

Seal and Insulate with ENERGY STAR® Program EPA Guidelines for Certification Body Report for Insulation Products

The following elements are required to be included in the Report generated by the EPA-recognized Certification Body. The Report must be posted on the Certification Body website for the product manufacturer, EPA, and the public to access. These elements may be included in a standalone report or incorporated into a code report.

- 1.) **Date** – Provide the date this report was completed and made public on the Certification Body website.
- 2.) **Purpose** – Provide a statement describing the purpose of the report and conveying that it is to provide the EPA with a document that verifies that the Certification Body has reviewed all relevant test results and has compared them to the criteria provided in relevant building and energy codes and the EPA’s *Definitions and Testing Requirements for Residential Insulation V 1.0*.
- 3.) **Codes and Referenced Standards** – Provide a list of all the codes and standards (or “approved criteria”) that were referenced in the making of the Certification Report.
 - a. **Codes** – Include all codes referenced in the review process. All codes must be the most recent as specified in the EPA’s *Definitions and Testing Requirements for Residential Insulation V 1.0*.
 - b. **Reference Standards** - Include all the standards (i.e. ASTM or UL) referenced in this review process. All standards must be the most recent as specified in the EPA’s *Definitions and Testing Requirements for Residential Insulation V 1.0*.
 - c. Include a reference to EPA’s *Definitions and Testing Requirements for Residential Insulation V 1.0*.
- 4.) **Definitions** – Provide definitions for any terms used in the report which are defined in the EPA’s *Definitions and Testing Requirements for Residential Insulation V 1.0*.
- 5.) **Basic Information**
 - a. **Product or Product Line Name**
 - b. **Uses** – Include a description of product uses within the purview of the EPA’s *Definitions and Testing Requirements for Residential Insulation V 1.0* and as allowable by relevant codes. Include a description of locations to install the product and the function of the product that are certified by the Certification Body Report.
 - c. **Product Description** – Provide complete information covering material specifications, thicknesses, sizes and the manufacturing processes.
 - d. **Field Preparation** – Include a description of the methods of field-cutting, application and finishing.
 - e. **Installation Instructions** – Provide detailed installation instructions and diagrams as specified in this document and the Insulation Installation Checklist provided by EPA.
 - f. **Testing Laboratories** – Include a statement stating that the Certification Body

has verified that the test results did come from a laboratory accredited as required by the Conditions and Criteria for Recognition of Insulation Certification Bodies for the ENERGY STAR Program

- g. **Test Reports** – Description of the test report provided for evaluation, including the date tested (Optional).
- h. **Product Sampling** – Reference or identify the sampling protocol used in the testing of the product or product line.

6.) **Test, Performance and Insulation Requirements**

- a. Physical Properties
 - i. **Thermal Resistance**
 - 1. R-Value or a table (units should be reported in $(h \cdot ft^2 \cdot ^\circ F)/Btu$)
 - 2. Numerical values for each and whether or not it meets minimum value for ENERGY STAR ($R \geq 3.0$).
 - b. Surface Burn Characteristics
 - i. **Flame-Spread Index**
 - 1. Code requirement(s) and whether or not it meets the requirement(s).
 - ii. **Smoke-Developed Index**
 - 1. Code requirement(s) and whether or not it meets the requirement(s).