



Certification Body Training

New My ENERGY STAR Account (MESA)

August 22, 2019

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Agenda

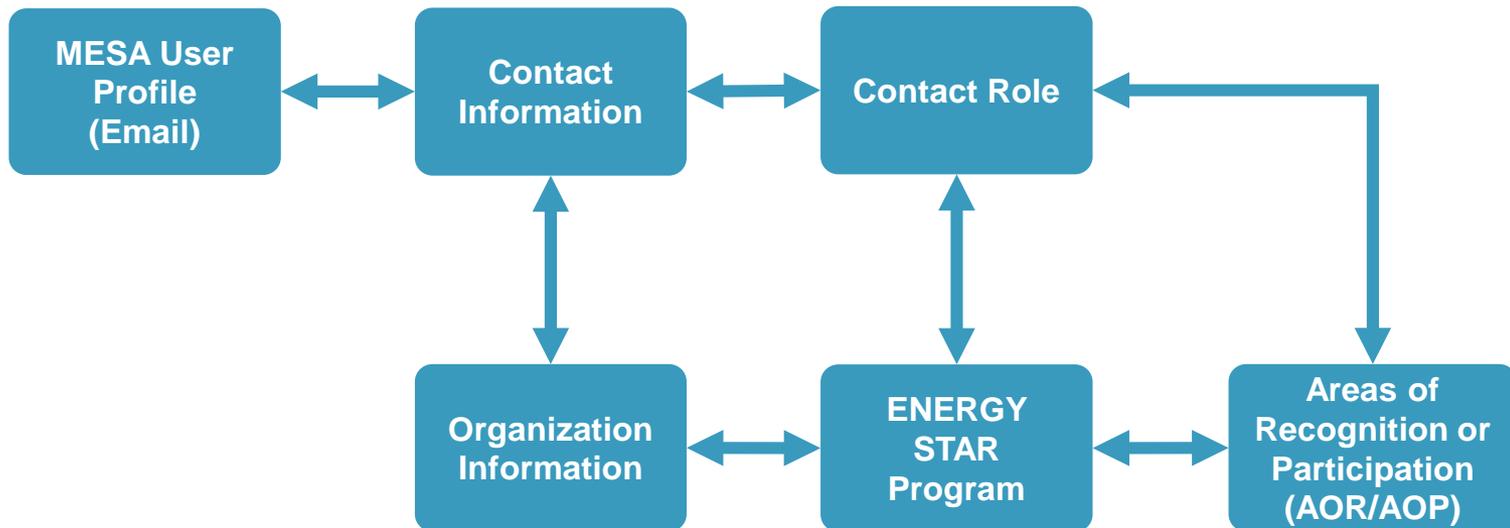
- New MESA Salesforce-Based Portal
 - Programs and Areas of Recognition/Participation
 - Contact Updates and Roles
 - Tools and Resources - XML submissions and Org Search
 - Products records
- New Program Status Structure and Validations
 - Brand Owner Program and Areas of Participation (AOP)
 - Laboratory Program and Areas of Recognition (AOR)
- MESA Next Steps
- General Certification Body (CB) Updates



New MESA Portal

New MESA Overview

Salesforce-based portal to access organization information from the ENERGY STAR relational database*



*Note that new MESA is not compatible with Internet Explorer



New MESA Home Page



Home

My MESA Account ▾

My Organization Information ▾

Manage Contact Information



My ENERGY STAR Account

Welcome, Xml TestUser!

Certification Body Name

Programs (1)

PROGRAM NAME	BRANCH	ORG. RELATIONSHIP	STATUS
Product Certification Body	Products	Recognized	Active

Contacts without any Program Associations or Contact Roles

Certification Body Name
Product Certification Body

Contact Name	Email	Phone
lawson		

My ENERGY STAR Tools & Resources

Tools

- View All XML Submissions
- Certified Products Additional Files
- List of Ineligible Products
- Brand Owner/Lab Search

ENERGY STAR Quick Links

Navigate directly to other places on the energystar.gov site.

- ENERGY STAR Home page
- ENERGY STAR Web Linking Policy
- ENERGY STAR Special Offer/Rebate Finder
- ENERGY STAR Training Center



New MESA Structure to Align with Current ENERGY STAR Program Administration

- Programs now indicate organization high-level agreement with ENERGY STAR
 - Product Certification Body Program (formerly Recognized Body role for products with CB function)
 - Product Laboratory Program (formerly Recognized Body role for products with lab function)
 - Product Accreditation Body Program (formerly Recognized Body role for products with AB function)
 - Brand Owner Program (formerly Partner or Applicant role for products)
- Areas of Recognition (AOR) or Areas of Participation (AOP) indicate specific product coverage
 - CBs and Labs need to apply to expand recognition or notify EPA if they wish to reduce their scope of recognition
 - Brand Owner partners or applicants without restrictions may have products certified in a new AOP without any paperwork



Certification Body Program

 Program
Product Certification Body

Organization Certification BName	Branch Products	Relationship Recognized	Program Status Active
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RELATED DETAILS

 Areas of Recognition (49)			
PRODUCT TYPE	PRODUCT CATEGORY	AREA OF RECOGNITION STATUS	LAST MODIFIED DATE
Audio/Video	Electronics	Active	08/20/2019
Boilers	Heating & Cooling	Active	08/20/2019
Ceiling Fans	Heating & Cooling	Active	08/20/2019
Central ACs and Air-source Heat Pumps	Heating & Cooling	Active	08/20/2019
Clothes Washers	Appliances	Active	08/20/2019
Commercial Boilers	Heating & Cooling	Active	08/20/2019
Commercial Coffee Brewers	Commercial Food Service Equipment	Active	08/20/2019



Contact Update Process

- Contact info can be updated by self, EPA, or colleagues
- Contact email update will trigger change to MESA User Profile email address, but needs to be verified via email

My ENERGY STAR Account
User Profile



Mesa Product TestUser Suffix
MESA Product Org Edit

Warning: The email address registered for "Mesa Product TestUser Suffix" (noemail@energystar.gov) is different than one associated to this contact's MESA User Account (@salesforce.com). Update MESA email address with this contact's value! @energystar.gov.

Contact Information

Name	Status
Mr. Mesa Product TestUser Suffix	Active
Nickname	Title
atofafafaf	afafaf

Email Information

Email	MESA User Account Email
noemail@energystar.gov	noemail@salesforce.com

Phone Information



Contact Update Process

- Contact Role controls access to tools and relevant program communications
 - Ensure all active contacts have a CB contact role
 - To remove contact, mark Contact Role as Inactive

Contact
Matt Bugajski

+ Follow

Edit

Status
Active

Phone
(202) 862-1126

Email
matt.bugajski@icfi.com

RELATED DETAILS

Role in Programs (1)

CONTACT NAME	PROGRAM	ROLE IN ENERGY STAR ...	ROLE IN COMPANY	LAST MODIFIED DATE	
Matt Bugajski	Product Certification Body	Alternate Primary	Administrative	08/08/2019 5:15 PM	▼

Related Organizations(1)

ORGANIZ...	PHONE	MAILING ST...	MAILING CITY	MAILING PR...	MAILING ZIP...	MAILING CO...	WEBSITE

Edit Contact Role

View Program Details

View Program Details



Manage Contact Information

- Manage Contact Information allows users to view and update information for all contacts in your organization

Home
My MESA Account ▾
My Organization Information ▾
Manage Contact Information

My ENERGY STAR Account
Manage Contact Information

All Contacts (19)
New Contact

NAME	ORGANIZATION NAME	TITLE	PHONE	EMAIL	MAILING STATE	
Contact 1	Certification Body Name	Chief EngineerPrograms, Performa...	202-867-5309	Contact1@epa.gov	Michigan	▾
Contact 2	Certification Body Name	Global Director of Business Service...	202-867-5309	Contact2@epa.gov	Illinois	▾



Create or Edit Contact

Create Contact

▼ Contact Information

* Name
Salutation: --None-- * Status: --None--

First Name:

* Last Name:

Suffix:

Nickname:

Title:

▼ Email Information

Email:

Access Information

Access to HOST

Give contact access to My ENERGY STAR?

Give contact access to Logo Downloads?

Organization Information



Create New Contact Role

★ Programs (1)

PROGRAM NAME	BRANCH	ORG. RELATIONSHIP	STATUS
Product Certification Body	Products	Recognized	Active

📄 Contacts without any Program Associations or Contact Roles

Intertek Testing Services NA (2)
Product Certification Body

Contact Name	Email	Phone
John Doe	john.doe@epa.gov	
lawson		

🔧 My ENERGY STAR Tools & Resources

Tools

- Apply for an Award
- View All XML Submissions
- Certified Products Additional Files
- List of Ineligible Products
- Brand Owner/Lab Search

🔗 ENERGY STAR Quick Links

Navigate directly to other places on the energystar.gov site.

- Home page
- Web Linking Policy
- Special Offer/Rebate Finder
- Training Center

Add to Product Certification Body



Create New Contact Role

Contact
John Doe

Status: Active
Phone: 202-879-5309
Email: john.doe@epa.gov

RELATED DETAILS

Role in Programs (0) New

Related Organizations(1)

ORGANIZ...	PHONE	MAILING ST...	MAILING CITY	MAILING PR...	MAILING ZIP...	MAILING CO...	WEBSITE
Certification...	-283-1658	545 East Algon...	Arlington Heig...	Illinois	60005	United States	http://www.int...

Select Program for Contact Role

Select a record type

Product Certification Body

Cancel Next



New Contact Roles to Facilitate Communication

- CB Contact Roles determine email distributions
 - Primary – Main point of contact for the Certification Body – only one allowed
 - Alternate Primary – Additional points of contact to receive all communications and be responsible for all areas of recognition (AOR) – multiple allowed
 - IT – Responsible for QPX or IT-type issues only
 - Product Specific – Responsible for specific AOR(s) – need to select area of support
 - Certification Administration – all specification updates and data-related issues
 - Verification Administration – all specification updates and verification testing
 - Technical – specification updates



Create or Edit Contact Role

Create Contact Role

Contact
Lawson

Program
Product Certification Body

*** Role in ENERGY STAR Program**

- Primary
- Alternate Primary
- IT
- Product Specific

Role in Company

- Administrative
- Communications/Marketing/PR
- Executive Management/Owner
- Government Affairs/Corporate Relations
- Legal
- Technical/Engineering
- OEM Contact

Contact Status: Active

Inactive Status in Program Explanation - Manual: --None--

Certification Administration

- Audio/Video
- Boilers
- Ceiling Fans
- Central ACs and Air-source Heat Pumps
- Clothes Washers
- Commercial Boilers
- Commercial Coffee Brewers

Verification Administration

- Audio/Video
- Boilers
- Ceiling Fans
- Central ACs and Air-source Heat Pumps
- Clothes Washers
- Commercial Boilers
- Commercial Coffee Brewers

Technical

- Audio/Video
- Boilers
- Ceiling Fans
- Central ACs and Air-source Heat Pumps
- Clothes Washers
- Commercial Boilers
- Commercial Coffee Brewers

Need to CTRL-Click if changing from primary, alt primary or product specific

Cancel Save



Manage Contact Role Information

- Selecting the Program (Product Certification Body) allows users to view, add, and update contact roles for the contacts

 Program
Product Certification Body

Organization	Branch	Relationship	Program Status
Certification Body Name	Products	Recognized	Active

RELATED DETAILS

 Areas of Recognition (49)			
PRODUCT TYPE	PRODUCT CATEGORY	AREA OF RECOGNITION STATUS	LAST MODIFIED DATE
Audio/Video	Electronics	Active	08/20/2019
Boilers	Heating & Cooling	Active	08/20/2019

 Program Contacts (19) New			
CONTACT NAME	ROLE IN ENERGY STAR P...	ROLE IN COMPANY	LAST MODIFIED DATE
Contact 1	Alternate Primary	Administrative	08/11/2019 2:30 PM 
Contact 2	Alternate Primary	Other	08/11/2019 2:13 PM 
Contact 3	Product Specific	Technical/Engineering	08/11/2019 2:08 PM 



Tools and Resources

- XML Submissions module provides the same functionality
- Certified Products Additional Filed provides for uploads of files – currently limited to servers
- List of ineligible products to ensure that disqualified or ineligible models are not certified
- Search tool to find org IDs and status of brand owners and laboratories



My ENERGY STAR Tools & Resources

Tools

- [View All XML Submissions](#)
- [Certified Products Additional Files](#)
- [List of Ineligible Products](#)
- [Brand Owner/Lab Search](#)



ENERGY STAR Quick Links

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- [ENERGY STAR Training Center](#)



View All XML Submissions

[Return to the MESA Welcome page](#)

Web Service Token Id:

Processed Start Date

Processed End Date

Product Type(s)

Available

- Residential Dishwashers
- Residential Water Heaters
- Roof Products
- Room Air Cleaners
- Room Air Conditioners
- Set-Top Boxes
- Small Network Equipment

Selected

- Pool Pumps

Note: if none are selected, results will return all Product Types

Submission Status(es)

- Processed
- System Error

Test Submission?

- Yes
- No

Submit

(Showing 1 - 50 records out of 156)

WEB SERVICE TOKE...	ENERGY STAR CERTIFI...	AREA OF PARTICIPATI...	UPLOADED ON	PROCESSED ON	TEST SUBMISSION?	SUBMITTER	STATUS
9183CBBFEFAA850A...	Pool Pumps 2	Pool Pumps	Apr 5, 2019	Apr 5, 2019	No		Processed
157346E053286CC1...	Pool Pumps 2	Pool Pumps	Apr 5, 2019	Apr 5, 2019	No		Processed
D7F134ABD8F269B3...	Pool Pumps 2	Pool Pumps	Apr 5, 2019	Apr 5, 2019	No		Processed
DD661C0F6AF45CA5...	Pool Pumps 2	Pool Pumps	Apr 5, 2019	Apr 5, 2019	No		Processed



View All XML Submissions

STATUS
Processed (1 error)

Pool Pumps Mar 26, 2018 Mar 26, 2018 No X

Error Details

 The following error was found:

Manufacturer Name:	Manufacturer Name
Model Name	XXXXX
Model Number:	XXXXX

1. Certification ID CER_#####_02152017133816_##### and Family ID FAM_#####_02152017133816_##### do not meet validation criteria. (ESQPX-5013)
2. The only transaction type allowed for this model is Certification Withdrawn or Recertification. (ESQPX-5018)

Ok



Partner and Laboratory Search

My ENERGY STAR Account

Brand Owner/Lab Search

Prior to certifying a product for ENERGY STAR and reporting it to EPA, Certification Bodies must confirm that the product belongs to an ENERGY STAR brand owner partner or applicant, and was tested by an EPA-recognized laboratory. Partners/applicants and recognized laboratories will have EPA-Issued Organization IDs that you must include in your product submission to EPA.

To confirm a laboratory's status and Organization ID, use the search functionality below. You must confirm that the laboratory is listed for the appropriate product category.

* You must input data or select from at least one field to obtain a list of search results.

Brand Owner/Lab Name:

Organization Id:

Program

Submit

Info flag links to glossary with brand owner status definitions

Download As CSV

(Showing 1 - 1 records out of 1)

ORGANIZATION NAME	ORGANIZATION ID	AREAS OF PARTICIPATION (STATUS - ROLE) ⓘ	CITY	STATE	COUNTRY
3M Company (Active)	1065235	Room Air Cleaners (Active Partner) Lamps (Inactive (Idle) Partner) Roof Products (Provisional Partner) Central ACs and Air-source Heat Pumps (Inactive (Idle) Partner) Residential Storm Windows (Active Partner)	St. Paul	Minnesota	United States

First Previous Next Last



List of Ineligible Products



[Home](#)

[My MESA Account](#) ▾

[My Organization Information](#) ▾

[Manage Contact Information](#)

My ENERGY STAR Account

List of Ineligible Products

- [List of Ineligible Products](#)  (52KB)



Product Certified by CBs

RELATED DETAILS

 **Programs (1)**

PROGRAM NAME	BRANCH	ORG. RELATIONSHIP	STATUS	
Product Certification Body	Products	Recognized	Active	

 **Products (Certification Body) (0)**

 **Related Contacts (20)** New Contact

Products New							
100+ items • Sorted by Qualified? • Updated 4 minutes ago							
PRODU...	MODEL ...	BRAND NAME	ENERGY STAR MODEL IDENTIFIER	...	SPECIFI...	PRODUCT ID	
Computers	SM-T510/S...	Samsung	ES_1023593_SM-T510_03122019090610_1570277	<input checked="" type="checkbox"/>	7 Notebook...	PROD-0001854...	
Displays	QM49R/Q...	Samsung	ES_1023593_QM49R_03152019044601_5161031	<input checked="" type="checkbox"/>	7	PROD-0001856...	
Displays	QM55R/Q...	Samsung	ES_1023593_QM55R_03152019044856_5336527	<input checked="" type="checkbox"/>	7	PROD-0001856...	
Displays	QM75R/Q...	Samsung	ES_1023593_QM75R_03152019044756_5276870	<input checked="" type="checkbox"/>	7	PROD-0001856...	
Residential ...	DW80R7***...	Samsung	ES_1023593_DW80R7*****_03252019093414_70218926	<input checked="" type="checkbox"/>	6	PROD-0001859...	



New Status Structure



Organization vs. Area of Participation/Recognition Statuses

Brand Owner/Laboratory Program Status

Each organization has one overarching program status. The program status is primarily based on the Area of Participation/Recognition status(es).

Area of Participation/Recognition (AOP/AOR) Status

Each product category (AOP/AOR) has an affiliated status



Brand Owner Program Partner Statuses: Overview

Active

- Organizations that either have currently certified models and no overarching partnership restrictions or have not yet certified their first product in any area of participation (AOP)
- New AOPs can be created and new products certified
- Specific AOPs may have restrictions per the AOP status

Inactive

- Organizations that have not had currently certified models for more than one year
- New AOPs can be created and new models certified
- Specific AOPs may have restrictions per the AOP status

Restricted

- Organizations that have not complied with one or more ENERGY STAR program requirements
- New models may not be certified for any AOP
- Modifications and withdrawals are allowed for existing certified products

Closed

- Organizations that no longer have valid agreements in place for any AOPs
- Partnership Agreement (PA) required to rejoin partnership
- New models may not be certified for any AOP
- Only withdrawals are allowed via QPX



Brand Owner Area of Participation Statuses: Overview

Active

- AOPs with at least one model currently certified with no restrictions

Provisional

- AOPs with no currently certified models, but have had one in the past year. CBs may certify new products for this AOP

Inactive (Idle)

- Partners who have not had currently certified models in the AOP for over one year

Poor Standing

- Partners who have a compliance issue with one or more ENERGY STAR program requirements – typically not submitting annual shipment data to EPA. Products are not displayed on the certified products list

On Hold

- AOPs that have a compliance issue with one or more ENERGY STAR program requirements; Products are not displayed on the certified products list

Suspended

- AOPs that have a compliance issue with one or more ENERGY STAR program requirements; CB may not certify products for that AOP and products are not displayed on the certified products list

Probation

- AOPs that have a compliance issue with one or more ENERGY STAR program requirements; CB will be required to withdraw certification for products and may not certify any new products for that AOP; Products are not displayed on the certified products list

Closed

- AOPs for which organizations no longer wish to participate

Terminated

- Status for AOPs for partners terminated from the ENERGY STAR program



Brand Owner Status Implications for QPX Submissions Program AND AOP Status Used for Validation

Brand Owner AOP Status	Are Certified Products Visible on the QPL	Can Products be Certified	Can Modifications be Submitted
Active	Y	Y/N*	Y
Inactive (Idle)	N/A	Y/N*	N/A
Provisional	N/A	Y/N*	N/A
Poor Standing	N	Y/N*	Y
Suspended	N	N	Y
On Hold	Y	N	Y
Probation	N/A	N	N
Closed	N/A	N	N
Terminated	N/A	N	N/A

*Note: Partners that have a 'restricted' program partner status may not certify products in any AOP, regardless of whether the AOP is Active



Laboratory Program Statuses

Active

- Recognized labs that have at least one active area of recognition (AOR)

Inactive

- Recognized labs that do not have any active areas of recognition

Closed

- Labs that are no longer recognized because they are either out of business or no longer participate in the ENERGY STAR program. Currently certified products may not be affiliated with closed labs.



Laboratory Area of Recognition (AOR) Statuses

Only AOR Statuses are used for lab validation

Active

- Recognized labs that have a current scope of accreditation for the AOR

Active only for Valid Test Reports

- Previously recognized labs that no longer have a current scope of accreditation and are not listed on the ENERGY STAR website
- CBs can submit new certifications for products tested at these labs if the tests were conducted when the lab was accredited

Suspended

- Lab not listed on the ENERGY STAR website
- New products cannot be certified based on testing in this lab
- This designation does not impact currently certified models



Laboratory Status Implications

Lab AOR Status	Allow Certification	Allow Modification
Active	Y	Y
Valid Only for Active Test Report	Y	Y
Suspended	N	Y

Note: If a laboratory has a program status of "Closed," all AORs will be removed from the laboratory record

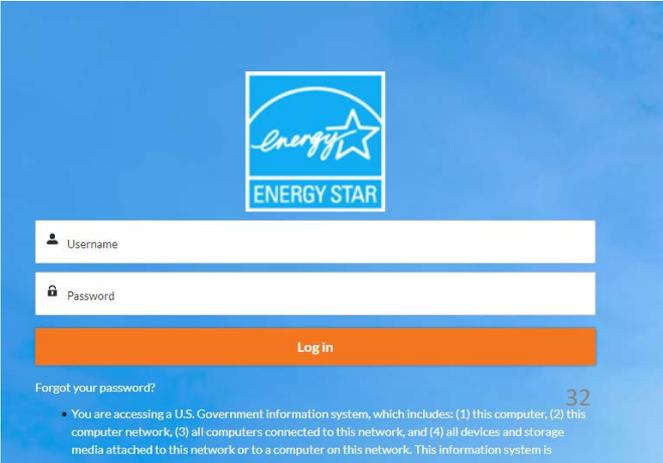


Next Steps



Next Steps

- August 27, 2019: new MESA Access Available
 - QPX validations will be based on new program and AOP statuses
 - All existing MESA users will receive details on how to register for new MESA by email
 - Do not make edits in old MESA
- Mid-September 2019: Old MESA Access Removed
- Mid-October 2019: Access to Products Certified
- Submit any questions or comments to certification@energystar.gov

A screenshot of the Energy Star login page. The page has a blue background. At the top center is the Energy Star logo. Below the logo are two white input fields: the first is labeled "Username" and the second is labeled "Password" with a lock icon. Below these fields is an orange "Log in" button. At the bottom left, there is a link "Forgot your password?". At the bottom right, there is a small disclaimer: "You are accessing a U.S. Government information system, which includes: (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is".

ENERGY STAR

Username

Password

Log in

Forgot your password?

You are accessing a U.S. Government information system, which includes: (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is



Next Steps

- Mid October: New MESA is rolled out to partners (ability to edit contact and organization details only).
- User guide and webinar slides to be posted online:
https://www.energystar.gov/partner_resources/products_partner_resources/third_party_cert/cbs



Contact Information

certification@energystar.gov

Kathleen Vokes, U.S. EPA

Vokes.Kathleen@epa.gov

Brian Krausz, U.S. EPA

Krausz.Brian@epa.gov