Tower

15, Bhikaji Cama Place

New Delhi-110 066 – India.

I/We hereby apply for use of label under scheme for energy efficiency labeling:

- a. Equipment Name
- b. Brand (Trade Mark(s)/Brand Name(s))
- c. Registration No. and Date of the Trade-Mark(s)/Brand Names(s)
- d. Equipment Type
- e. Model No.
- f. Size/Volume/Rating
- g. Additional Information/other equipment specifications
- h. Conforms to minimum energy efficiency requirements of relevant IS standard
- i. Details of label for the equipment/model

ENERGY EFFICIENCY LABEL DETAILS	DETAILS OF THE EQUIPMENT	CERTIFICATION
<ol style="list-style-type: none"> <li>1. Rating/Label level:</li> <li>2. Date of commencement:</li> <li>3. All other information to be displayed on the label (Energy consumption/ Volume/size/ Efficiency/etc)</li> <li>4. Number of labels to be affixed</li> <li>5. Label Series Code (alphanumeric code: Kxj200005 –Kxj230005)</li> </ol>	<ol style="list-style-type: none"> <li>1. Equipment</li> <li>2. Brand (Trade Mark(s)/Brand Name(s))</li> <li>3. Registration No. and Date of the Trade-Mark(s)/Brand Names(s)</li> <li>4. Model No.</li> <li>5. Type</li> <li>6. Size/Volume/Rating</li> <li>7. Additional Information</li> </ol>	<p>The initial test was carried out as per (name and number of the approved test procedure) at (name and address of the lab):</p> <p style="text-align: center;">Lab details:</p> <ol style="list-style-type: none"> <li>a) Test details: (Test procedures/name/number)</li> <li>b) Accreditation status:</li> </ol>
<b>ATTACH A TRUE COPY OF THE LABEL AS IT WILL APPEAR ON THE EQUIPMENT</b>		

The above equipment is manufactured by \_\_\_\_\_ (Name of the company) at \_\_\_\_\_ (Name and address of the factory)

I/We conform to the Bureau of Indian Standard/other international standards in respect of Quality System/Other standards in accordance with IS/Others (name and number of the standard) \_\_\_\_\_. A copy of the License/certificate is enclosed.

I/We have conducted the initial tests as per the scheme for the \_\_\_\_\_ equipment/model at \_\_\_\_\_ (Name and address of the laboratory). The test certificates are enclosed.

Production and sales figures of the said equipment and the value thereof to the best of my/our knowledge and estimates are as follows:

Year	Production	Sales	MRP of the equipment (Rs.)

\_\_\_\_\_ (Name and Designation) is the authorized contact person for coordination with the Bureau in respect of this application and the use of the Label.

I/We undertake that the information supplied in this application is accurate to the best of my knowledge, and should any of the information supplied be found to be incorrect; the application may be rejected forthwith.

I/We hereby covenant with the Bureau to observe the provisions of the scheme for Energy Efficiency Labeling.

A crossed bank draft of Rs. 1,000/- in favour of, Bureau of Energy Efficiency, payable at Delhi, as the non-refundable Registration charges is enclosed.

A crossed bank draft of Rs..... (Rupees.....) in favour of, Bureau of Energy Efficiency, payable at Delhi, as labeling Fee for .....(number of products) is enclosed. .

Dated this ..... Day of .....(Year)

Signature .....

Name .....

Designation .....

For and on behalf of .....

.....

(Name of the firm)

Signature .....Date\_\_\_\_\_

Enclosures:

1. Test certificates
2. Label

## Annexure 3: Application for Independent Laboratory

### Test Laboratory Application Form for Registration in the scheme for Energy Efficiency Labeling

(ON THE LETTERHEAD OF THE COMPANY/FIRM)

The Director General  
Bureau of Energy Efficiency  
Hall No.IV, 2<sup>nd</sup> Floor, NBCC Tower  
15, Bhikaji Cama Place  
New Delhi-110 066 – India.

We hereby apply for participation in the scheme for Energy Efficiency Labeling. The information of the test laboratory is as follows:

**1. Applicant's name and Complete Address :**

1.1 Name of the Chief Executive and his deputy with designation

Telephone No. (with STD Code) :  
Fax No. (with STD Code) :  
Postal address :  
Email :

**2. Test Laboratory's name and complete address (if different from 1)**

2.1 Name of the Head of operating laboratory and his deputy with designation  
Telephone No. (with STD Code)  
Fax No. (with STD Code)  
Postal address

**3. Legal Identity**

Legal Status & Date of Establishment of the laboratory (Enclose copy)

**4. Management structure of the lab (on a separate sheet as Chart-I)**

Name & Designation of the person responsible for the Quality System Management in the Laboratory

Telephone No.

5. Is laboratory prepared to participate in proficiency/Inter Laboratory testing programme, if organised or sponsored by the Bureau?

6. **Complaints**

6.1 Is there any documented policy & procedures for the resolution of complaints?

7. Arrangement for ensuring impartiality, confidentiality, independence in judgment & integrity in relation to the lab's activities.

8. Familiarity with terms & conditions

8.1 Are you familiar with terms and conditions of Laboratory Recognition Scheme of the Bureau and willing to abide by them?

9. List test procedure separately for each equipment

Equipment to be tested	Parameter(s) Tested	Test Procedure(s)	Accreditation Status (Accreditation Agency, Date of issue, and validity)	Test Charges valid for the financial year 2005 - 06

10. Provide details of capacity to undertake testing in terms of test facility and manpower. (how many tests can be carried out concurrently)

We hereby covenant with the Bureau to observe the provisions of the scheme for Energy Efficiency Labeling.

Signature .....

Name .....

Designation .....

Date

Enclosures:

1. Copy of current accreditation certificates
2. Copies of the laboratory quality manual
3. Undertaking

**UNDERTAKING**  
**(to be signed by the Head of the Laboratory)**

1. I/We hereby declare that I/We shall comply with all the provisions of the scheme for energy efficiency labeling as amended from time to time.
2. I/We agree to keep all the test results confidential and the same will not be communicated to anybody except Bureau of Energy Efficiency (BEE) or an agency authorized by BEE.
3. I/We agree to participate in proficiency testing/Inter Laboratory Test Comparison Programme for assessing/helping BEE to assess the technical competence of the laboratory and also agree for periodic visits by BEE experts as decided by BEE. The decision to continue recognition by BEE, on the basis of such testing and periodic visits, will be acceptable to me/us.
4. I/We also agree not to claim any testing charges for the samples tested as sent by BEE under the Proficiency Testing/Inter Laboratory Test Comparison Programme.
5. I/We agree to communicate BEE any changes in equipment and/or personnel and the decision of BEE to continue or discontinue recognition made on the basis of scrutiny of such information shall be acceptable to me/us. Failure to comply may render us liable to de-recognition.
11. I/We agree that the recognition of the laboratory shall not bind BEE to make use of test facilities available in my/our/other laboratory.

Signature  
Name  
Designation  
Seal

Dated  
Place: