Manufacturers

Partner Requirements and Resource Guidelines

ENERGY STAR® for Windows, Doors, and Skylights

PURPOSE	The Partner Requirements and Resource Guidelines (PRRG) is the companion piece to the Partner Resource Guide (PRG). The PRG provides optional marketing resources for ENERGY STAR for Windows, Doors, and Skylights partners; the PRRG details the rules manufacturers must follow when promoting ENERGY STAR.			
PARTNER	As stated in the Program Requirem	ents, partners must market ENERGY STAR qualified windows, doors, and skylights by:		
REQUIREMENTS	I. Labeling qualified products II. Labeling display units III. Using ENERGY STAR marks			
RESOURCE GUIDELINES	Section IV, Additional Guidelines, outlines proper use of promotional maps and ENERGY STAR messaging. While use of promotional maps and ENERGY STAR messaging is optional, partners must adhere to the guidelines provided in Section IV when using these resources.			
	For more detailed guidance on proper use of marks and messaging, please refer to the Identity Guidelines at www.energystar.gov/logos.			
	Partners should circulate this document to their manufacturing facilities, marketing departments, advertising agencies, and graphic designers (including local newspapers). Please contact windows@energystar.gov with any questions.			
DEFINITIONS	TERM	DEFINITION		
	Certification mark	Labels products, homes, and buildings that meet or exceed ENERGY STAR performance guidelines.		
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	DEFINITION	
Certification mark	Labels products, homes, and buildings that meet or exceed ENERGY STAR performance guidelines.	
Display unit label or Display label	Label required to appear on all product samples and cutaway corners (corner cuts) used in showrooms tradeshows, etc. to promote windows, doors, or skylights with ENERGY STAR qualified versions. The display label cannot be used as a product label. Image: Constraint of the state o	

TERM	DEFINITION	
Door	A sliding or swinging entry door system designed for and installed in a vertical wall separating conditioned and unconditioned space in a residential building. ENERGY STAR recognizes three categories of doors:	
	• Opaque: A door with no glazing.	
	• ≤ ½-lite: A door with ≤ 29.8 percent glazing (based on NFRC 100-2004 or the most recent procedure available from NFRC). Includes ¼- and ½-lite doors.	
	 >½-lite: A door with > 29.8 percent glazing (based on NFRC 100-2004 or the most recent procedure available from NFRC). Includes ¾-lite and fully glazed doors. 	
Dynamic glazing product Internal Shading System	Any fenestration product that has the fully reversible ability to change its performance properties, including U-factor, SHGC, or Visual Transmittance. This includes, but is not limited to, shading systems between the glazing layers and chromogenic glazing.	
	• Switch-able Glazing Product: An electrochromic glass system that can be tinted or untinted in response to an electronic control signal or environmental change.	
	 Internal Shading System: A fenestration product that includes blinds or shades positioned between glass panes that can open or close. 	
Insulating glass (IG) unit	A preassembled unit, comprising lites of glass, which are sealed at the edges and separated by dehydrated space(s). The unit is used in glazed fenestration products.	
Linkage phrase mark	Shows that a company sells ENERGY STAR qualified products. There are two linkage phrase marks:	
Logo or Mark	Term used to describe the ENERGY STAR image. Types of marks include promotional, certification, partnership, and linkage phrase (see corresponding definitions).	

TERM	DEFINITION	
My ENERGY STAR Account (MESA)	A password-protected Web site containing partner resources after April 1, 2010 (before this date partner resources will be available on a CD-ROM mailed to partners). When a company completes the partnership application process, the primary contact receives a username and password via e-mail. The site can be accessed at www.energystar.gov/mesa.	
National Fenestration Rating Council (NFRC)	NFRC provides product and energy performance data for windows, doors and skylights.	
NFRC temporary label or NFRC label New State New State<	NFRC has two labels: the temporary label, a sticker that can be removed from the surface of the product, and the permanent label. The permanent label can be a label, a tab, or etchings and must be accessible from the interior after product installation.	
Partnership mark	Promotes an organization's commitment to and partnership in the ENERGY STAR program.	
Private labeler	A company that has joined the NFRC private labeler program in order to market under its own name windows, doors, or skylights manufactured by a different company.	

TERM	DEFINITION	
Product qualification label or Product label	<image/> Label required to appear on all ENERGY STAR qualified windows, doors, or skylights. Must appear within one inch of NFRC label. The product label cannot be used as a display label.INERGY STAR Qualified cannot be used as a display label.INERGY STAR® Qualified December of the door meet the criteria For its glazing level? (Check only one box)INERGY STAR® Qualified 	
Promotional map	Version of the ENERGY STAR climate zone map that manufacturers can use in marketing materials.	
Promotional mark	Highlights the ENERGY STAR program in brochures, media kits, flyers, and public education campaigns.	
Residential building	A structure used primarily for living and sleeping that is zoned as residential and/or subject to residential building codes. For the purposes of ENERGY STAR, "residential building" refers to buildings that are three stories or less in height.	

TERM	DEFINITION
Skylight	A window designed for sloped or horizontal application in the roof of a residential building, the primary purpose of which is to provide daylighting and/or ventilation. May be fixed or operable. Skylights have their own set of ENERGY STAR criteria. Tubular Daylighting Devices are included under the skylight criteria.
Sliding entry door	A door that contains one or more manually operated panels that slide horizontally within a common frame. Sliding doors are included under the door criteria and definition.
Solar Heat Gain Coefficient (SHGC)	The ratio of the solar heat gain entering the space through the fenestration product to the incident solar radiation. Expressed as a value between 0 and 1.
Swinging entry door	A door system having, at a minimum, a hinge attachment of any type between a leaf and jamb, mullion, or edge of another leaf or having a single, fixed vertical axis about which the leaf rotates between open and closed positions. Swinging entry doors are included under the door criteria and definition.
Tubular Daylighting Device (TDD)	A non-operable device primarily designed to transmit daylight from a roof surface of a residential building to an interior ceiling surface via a tubular conduit. The device consists of an exterior glazed weathering surface, a light transmitting tube with a reflective inside surface and an interior sealing device, such as a translucent ceiling panel. TDDs are included under the skylight criteria.
U-factor	The heat transfer per time per area and per degree of temperature difference. The U-factor multiplied by the interior-exterior temperature difference and by the projected fenestration product area yields the total heat transfer through the fenestration product due to conduction, convection, and long wave infra-red radiation. Expressed here in units of Btu/h·ft². °F.
Window	An assembled unit consisting of a frame/sash component holding one or more pieces of glazing functioning to admit light and/or air into an enclosure and designed for a vertical installation in an external wall of a residential building.
Window, door, and skylight components	Components used by an ENERGY STAR partner in the construction of an ENERGY STAR qualified window, door, or skylight including, but not limited to, coated glass, frame profiles, and warm-edge spacers. Components are not qualified products and cannot be labeled with the ENERGY STAR .

I. LABELING QUALIFIED PRODUCTS

ENERGY STAR for Windows, Doors, and Skylights manufacturer partners are required to label ALL ENERGY STAR qualified products. The ENERGY STAR label cannot be placed on components.

After selecting the proper label (see FINDING THE RIGHT PRODUCT LABEL), partners can obtain the product qualification label templates from the partner resources CD (before April 1, 2010) or by logging on to their My ENERGY STAR Account (MESA) after April 1, 2010. To access MESA, sign in at www.energystar.gov/mesa with the user name and password proided when your company completed the partnership application process. Please e-mail windows@energystar.gov if you no longer have this information.

A. FINDING THE RIGHT PRODUCT LABEL

ODUCT LABEL 1. Use

Follow the instructions to find the right product qualification label.

WINDOWS AND SKYLIGHTS

1. Use the criteria tables below to determine the zone(s) in which the window or skylight qualifies.

ENERGY STAR[®] Qualification Criteria for Residential Windows and Skylights

Windows				Skylights		
Climate Zone	U-Factor ¹	SHGC ²		Climate Zone	U-Factor ¹	SHGC ²
Northern	≤ 0.30	Any	Prescriptive	Northern	≤ 0.55	Any
	=0.31	≥ 0.35	Equivalent	North-Central	≤ 0.55	≤ 0.40
	=0.32	≥ 0.40	Energy Performance	South-Central	≤ 0.57	≤ 0.30
North-Central	≤ 0.32	≤ 0.40		Southern	≤ 0.70	≤ 0.30
South-Central	≤ 0.35	≤ 0.30		1 D4. /h #2 °F		
Southern	≤ 0.60	≤ 0.27	¹ Btu/h-ft ^{2,*} F ² Fraction of incident solar radiation			

2. Use the table below to determine which label is appropriate for the product.

	F THE	QUALIFIES IN THE FOLLOWING ZONES			USE LABEL		
•			NORTHERN	NORTH-CENTRAL	SOUTH-CENTRAL	SOUTHERN	NUMBER
Window	or	Skylight	\checkmark	\checkmark	\checkmark	√	1
Window	or	Skylight	\checkmark				2
Window	or	Skylight	\checkmark	\checkmark			3
Window				✓			4
Window			\checkmark	✓	~		5
Window				✓	~		6
Window					~		7
Window				✓	~	√	8
Window	or	Skylight			~	√	9
Window	or	Skylight				\checkmark	10

DOORS

1. Use the criteria table below to determine if the door qualifies.

ENERGY STAR® Qualification Criteria for Residential Doors

Glazing Level	U-Factor ¹	SHGC ²
Opaque	≤ 0.21	No Rating
≤ ½-Lite	≤ 0.27	≤ 0.30
> ½-Lite	≤ 0.32	≤ 0.30

¹ Btu/h·ft²·°F

² Fraction of incident solar radiation

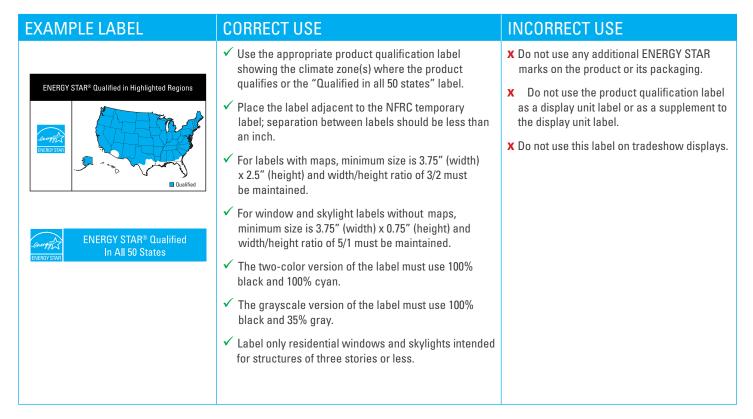
2. If any version of the door qualifies, apply the door label.

Energy ENERGY STAR	ENERGY STAR® Qualified In All 50 States			
Does this door meet the criteria for its glazing level? (Check only one box)				
For:	U-factor SHGC Yes			
Opaque	≤ 0.21	Any		
¼ or ½ Lite	≤ 0.27 ≤ 0.30			
¾ or Full Lite	≤ 0.32	≤ 0.30		

B. USING THE PRODUCT LABEL

The product qualification label must be used on all qualified products. The label makes it easy for consumers to see whether a product is qualified in their area of the country (without having to understand the underlying ENERGY STAR criteria).

WINDOWS AND SKYLIGHTS



DOORS

EXAMPLE LABEL	CORRECT USE	INCORRECT USE
ENERGY STAR® Qualified In All 50 States Does this door meet the criteria for its glazing level? (Check only one box) For: U-factor SHGC Yes Opaque s 0.21 Any Any ½ or ½ Lite s 0.27 s 0.30 30 ¾ or Full Lite s 0.32 s 0.30 S	 Place the label adjacent to the NFRC temporary label; separation between labels should be less than an inch. Check the appropriate glazing level box for final products that qualify. Minimum label size is 3.75" (width) x 2.13" (height). Width/height ratio of 44/25 must be maintained. The two-color version of the label must use 100% black and 100% cyan. The grayscale version of the label must use 100% black. Label only residential doors intended for structures of three stories or less. 	 X Do not use any additional ENERGY STAR marks on the door or packaging. X Do not use the product qualification label as a display unit label or as a supplement to the display unit label. X Do not use this label on tradeshow displays.

II. LABELING DISPLAY UNITS ENERGY STAR for Windows, Doors, and Skylights manufacturer partners are required to label ALL display units for models that can be ENERGY STAR qualified. The ENERGY STAR label cannot be placed on components. Do not use the display unit label on sunroom displays; sunrooms are not qualified products. The purpose of the label is to ensure that prospective buyers are presented with clear and consistent information about the availability of ENERGY STAR qualified options at the time of purchase.

Partners can obtain the display unit label templates from the partner resources CD (before April 1, 2010) or by logging on to their My ENERGY STAR Account (MESA) after April 1, 2010. To access MESA, sign in at www.energystar.gov/mesa with the user name and password provided when your company completed the partnership application process. Please e-mail windows@energystar.gov if you no longer have this information.

EXAMPLE LABEL	CORRECT USE	INCORRECT USE
ENERGY STAR® qualified versions of this product are available. As your salesperson for details. Use versiones de los productos calificados ENERGY STAR están disponibles. Para mas detallos hable con el representante de ventas en la tienda.	 Place the label directly on the display unit or on adjacent, permanently connected point-of-purchase material where consumers can easily read the text. The label may be placed on the inside surface of corner cuts or similar displays for protection and durability. Use this label on all tradeshow displays. Minimum label size is 3.75" (width) x 1.8" (height). A width/ height ratio of 25/12 must be maintained. The color version of the label must use 100% cyan. The grayscale version of the label must use 100% black. Label only display units for residential windows, doors, and skylights intended for structures of three stories or less. 	 X Do not use any additional ENERGY STAR marks on the display unit. X Do not use the display unit label on products for sale. X Do not label sunroom displays.

III. USING ENERGY STAR MARKS

The appropriate ENERGY STAR mark must be clearly displayed on the manufacturer's Web site and in product literature (e.g., catalogues, spec sheets, etc.) where information about ENERGY STAR qualified models is displayed. Whenever marks are used, partners must abide by the Identity Guidelines at www.energystar.gov/logos. The tables below provide an overview of proper selection and use of the ENERGY STAR marks.

Component manufacturer partners must include the following statement next to the promotion, linkage phrase, and partnership marks: "<Company name> <component> can be used to construct ENERGY STAR qualified <product types>." Component manufacturers may not use the certification mark.

A. SELECTING THE PROPER MARK

MARK	INSTRUCTIONS	CORRECT USE
Certification mark	 Use to designate qualified models in point-of-purchase materials and Web sites only when accompanied by a note indicating which option packages qualify in which climate zones. X Do not use when promoting non-qualified products such as sunrooms or window, door, or skylight components. 	All Series 1000 Windows meet ENERGY STAR requirements for all climate zones when specified with Low-E.
Linkage phrase mark	✓Use in all ad templates created for retail customers.	
Cnergy WE SELL ENERGY STAR ASK ABOUT ENERGY STAR	✓ Use in ads, point-of-purchase materials, or Web sites promoting qualified products.	DID YOU KNOW? Choosing EVERGY STARY qualified rupiacament windows over the lakey alternations asso that y again the energy stat y again the energy stat the energy stat growthows
Partnership mark	✓ Use in ads only when the company named in the ad is an ENERGY STAR partner.	XYZ WINDOW COMPANY'S PRODUCTS
energy	X Do not use in ad templates provided to retail customers or other organizations.	Awning Casement
ENERGY STAR PARTNER	 Use in point-of-purchase materials and on Web sites only when listing professional affiliations. 	Hopper
	 Use in corporate documents (business cards, stationery, and annual reports) to communicate partner's commitment to energy efficiency and the environment through ENERGY STAR. 	
Promotional mark	✓ Use in point-of-purchase materials and on Web sites only when accompanied by ENERGY STAR messaging.	

B. MODIFYING ENERGY STAR MARKS

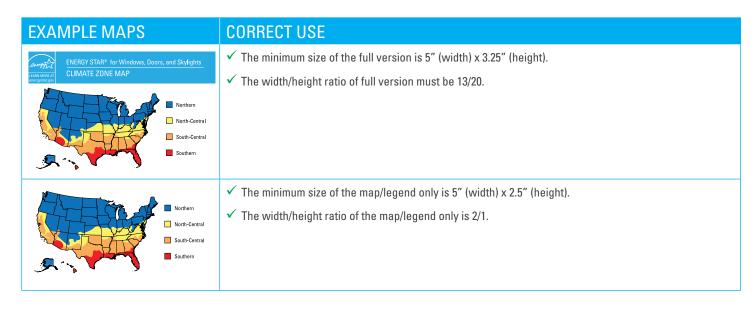
Quick Tip

The surest way to avoid a logo violation is to not alter the logo in any way. Using the logo as-is also means you don't have to refer back to these rules when creating new materials.

	CORRECT USE	INCORRECT USE	
SIZE	 Mark may be re-sized, but the proportions must be maintained. Minimum length of shortest side = 3/8 (0.375) inch for print. 	X Do not distort or skew the mark.	LEARN MORE AT energystar.gov
COLOR	 ✓ Text in mark must be legible. ✓ The preferred print color is 100 percent 	M De met else met the colore of	
LULUN	Cyan (Web color is hex color #00AEEF). Alternate versions in black or reversed out to white may be used.	X Do not change the colors of the mark.	CHANGE FOR THE BETTER WITH ENERGY STAR
CLEAR SPACE	✓ A clear space of one-third (0.333) the height of the graphics box within the mark should surround the mark at all times. No other graphic elements, including images or text, can appear in this surrounding area.	 X Do not let text run into the mark. X Do not violate the clear space of the mark. 	Do not let text run into the mark. let into the not let into the text run into the text run
BACKGROUND	 ENERGY STAR marks may appear on solid colors or photos with simple imagery. 	 X Do not place the mark in a busy background. X Do not make the mark an outline. 	LEARN MORE AT I CHANN MORE AT
TEXT	✓ Use the wording that is provided.	 X Do not use any previous program taglines such as "money isn't all you're saving." X Do not change or replace the approved wording. X Do not change the typeface. 	Chergy MONEY ISN'T ALL YOU'RE S A V I N G S A V I N G
INTEGRITY	✓ Use the mark only as provided.	 X Do not alter the width/height ratio of the mark in any way. X Do not separate or rearrange any of the mark's elements. X Do not substitute any part of the mark. 	energy LEARN MORE AT energy energystar.gov

IV. OTHER GUIDELINES PROMOTIONAL MAPS

Partners are encouraged to use the ENERGY STAR promotional map in marketing materials to help explain the ENERGY STAR criteria and corresponding climate zones. Use of the promotional map is optional, but if it is used, partners must follow the guidelines outlined below.



Maps must be reproduced in process color as follows:



ENERGY STAR MESSAGING

ENERGY STAR messaging is optional, but partners must follow the Identity Guidelines at www.energystar.gov/logos when writing or talking about ENERGY STAR. The table below provides an overview of the ENERGY STAR messaging requirements.

CORRECT MESSAGING EXAMPLE	INCORRECT MESSAGING EXAMPLES	
✓ ENERGY STAR (all capital letters)	X Energy Star (initial capital letters)	
	X ENERGY STAR (small capital letters)	
✓ ENERGY STAR [®]	X ENERGY STAR™ (trademark symbol)	
Use the registered symbol in superscript after "ENERGY STAR" with no space before the registered symbol. Use the registered symbol	X ENERGY STAR® (after the first use)	
for the first use only.	X ENERGY STAR® (registered symbol not in superscript)	
✓ ENERGY STAR qualified window	X ENERGY STAR certified, rated, compliant, or approved window	
✓ ENERGY STAR labeled door	X ENERGY STAR door	
✓ Skylight has earned the ENERGY STAR	X Skylight is endorsed or approved by ENERGY STAR	
✓ TDD meets the ENERGY STAR guidelines, performance levels, or criteria	X TDD meets the ENERGY STAR standards, specifications, or ratings	
✓ ENERGY STAR partner	X ENERGY STAR approved company	
\checkmark ENERGY STAR for Windows, Doors, and Skylights	X ENERGY STAR Windows, Doors, and Skylights	
\checkmark ENERGY STAR guidelines, performance levels, or criteria	X ENERGY STAR standards, specifications, or ratings	
✓ ENERGY STAR qualified (no hyphen)	X ENERGY STAR-qualified (hyphenated)	

Special Note on Thermal Performance

- Partners must use whole-unit, NFRC-certified U-factors wherever they promote the thermal performance of ENERGY STAR qualified windows, doors, or skylights.
- **x** Partners may not use R-values or center-of-glass (COG) U-factors when promoting ENERGY STAR qualified windows, doors, and skylights.

The Department of Energy specifically selected the whole-unit, NFRC-certified U-factor for the ENERGY STAR fenestration criteria because it provides a complete picture of thermal transfer through products. Although R-value is generally presented as the inverse of U-factor, this is not technically accurate. R-value measures only conductive heat flow, where U-factor measures conductive, convective, and radiant heat transfer. COG U-factors only measure the conductive, convective, and radiant heat transfer of the glass and not of the whole unit. Additionally, neither R-values nor COG U-factors are certified by NFRC.