



## **EPEAT, Inc.**

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### **EPEAT Subscriber Sales Reporting**

Section 4.e. of the EPEAT Subscriber Agreement requires that participating manufacturers (subscribers) by April 1 of each year annually report to EPEAT their sales of EPEAT registered products for purposes of estimating the market and environmental impact of EPEAT. In order to maintain the confidentiality of each subscriber's sales information, subscribers report their sales to an organization that consolidates the sales data across manufacturers and reports the consolidated sales data to EPEAT. The Subscriber agreement requires that the EPEAT Board of Advisors (BofA) approve the detail, nature, and format of the data that is required to be reported. In November, 2009, the BofA effectively approved the following description of the data to be reported.

*Subscribers shall report best effort estimates of the calendar year 2009 unit sales of their EPEAT registered products by major product type, country, and registration tier (Gold/Silver/Bronze).*

*In addition, subscribers shall report best effort estimates of the calendar year 2009 unit sales of their EPEAT registered products to the US federal government (all agencies and branches) by major product type.*

*Subject to approval by EPEAT and ITIC, as in past years the Information Technology Industry Council (ITIC) shall act as the data consolidator.*

This description is illustrated by the sales reporting spreadsheet attached [here](#).

In August of 2009 the EPEAT registry changed from being not country-specific to having separate product registries in each of 40 countries. This creates a one-time logical difficulty in reporting 2009 sales by country. To resolve this difficulty, for purposes of 2009 sales reporting, subscribers shall report sales of products as registered in countries as of Dec. 31, 2009, and they shall report sales in those countries for all of 2009. For example, if on Dec. 31 a subscriber had products registered in Germany then that subscriber should report their entire 2009 sales of EPEAT registered products in Germany. If on Dec. 31 they did not have products registered in China then they will report zero (0) sales in China.

For questions on sales reporting please contact Sarah O'Brien,  
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