
The Hong Kong Voluntary Energy Efficiency Labelling Scheme for

Microwave Ovens

January 2025

Energy Efficiency  **EMSD**

Electrical and Mechanical Services Department

3 Kai Shing Street, Kowloon, Hong Kong

Homepage: <http://www.emsd.gov.hk>

CONTENTS

Section	Title	Page
1.	Purpose	1
2.	Background	1
3.	Scope	2
4.	Definitions	3
5.	Technical Standards	4
6.	Test Methods.....	5
7.	Energy Label	7
8.	Testing Facilities, Laboratories and Accreditation Bodies	7
9.	Registration and Participation	9
10.	Legal Provisions.....	12
11.	Compliance Monitoring and Inspection.....	13
12.	Complaints and Appeal	14
13.	Maintenance of Scheme.....	15
14.	Future Development.....	16

Annexes

- 1 Energy Label Format
- 2 Proforma Letter of Invitation
- 3 Proforma Letter of Application
- 4 Information to be submitted to Energy Efficiency Office
- 5 Proforma Letter of Acceptance
- 6 Proforma Letter of Rejection
- 7 Flow Chart for Registration

1. Purpose

This set of document is intended to give a general description on the Hong Kong Voluntary Energy Efficiency Labelling Scheme for Microwave Ovens.

2. Background

The Nature of Energy Efficiency Labelling Scheme

- 2.1 The Energy Efficiency Labelling Scheme (EELS) is an energy conservation initiative that the Government of the Hong Kong Special Administrative Region (HKSAR) has adopted. Under the scheme, some common types of household appliances/ gas appliances and office equipment will incorporate an energy label that serves to inform consumers of the product's energy consumption and efficiency. Consumers should then be able to take those factors into account and make their purchasing decision.

Objectives of Energy Efficiency Labelling Scheme

- 2.2 The concept of EELS has been implemented in several forms and in different stages of development in many countries. The EELS generally aims to achieve:
- greater public awareness of energy conservation and environmental improvement needs;
 - provision of readily available, pre-purchase information on energy consumption and efficiency data, where applicable, to enable ordinary consumers to select more energy efficient products;
 - stimulation to the manufacturers/market for phasing out less energy efficient models; and
 - actual energy savings and environmental improvements.
- 2.3 Hong Kong aims at achieving the above objectives. At present, the Hong Kong Voluntary Energy Efficiency Labelling Scheme covers 22 types of household appliances/ gas appliances and office equipment. Amongst them, 13 types are household appliances, 7 types are office equipment and 2 types are gas appliances.

3. Scope

- 3.1 The scheme will only apply to the manufacturers and importers (local agents, retailers and the related parties) who have participated in the voluntary scheme.
- 3.2 The Scheme commenced on 28 December 2014. It is further revised on 1 January 2025. The existing and newly registered labels will remain valid till 31 December 2026. By then, renew of the application may be required subject to the review of the Scheme.
- 3.3 The scope of application covers all new registered products imported to or manufactured in Hong Kong with effect from the date that is declared by the participant but does not cover second-hand products, products already in existing use, under trans-shipment or manufactured for export, etc.
- 3.4 The scheme will be operated as a 'Recognition Type' labelling system. All appliances will be recognised and registered provided that they can meet certain energy efficiency and performance requirements as stipulated in the scheme.
- 3.5 The provisions of this scheme shall apply to microwave ovens using electromagnetic energy in the ISM frequency band of 2,450 MHz, with rated power input of less than 2,500 Watt for household use. It also applies to combination microwave ovens with additional heating elements or convection capability.
- 3.6 The scheme does not cover (i) microwave ovens for commercial and industrial use, (ii) Ovens incorporating conventional heating means only and (iii) ovens with exhaust hood.

4. Definitions

Unless otherwise specified, the following definitions shall apply throughout this document:

<i>Authority</i>	means the Electrical & Mechanical Services Department, the Government of the Hong Kong Special Administrative Region (HKSAR).
<i>Director</i>	means the Director of Electrical & Mechanical Services Department, the Government of the Hong Kong Special Administrative Region.
<i>Government</i>	means the Government of the Hong Kong Special Administrative Region.
<i>microwave oven</i>	means appliance using electromagnetic energy in the ISM frequency band of 2,450 MHz, for heating food and beverages in the cavity. The microwave may incorporate a browning element.
<i>Combination microwave oven</i>	means microwave oven in which the microwave energy is combined with electrical thermal energy.
<i>ISM frequency bands</i>	means the Industrial, scientific and medical (ISM) electromagnetic frequencies band established by the ITU
<i>inspecting officer</i>	means the officer authorized by the Director to carry out inspection on appliances.
<i>label</i>	means the energy label as described in Section 7 of this document.
<i>participant</i>	means the manufacturers, importers or the retailers of appliance participating in the scheme.

<i>rated frequency</i>	means the frequency marked on the nameplate or declared as such by the manufacturer or responsible distributor for the microwave oven.
<i>rated voltage</i>	means the voltage marked on the microwave oven.
<i>rated wattage</i>	means the wattage marked on the microwave oven.
<i>Recognised laboratory</i>	means a laboratory that complies with the requirements as stated in Section 8 of this document and is acceptable to the Authority for carrying out tests and issuing test reports on microwave oven.
<i>scheme</i>	means the Hong Kong Voluntary Energy Efficiency Labelling Scheme for Microwave Ovens.
<i>Energy Efficiency of microwave oven (%)</i>	means efficiency of the microwave ovens calculated by the ratio of the power output to energy consumed including the magnetron filament heating-up energy consumption as defined in the IEC standard.

5. Technical Standards

The technical requirement focuses on reducing standby and on mode energy consumption. Products meet the criteria outlined below shall qualify for this scheme.

Energy Efficiency Requirement

- 5.1 Energy efficiency of the oven shall be equal or greater than 60%.

Heating Uniformity Requirement

- 5.2 According to the multiple cup test as specified in IEC 60705: 2010 Edition 4.0, heating uniformity shall not be less than 70% for ovens with turntable, and shall not be less than 60% for ovens without turntable.

Rated Wattage Requirement

- 5.3 Rated wattage and wattage of the actual test shall not exceed $\pm 10\%$.

Standby and Off Mode Requirement

- 5.4 Power consumption at standby mode and off mode shall be less than 0.5 W, and less than 1 W with digital information and timer display.

Energy Consumption Requirement with Grill-Mode Function

- 5.5 For combination ovens with grill-mode function, energy consumption of grill function shall not exceed 1.20 W. hr / °C of temperature rise.

Compliance with Safety Requirements

- 5.6 In addition to the performance requirements, all microwave ovens shall comply with the Electrical Products (Safety) Regulation, Chapter 406G of the Laws of Hong Kong, and the safety standards specified under the Regulation, and all other legislations concerning the safety of microwave ovens.

6. Test Methods

General

- 6.1 All test standards and specifications specified in this document are only related to checking compliance with the energy efficiency and general performance requirements. It is not the intention of this document to detail out the test standards and requirements for checking compliance with the Electrical Products (Safety) Regulation of the HKSAR. The participant shall conduct appropriate tests, where necessary, in addition to those specified in this document in order to obtain Certificates of Safety Compliance for his appliances.

Test Conditions

6.2 The test conditions shall be as follows unless otherwise specified:

- (a) Electrical supply : 220 Va.c. \pm 1%
- (b) Frequency : 50Hz \pm 0.5Hz
- (c) Total Harmonic Distortion (Voltage) < 2%
- (d) Relative humidity : 45% ~ 75 %
- (e) Test room temperature : 20 °C \pm 5 °C in a substantially draught-free room .

Measurement of Energy Efficiency

6.3 The aforementioned requirements tests in Section 5 shall be carried out according to the test methods as specified in IEC 60705: 2010 Edition 4.0 "Household microwave ovens – Methods for measuring performance". Off mode and/or standby mode test shall be carried out according to the test methods as specified in IEC 62301: 2011 Edition 2.0 "Household electrical appliances – Measurement of standby power".

Grill Mode Energy Consumption Test for Combination Microwave Ovens

6.4 Grill-mode energy consumption test of combination microwave oven shall meet the following requirement:

- (a) Before each test, combination microwave ovens shall be settled for at least six hours in the specified environment.
- (b) The installation of embedded or over-the-range combination microwave ovens shall follow the instructions of manuals provided by their manufacturers; other types of microwave ovens shall be placed to keep their backs as closed as possible to the test wall.
- (c) The test shall be operated at the maximum power output of grill-mode. Meanwhile, all the accessories in the oven cavity shall be removed in order to run the oven empty.
- (d) To perform the test, the thermocouple shall be installed at the geometric centre of the oven cavity and run the oven for 5 minutes. Initial temperature T_1 (°C) and final temperature T_2 (°C) of the oven cavity and electric energy consumption, E (W · hr) of the oven shall be measured. Grill-mode energy consumption W_c of the oven shall be calculated according to the following formula:

$$W_c = E / (T_2 - T_1)$$

- 6.5 The measured values of energy efficiency (%) and heating uniformity (%) of products shall be rounded to the nearest integers. The values of standby-mode power consumption (W), off-mode power consumption (W) and grill-mode energy consumption ($W \cdot \text{hr}/^{\circ}\text{C}$) shall be rounded to two decimal places.

7. Energy Label

Label Location

- 7.1 The labels should be self-adhesive or otherwise approved by the Director and affixed to the appliance at a prominent location. The participant shall ensure that the energy label appears on every registered appliance on display or sale and should be easily visible.

Colour Scheme & Dimensions

- 7.2 The energy labels shall be printed on white-coloured self-adhesive sheet material and should have colour schemes and dimensions as shown in Annex 1. It shall be printed in English and in Chinese.

Labels Quality

- 7.3 The paper or the material that is approved by the Director for the label should be durable and possess good wear and tear characteristics. It should stick tightly on the appliance.

8. Testing Facilities, Laboratories and Accreditation Bodies

- 8.1 The Authority will accept the results and certificates issued by the test laboratory which fulfill one of the following criteria as specified in Clause 8.2 or 8.3.

- 8.2 The laboratory is accredited to IEC 60705 - 2010 "Household microwave ovens – Methods for measuring performance". The laboratory is accredited by the Hong Kong Accreditation Service (HKAS) for the relevant test under the Hong Kong Laboratory Accreditation Scheme (HOKLAS) or a scheme with which HKAS has concluded a mutual recognition agreement[#]; and the results are issued in a test report or certificate bearing the accreditation mark.
- 8.3 The Authority will also consider the following arrangements:
- (a) Self-certification by original manufacturers that the operations of their in-house laboratories satisfy the requirements of ISO/IEC 17025; and
 - (b) The manufacturers currently operating according to a recognised international quality system (such as ISO 9001); and
 - (c) The manufacturer's in-house laboratories had been successful in carrying out tests on microwave ovens in accordance with IEC 60705: 2010 Edition 4.0 "Household microwave ovens – Methods for measuring performance" and where these tests had been evaluated and certified by recognised independent certification body.
- 8.4 The recognised independent certification body mentioned in Clause 8.3 shall meet the following minimum requirements:
- (a) Being recognised internationally to be competent for certifying product energy efficiency performance tests; and
 - (b) Having experience in assessing and certifying the relevant energy efficiency performance tests; and
 - (c) Having well established assessment procedures, including staff training and assessment criteria, relating to assessment and certification of energy efficiency performance tests.

Laboratory Accreditation

- 8.5 The Government takes cognizance of the need to ensure acceptable and compatible quality standards of testing laboratories, and considers that they need to be accredited by some independent bodies.

[#] *HKAS has concluded mutual recognition arrangements with overseas accreditation bodies for testing laboratory accreditation. The list of mutual recognition arrangement partners may change from time to time and the up-to-date list is available from the HKAS website of www.hkas.gov.hk. Partners to these arrangements recognise the accreditations granted by one another as equivalent.*

- 8.6 The criteria of accreditation should be based on ISO/IEC 17025 and accreditation bodies shall operate in accordance with ISO/IEC 17011.
- 8.7 The Authority will recognise accreditation granted by the HOKLAS and by overseas accreditation bodies which have concluded mutual recognition arrangements with HKAS for accreditation of testing laboratories. The Authority will consider accreditation granted by other bodies on a case-by-case basis.

9. Registration and Participation

Registration Procedures

- 9.1 All manufacturers, importers and the other parties involved in the appliance distribution network are welcomed and encouraged to participate in the scheme. For some known manufacturers and importers, invitation letters will be issued to them. However, any party may submit their applications for registration no matter whether they are invited or not.
- 9.2 The proforma letter of invitation is shown in Annex 2.
- 9.3 Applicant should submit formal application to

*Chief Engineer /Energy Efficiency A
Energy Efficiency Office
Electrical & Mechanical Services Department
3 Kai Shing Street, Kowloon
Hong Kong*

by means of an application letter through mail, facsimile or electronic mail. In order to ensure effective implementation of the scheme, the applicant must be committed to fully comply with the duties, responsibilities and obligations set out in this scheme. The proforma letter of application as shown in Annex 3 details the aforesaid obligations and shall be used for application. To facilitate the application process, the application form can be downloaded from EMSD website.

Information/Documents to be Submitted for Registration

- 9.4 Each make and model of an appliance participating in the scheme should be provided with a test report issued by a recognised laboratory. The test report shall contain energy efficiency test and performance test results.
- 9.5 Details of the general and technical information to be submitted together with the application are listed as follows:
- (a) information on the company such as name, address, telephone number, fax, e-mail address, contact person, importer, distributor, etc.;
 - (b) products to apply for participating in the scheme such as names of products, types, brand names, models, countries of origin, etc.;
 - (c) parties that will be responsible for making and fixing the energy labels;
 - (d) commencement date to affix energy labels on appliance;
 - (e) Certificates of Safety Compliance prescribed by the Electrical Products (Safety) Regulation of the HKSAR (Chapter 406G);
 - (f) Detailed test reports shall be provided at least the following relevant technical data for the appliances:
 - rated wattage;
 - usable volume and dimensions;
 - power input/ output and energy efficiency of microwave oven;
 - uniformity by multiple cup test; ;
 - standby mode and off mode power consumption; and
 - grill-mode energy consumption (if applicable)
- 9.6 Company's name and chop should be stamped on all the documents provided. All photocopy test reports submitted to the Authority shall be certified true copy by appropriate organization.

Acceptance of Registration

- 9.7 On receipt of the application, the Authority will process the application and verify whether the appliance meets the energy efficiency and performance requirements based on the submitted data. The accuracy of the submitted data, their inconsistencies and non-compliance will be dealt with in accordance with Section 11.

- 9.8 If the application is accepted, the participant will be notified of the result within 17 working days upon receipt of all necessary information requested. The participants will then be allowed to affix the energy label onto the 'registered' appliance. Both manufacturer and importer of the registered appliance shall ensure that the energy labels are correctly printed and affixed on the appliance in accordance with the requirements of Section 7. The proforma letter of acceptance is shown in Annex 5.
- 9.9 If the application is rejected, the notification letter as shown in Annex 6 will also be given within 17 working days upon receipt of all necessary information requested.
- 9.10 The flow chart for registration is shown in Annex 7.

Participant's Duties, Responsibilities and Obligations

- 9.11 The participant is obliged to:
- (a) submit application and information including test results in accordance with format and procedures set out in Section 9.4 & 9.5;
 - (b) conduct tests via recognised laboratories and to comply with the specified test methodology and classification scheme;
 - (c) produce and affix energy labels at his own costs;
 - (d) fully inform other sales agents in his distribution network once the particular make and model of an appliance is registered;
 - (e) allow random/ad-hoc inspection to be conducted by persons authorized by the Authority on registered appliance at his premises;
 - (f) conduct re-test(s) at his own costs at some recognised laboratories, if non-compliance is found on his appliance. The result of re-test(s) shall reach the Authority within the prescribed period of time specified by the Authority;
 - (g) inform the Authority of any change in the technical information and data that were previously submitted to the Authority together with the application letter;
 - (h) accept the fact that if appliance fails to perform in accordance with the requirements as given in Sections 5 and this cannot be readily rectified, the Authority may order it be de-registered from the scheme; and
 - (i) immediately remove all labels from appliances which had been de-registered.

9.12 The details of the registered appliances will be kept in a register maintained by the Authority. The registration records will be regularly uploaded and maintained in the EMSD internet for public and interested parties for access and information.

Termination

9.13 Under circumstances of poor performance, such as

- (a) (repeated) failure to fulfill obligations set out under Section 9.11; **or**
- (b) in any other case where the Director is of the opinion that registration of an appliance is contrary to the public interest

the Authority may de-register a registered appliance with immediate effect by giving the participant notice in writing. Once an appliance is de-registered, no one is allowed to fix an energy label on it.

De-registration may occur even when there is no legal action taken under either the Trade Description Ordinance (Chapter 326) or the Copyright Ordinance (Chapter 528).

9.14 Participant who decides to discontinue participating in the scheme or to withdraw any registered model from the registered appliances list shall give at least three months' advance notice to the Authority.

10. Legal Provisions

10.1 This scheme is a voluntary scheme. However, a participant who abuses the scheme by giving false information may contravene provisions of the Trade Description Ordinance (Chapter 362).

10.2 No one could take advantage of the scheme by using the label on his appliances without authorization of the Authority as that may constitute an infringement of copyright under the Copyright Ordinance (Chapter 528).

11. Compliance Monitoring and Inspection

Purpose

- 11.1 To uphold credibility of the scheme and to maintain continuous confidence of the consumers, compliance check on energy labels on those appliances participating in the scheme are needed. Also, to avoid the unsatisfactory situation that the non-participating parties taking advantage of the scheme by using unauthorized labels, suitable form of inspection on those unregistered appliances will also be required.

Scope

- 11.2 The scope of inspection includes sample checking and testing the following items:
- (a) whether energy label is positioned as required in Section 7;
 - (b) whether energy label being displayed is of correct format in accordance with Section 7;
 - (c) whether unregistered appliances display unauthorized energy labels;
 - (d) whether the registered appliance complies with the energy efficiency and performance requirements; and
 - (e) whether the data submitted by the participants are correct by random re-testing.
- 11.3 The participants will be requested to take immediate remedial action and report the follow-up action taken if non-compliance is found on their appliances.
- 11.4 For a registered appliance which is found giving inaccurate energy performance data (i.e. discrepancy between the registration data and the test result is more than 5 %), the Authority may request the participant to conduct separate performance tests at his own costs, in accordance with the test methodology as stated in Section 6 in one of the recognised laboratories agreed by the Authority. If non-compliance is confirmed and no remedial action is to be taken by the applicant, the Authority may order it be de-registered from the scheme. Failure to remove energy labels from the de-registered appliances after the Director has withheld his authorization for using such labels may contravene the relevant ordinances.

Inspecting Officers

- 11.5 The Authority will authorize inspecting officers to carry out appliances compliance monitoring and inspection. The officers will carry proper identification cards that will be produced on request during their inspection operations. However, the officer will not inform the participants in advance of their intended inspection operation.
- 11.6 It is the participants' duty to allow the inspecting officers to gain access to their premises to carry out inspection.

Mode of Inspection

- 11.7 Inspections will be carried out on registered appliances under the scheme on random basis. Based on the record of the registration, random inspection programmes will be developed.
- 11.8 In addition to the random inspections, the inspecting officers will carry out ad-hoc inspections in response to complaints. The items to be inspected in such a case will depend upon the nature of complaint and may include all types of inspection as stated in Section 11.2.
- 11.9 Inspections will normally be carried out at the retail outlets and appliances showrooms. Where necessary, inspection will also be done at warehouses.
- 11.10 The inspection results will be properly recorded for future analysis as well as on evaluation of the effectiveness of the scheme.

12. Complaints and Appeal

- 12.1 The Authority will be responsible for dealing with complaints from participant and other parties against matters related to the scheme.

Complaints Handling Procedure

- 12.2 The Director shall ensure that complaints are properly recorded and handled without undue delay.

- 12.3 The Authority shall carry out preliminary investigation on complaints and reply to the complainants within a reasonable time. For complaints that require site inspection and laboratory test, the complainant shall be notified through an interim reply.
- 12.4 The Authority shall inform the complainant of the results or decisions made on the complaint.

Appeal Procedure

- 12.5 A participant who is aggrieved by a decision or action taken by the Authority may appeal to the Director in writing stating the reason for the appeal.
- 12.6 The Director may decide to suspend the decision or action given by the Authority from the day on which the appeal is made until such appeal is disposed of, withdrawn or abandoned unless such suspension would, in the opinion of the Director, be contrary to public interest.
- 12.7 The Director may by notice to the appellant require that appellant to attend before him or his representative and provide documents and give evidence relevant to the appeal.
- 12.8 The Director shall notify the appellant of his decision and reasons for it. The decision will be final and binding.

13. Maintenance of Scheme

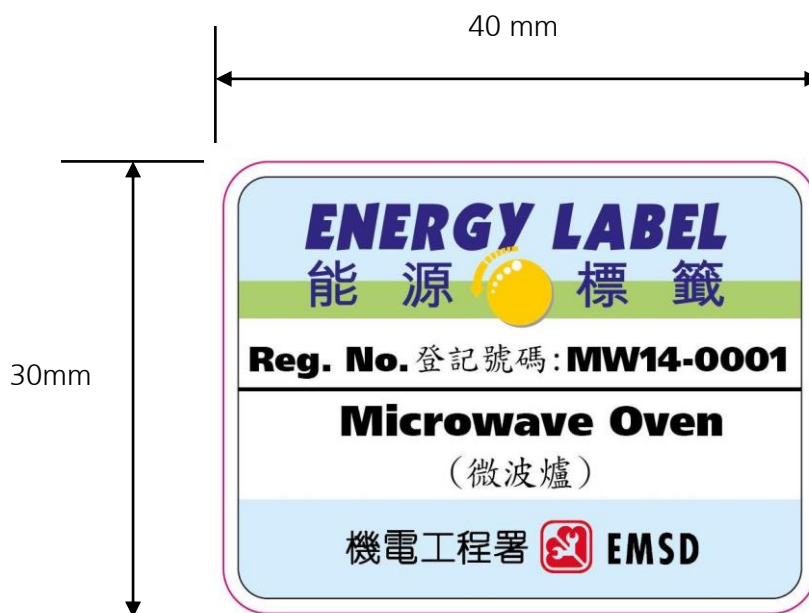
- 13.1 To ensure that the scheme can continue to operate effectively and efficiently after its introduction, a proper system of maintenance is needed.
- 13.2 The maintenance system consists essentially of:
- (a) continuous updating of the lists of participants in the scheme as follows:
 - (i) registered appliances with details such as registration number, date of registration or de-registration if it occurs, energy efficiency data, performance data, make, model and other related information; and

- (ii) registered importers, manufacturers, local agents etc. in the distribution network with details such as address, date of registration or de-registration if it occurs, etc.
 - (b) periodic review of the test standards, procedures for application registration and compliance monitoring, etc. to bring them in line with the latest needs of the manufacturers, importers and retailers, etc.
 - (c) continuous evaluation of the effectiveness of the scheme and assessment of what changes are necessary.
-

14. Future Development

- 14.1 It is hoped that following the implementation of the scheme, the market will phase out appliances of low efficiency and public awareness of using energy efficient products will be much improved.
- 14.2 To further facilitate the public in choosing energy efficient appliances and raise public awareness on energy saving, the Government has introduced a mandatory Energy Efficiency Labelling Scheme (EELS) through the Energy Efficiency (Labelling of Products) Ordinance.
- 14.3 Under the mandatory EELS, energy labels are required to be shown on prescribed products for supply in Hong Kong to inform consumers of their energy efficiency performance. Eight types of prescribed products covered in the mandatory EELS are room air conditioners, refrigerating appliances and compact fluorescent lamps, washing machines, dehumidifiers, televisions, storage type electric water heaters and induction cookers.

The Hong Kong Voluntary Energy Efficiency Labelling Scheme
for Microwave Ovens
Energy Label Format



(Not to Scale)

Soft copies of these labels can be obtained from Energy Efficiency Office, Electrical and Mechanical Services Department.

Proforma Letter of Invitation

Our ref. EMSD/EEO/LB/38
Your ref.

Tel.
Fax.

Date

[Name and Address of Manufacturers/Importers/Agents]

Dear Sir/Madam,

**Invitation of application for registration to participate in
Voluntary Energy Efficiency Labelling Scheme
for Microwave Ovens**

Having gone through the necessary consultations and duly considered the views from various concerned parties, the government has decided to introduce a voluntary energy efficiency labelling scheme for microwave ovens to Hong Kong with effect from (_____). The details of the scheme have been finalized and I enclose herewith a copy of the scheme document for your reference.

Being one of the major microwave ovens manufacturers / importers / agents* in Hong Kong, you are invited to participate in the scheme so as to take part in promoting public awareness in energy conservation and environmental improvement to Hong Kong. If you are interested to participate in the scheme, please apply in accordance with the proforma letter of application (Annex 3 of the scheme document) and submit details including technical information in accordance with Annex 4 of the scheme document to the Chief Engineer / Energy Efficiency A at the following address.

Energy Efficiency Office
Electrical & Mechanical Services Department
3 Kai Shing Street, Kowloon
Hong Kong

Should you need further clarification or information, you are most welcome to contact the undersigned or Mr. _____ on telephone number _____.

Yours faithfully,

for Director of Electrical & Mechanical Services

—

(Note : * *delete as appropriate*)

Proforma Letter of Application

Your ref. EMSD/EEO/LB/38
Our ref.

Tel.
Fax.

Date

Chief Engineer/Energy Efficiency A
Electrical & Mechanical Services Department
3 Kai Shing Street, Kowloon
Hong Kong

Dear Sir/Madam,

Application for registration to participate in Voluntary Energy Efficiency Labelling Scheme for Microwave Ovens

Our company is the (manufacturer/importer/agent*) of _____ in Hong Kong. We support the introduction of the labelling scheme to Hong Kong and would like to be one of the participants in the scheme to promote energy efficiency.

I understand fully the obligations and duties stated in the scheme and will comply with all relevant requirements, in particular those specified below:

- i) conduct tests via recognised laboratories and to comply with the specified test standards;
- ii) produce and affix specified Energy Labels at my own costs;
- iii) allow random/ad-hoc inspection to be conducted by persons authorized by the issuing Authority on registered appliance at my premises;
- iv) conduct re-test(s) at my own costs at some recognised laboratories, if the results of inspection suggest inaccurate energy label information being displayed. The result of re-test(s) shall reach the Authority within the prescribed period time specified by the Authority;
- v) inform the Authority of any change in the technical information and data that were previously submitted to the Authority together with the application letter; and
- vi) accept the fact that if appliance fails to perform in accordance with the required energy efficiency standards and performance as given in Section 5 of the scheme document and this cannot be readily rectified, the Authority may order it be de-registered from the scheme.

The details of information of those appliances that we intend to register with the Authority are shown in the attached document and are submitted herewith for your vetting.

I should be grateful if you would approve my application accordingly in due course.

Yours faithfully,

(Manufacturer/Importer/Agent's Name and Company Chop)

* *delete as appropriate*

Information to be submitted to Energy Efficiency Office

1. Information on the company:
Name, address, telephone and fax nos., E-mail, contact person, importer, distributor, etc.
2. Product to apply for participating in the scheme:
Name of products, types, make, model references, countries of origin, etc.
3. Parties responsible for making and fixing the Energy Labels.
4. Commencement date to affix Energy Labels on appliance.
5. Detailed test reports providing at least the following relevant technical data for the appliances:
 - (a) rated wattage;
 - (b) usable volume and dimensions;
 - (c) power input/ output and efficiency of microwave oven;
 - (d) uniformity by multiple cup test;
 - (e) standby mode and off mode power consumption; and
 - (f) grill-mode energy consumption (if applicable).
6. Documentary proof that the appliance(s) comply with the Electrical Products (Safety) Regulation of the Hong Kong Special Administrative Region.

*Note: Company's name and chop should be stamped on the all documents provided.
All test reports submitted to the office shall be certified true copy by appropriate organization.*

Proforma Letter of Acceptance

Our ref. EMSD/EE0/LB/38
Your ref.

Tel.
Fax.

Date

[Name and Address of Manufacturers/Importers/Agents]

Dear Sir/Madam,

Acceptance of application for registration to participate in Voluntary Energy Efficiency Labelling Scheme for Microwave Ovens

With reference to your application, I am pleased to inform you that your application to participate in the captioned scheme has been accepted.

You are allowed to affix a specified Energy Label onto each and every appliance/equipment* registered under the scheme and the registered appliance(s)/ equipment* are as follows:

<u>Item</u>	<u>Brand</u>	<u>Model No.</u>	<u>Registration No.</u>	<u>Effective date</u>
()	()	(

The registration certificate(s) of appliance registered are ready for your collection.

Should you have queries, please contact the Case Officer, Mr _____ at telephone no. _____ / email: _____ or Mr _____ at telephone no. _____ / email: _____.

Yours faithfully,

for Director of Electrical & Mechanical Services

* Delete as appropriate

Proforma Letter of Rejection

Our ref. EMSD/EEO/LB/38
Your ref.

Tel.
Fax.

Date

[Name and Address of Manufacturers/Importers/Agents]

Dear Sir/Madam,

Rejection of application for registration to participate in Voluntary Energy Efficiency Labelling Scheme for Microwave Ovens

With reference to your letter of application, I regret to inform you that your application for registration to participate in the scheme has not been accepted for the following reasons:

1. _____ etc.

You are most welcome to submit new application again in future, when you have the necessary documents / information to support your application.

Yours faithfully,

for Director of Electrical & Mechanical Services

Flow Chart for Registration

