

## Background

Electronic Product Environmental Assessment Tool (EPEAT) and the IEEE 1680 family of standards are environmental standards assisting in the procurement of more environmentally friendly electronic products in a transparent manner. EPEAT follows a “Trust but Verify” registration model requiring subscribers to the EPEAT program to understand and implement product and corporate environmental criteria. Subscribers also must pass a post-registration verification by providing details how it and/or its products are conformant to the IEEE 1680 standard. It is important that the subscriber’s processes and procedures are in place starting during the design of registered products, to assure the Standard is met.

Schaffer Environmental provides a variety of services to manufacturers assisting their efforts in EPEAT enablement, assessment, verification, training, and supportive testing. A quick readiness evaluation is on page 3 while a more comprehensive “base” level EPEAT enablement assessment program are outlined on page 4. Additional services associated with EPEAT are listed on pages 5 - 7.

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## About Schaffer Environmental

Headquartered just outside Austin, Texas, Schaffer Environmental provides leading environmental and sustainability consulting, advisory and project management services to organizations, businesses, governments and regulators around the world. Schaffer Environmental offers ten-plus years of hands-on industry compliance and governmental/regulatory development engagements. We apply real world experiences to existing and emerging environmental trends such as green procurement regulations (EPEAT and eco-labels), carbon/GHG reporting, product life-cycle analysis, and corporate social responsibility. Industry expertise focus for Schaffer Environmental is in the electronics products and IT sectors.

Mark Schaffer, principal and owner, is a leader in the development and implementation of the EPEAT standard for desktops, notebooks and monitors. He served on the Board of Advisors of the Green Electronics Council (GEC) while with Dell. Recently, Mr. Schaffer became a certified trainer for GEC and EPEAT. He is an active participant and voting member of the IEEE 1680 computer Work Group. He is a member of the IEEE 1680.2 and .3 Imaging and Television standards Work Groups and Balloting groups; he was the chair for the end-of-life-management criteria sub-group for both standards. He is a certified EPEAT trainer by the GEC. He has assisted multiple international Fortune 100 manufacturers in enabling EPEAT product registration at the “Silver” and “Gold” levels.

Schaffer Environmental LLC is also engaged in the ULE mobile devices standard as a member of their STP and with the electronics road mapping activities of iNEMI.

Schaffer Environmental also retains several key associates whose expertise and depth of knowledge complements its skill set. Our associates bring an additional 40+ years of experience in environmental management issues, with in-depth expertise on key issues such as end-of-life management of electronics, supply chain issues, etc.

### **Contact Information**

Requests for formal quotes and other inquiries regarding these services should be addressed to the following via email or phone:

MARK SCHAFFER – PRINCIPAL KNOWSGREEN CONSULTANT

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Additional information on Schaffer Environmental LLC can be found at [www.knowsgreen.com](http://www.knowsgreen.com)



## Quick EPEAT Readiness Evaluation

This is an evaluation of a product and manufacturer’s readiness in meeting the EPEAT criteria. With the cooperation and knowledge of the manufacturer, this evaluation may take no more than a few days to complete.

### Includes the following key activities:

1. Data request to obtain needed information to conduct readiness evaluation
2. Identify through hands-on product evaluation (if possible), telephone and email discussions with potential EPEAT subscriber (known as “subscriber” hence) whether:
  - The product meets EPEAT product criteria
  - The subscriber meets EPEAT corporate requirements
3. Up to 5 hours of consulting/discussion to perform the evaluation

### Key outcomes:

1. Summarize the required and optional points the product/subscriber meets with its existing procedures
2. Evaluate the readiness of the product for EPEAT registration, based on responses from subscriber.
3. Provide high-level guidance on general actions needed to claim criteria that the product/subscriber does not currently meet

The subscriber will provide necessary information on products, services and capabilities to complete above tasks.

Note that this is a high-level review with the subscriber and does not go into the details of whether the subscriber’s systems for assuring conformity to EPEAT requirements is adequate for verification (e.g., whether your restricted material program is adequate). The risks for conformity will be identified; however, it will be up to the subscriber to evaluate whether or not its systems are adequate, and to identify corrective actions to achieve conformance.

Schaffer Environmental LLC can provide a conformity evaluation as part of the Detailed EPEAT Enablement and Assessment services (see p. 3).

## Detailed EPEAT Enablement Evaluation and Assessment

### Includes the following key activities:

1. Assist potential subscriber in identifying the criteria points that must be claimed to meet the minimum EPEAT qualifications and the criteria points that are optional that each subscriber may want to claim to achieve the desired EPEAT level based.
2. Conduct Gap Analysis with subscriber to determine what additional services, testing and/or data will be needed to meet the selected criteria based on subscriber's current processes and services.
3. Provide assistance and education, where needed, to subscriber on implementing processes. Subscriber is responsible for understanding and implementation of the recommended procedures and processes.
4. Up to 50 hours of consulting/discussion to perform the evaluation and assessment will take place.

Items 2 and 3 will be a detailed and in-depth discussion with the individual subscriber for its product. The goal is to ensure that the subscriber understands both the systems that need to be put in place to assure ongoing EPEAT conformance and the verification process.

### Key outcomes:

1. Conformity evaluation:
  - a. Review and identify any required changes/additions to subscriber's product, processes, procedures and/or services to achieve desired EPEAT criteria
  - b. Identify areas of additional data collection or modification of business processes needed to show conformance to EPEAT criteria
2. Ability to register EPEAT products at the level desired based on the product design and the systems in place to show conformance
3. Lay groundwork to optimize likelihood of passing future EPEAT verification

The subscriber will provide necessary information on products, services, processes, and capabilities to complete above tasks. As much as is possible, email and telephone discussions will be used to conduct the above work. Travel and non-typical expenses would be preapproved and are the responsibility of the potential subscriber.

## **Verification Simulation**

Three levels of varying degrees of verification simulation are offered as described below. Each verification applies to a single product only.

### **Limited “Paper” Verification only “Out of the Box” Verification Full “Paper” Verification Complete Verification**

1. Limited paper verification – Conduct formal simulated verification on selected products and criteria. This includes requests for data submittal to show conformance to selected criteria for specific products. Would be conducted on approximately 10 total criteria points being claimed for a single product. Objective is to train subscriber on the type of information that will be requested in a Verification Round and to assess the conformity-readiness of this information at a detailed level. We will interact with the subscriber in a manner similar to that of an EPEAT Qualified Verifier. A summary report of outcomes based on the verification will be provided.
2. “Out of the Box” Verification – Includes the limited paper verification as well as an examination of a production-level product. Subscriber would need to provide product and packaging as if ordered by any customer. Verification would be for non-destructive examination only. Analytical testing (such as materials or energy testing) or destructive testing would be at an additional charge based on tests requested.
3. Full paper Verification Simulation – Conduct paper verification assessing the documentation for EPEAT conformance for the product for 100% of the claimed product and corporate criteria. A detailed report of outcomes based on the verification will be provided.
4. Complete Verification – Conduct both a Full paper Verification and a hands on, “Out of the Box” Verification

### **EPEAT Education/Enablement Training**

Provide detailed assistance and/or training for implementation of selected EPEAT criteria and/or Enablement processes. This can be a powerful way to engage organization-wide support for and understanding of EPEAT-driven changes that may be required across business processes, departments, and even outside the subscriber's organization. Please inquire with your specific need(s) for quote.

### **Act as corporate contact for product registrations on EPEAT.net**

Be the listed contact on EPEAT.net for a subscribing company and act as the project manager for inquiries through EPEAT.net including providing general product registration assistance to the subscriber, desk review and verification assistance. If interested, please inquire directly with Schaffer Environmental for details.

### **Formal EPEAT Verification Round Assistance**

Support/Assess subscriber response to formal EPEAT verification requests. Help formulate responses to QV requests as well as corrective action plans (if necessary)

### **Assist with Corporate and Product Registrations on EPEAT.net**

Provide education necessary for the subscriber to register products on EPEAT.net and initial corporate points. Register products on behalf of subscriber with subscriber's assistance if needed.

### **Additional EPEAT Services**

Schaffer Environmental and/or its affiliates can provide additional services that may be contracted independently by the subscriber. Other services are available or can be developed to support subscribers' unique needs.

1. Conduct "Conformance Testing" which may include external lab testing for materials compliance (RoHS and lower-than RoHS points) and for Energy Star testing. Provide energy pre-testing services prior to submitting systems for formal Energy Star testing. Exact testing will be determined in collaboration with the manufacturer based on their needs and already collected information.
2. Establish and/or audit take back services to assure conformance to the required take back for recycling criteria.
3. Recommend consultants, labs etc. that can conduct and/or assist in various EPEAT compliance tests or process enablement activities.

4. Represent subscribers during IEEE standards development processes (working groups, calls, meetings etc.)
  5. Evaluate and/or implement OEM/ODM processes, programs, designs, and products for full EPEAT enablement and registration
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