

INSTRUCTIONS FOR LUMINAIRE MANUFACTURERS

How to Use the NEMA-ALA Matrices and Supplemental form in Conjunction with the ENERGY STAR Qualified Product Information (QPI) Form

1. Choose the ballast model(s) that you plan to use for your submission from the Ballast Matrix
2. Choose the lamp type(s) that you plan to use for your submission from the Lamp Matrix
3. On the Supplemental NEMA/ALA Matrix form:
 - ♦ enter the Manufacturer Name of the submitting company
 - ♦ enter the Lamp Matrix date
 - ♦ enter the Ballast Matrix name and date
 - ♦ enter the first fixture model number as referenced on the QPI form
4. Fill in table for all possible lamp and ballast combinations that will be used in the lighting fixtures listed in the corresponding ENERGY STAR QPI form. (Refer to Supplemental NEMA/ALA Matrix form for instructions on completing the table.)
5. On the ENERGY STAR QPI form:
 - ♦ enter the name of the submitting company
 - ♦ complete Section I- Lamp & Ballast Information in its entirety using the lamp/ballast combination that will most likely ship with the fixture.
 - ♦ complete Section II – Test Results in its entirety. Use the values determined from the table on the Supplemental NEMA/ALA Matrix form and other relevant information from the matrices to complete the QPI form The corresponding titles from each form are shown below:

Supplemental NEMA/ALA Matrix Form	ENERGY STAR QPI Form
Calculate Total Adjusted Lumens [3]	Insert as Total Lumen Output
Calculate Input Watts/Fixture [5]	Insert as Input Power (Watts)
Calculate Efficacy [6]	Insert as Lumens Per Watt

- ♦ Complete Section III, IV, & VI in their entirety
6. Submit the Supplemental NEMA/ALA Matrix form, the ENERGY STAR QPI form, and any additional information that is required for ENERGY STAR qualification (i.e., fixture warranty, safety documentation, etc.) to the address listed in Section V of the QPI Form.)

EPA/ICF will review all of the submitted documents and notify the ENERGY STAR partner if further information is required. When the fixture meets ENERGY STAR requirements, the Partner will receive a formal ENERGY STAR Qualification Letter.