

FAQ for HARP Database:

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1. How do I make a submission?

The easiest way is to visit the [HARP database website](#) and download the relevant application pack for the product type you are submitting. This gives you all the forms and information you need to provide the necessary documentation and evidence required.

2. Why does a Technical Director need to sign the data application form?

It is part of the scheme requirements laid down by SEAI that a senior person in the company verifies the details of the submission are accurate. This gives increased surety and confidence that the data can be relied upon and that a company is committed to the process.

3. What is a badged appliance?

This is a term used to recognise that in some cases the same product may be sold under different names or have aesthetic variations, sometimes referred to as an OEM or Original Equipment Manufacturer product. In all other respects the products are identical it is just the name that changes. A special form is available to allow you to identify these badged products. You are also required to supply manufacturer information to prove the similarity of products. Similar products with technical variations such as power output for example are not considered to be badged versions of the same product. These would require test data for each separate product (although the test results for those products could be provided on a single test report provided by the accredited test facility).

4. Why do I need to prove the product identity?

Product Identity is a crucial part of the DEAP assessment process for greater reliability. One of the primary purposes of the HARP database is to provide registered BER Assessors with specific product efficiency information which they can use when calculating BERs for dwellings. It is important that the Assessor can correctly identify the product in question. Therefore photographs are required to ensure that an Assessor can easily and accurately identify the product. The name shown on the product should then match that listed on the HARP database. If these do not match then it may not be possible for the assessor to get the requisite performance data from the database. In such cases default values are used. Defaults are generally more pessimistic than accredited results such as those listed on HARP.

5. What evidence do I need to supply to prove the efficiency performance of my product(s)?

This depends upon the type of product. Specific details can be found in the [individual submission packs](#) for the product type you are submitting. Generally speaking it is necessary to supply the test data from an accredited ISO 17025 laboratory. This means

that they have been assessed by an independent accreditation body (approved by the national government in the country of question) to ISO 17025 for the specific test standard to which your product must comply. Although we are aware of many laboratories and their accreditation status, it speeds up the process if you can supply a copy of the accreditation schedule of the lab along with the test report. This quickly confirms the laboratory's capability with respect to the specific product standard in question.

6. How often is the HARP database updated?

The database is updated at the beginning of each month, with new listings (accepted submissions from the previous cycle) appearing on the HARP website on or before the 10th day of each month.

7. How long will it take for my products to appear on the database once I have made a submission?

If you have provided all the forms and necessary evidence and everything is correct then the process is fairly quick. Submissions can be made at any time but entries made after the 15th in a month are not guaranteed to be included in the database at the end of the month. However, we make every effort to ensure that all correct applications received in the month are uploaded to the HARP website at the beginning of the next month.

8. What happens to my submission once it has been received by the HARP administrators?

The HARP database is administrated and managed on behalf of SEAI by KIWA GASTEC at CRE.

Upon receipt of product submission(s) a unique product record is generated by the HARP administration team and a file created to hold all the physical documentation provided. These files are then subject to technical review to ensure all the necessary forms and evidence are present and in accordance with the SEAI requirements (see individual product submission packs for details).

If everything is in order then a single page report is generated (for each product/model) which contains all the data you have submitted. The report(s) are sent to the person who made the submission. It is then their responsibility to check it for correctness and confirm it is acceptable. If any errors are identified these must be raised with the HARP administration team. If not, the report(s) must be signed and dated as accepted and returned to the HARP administration team. Upon receipt of the signed report, the database record is updated by the HARP administration team to ensure that at next upload data the product data is available on the HARP database website.

9. What happens if there are errors with my submission?

In this event the HARP administration team contacts the submitter advising them of the issues and what must be done to address these. The quicker these issues are addressed the quicker the product will appear on the HARP website.

10. Who can I get assistance from if I have questions?

If you are unsure about aspect of the submission process please contact the HARP administration team in the first instance (see [website](#) for current contact details).

11. Which submission pack should I use if I wish to submit a wood chip or pellet boiler to the database?

The correct form to use is the submission pack for solid fuel boilers. This form covers all types of solid fuel boilers including biomass.

- a. My solid fuel test report data is presented on a net basis but I see that the Database reports the data on a gross basis. What data do I need to submit?

Where appropriate all efficiencies are reported on a gross basis. In the case of solid fuel appliances it is usual that the test results are presented on a net basis. This means that these figures must be converted to a gross basis. This can be done in one of two ways:

- If the test report provides gross and net figures, gross can be used directly. This tends to give the most accurate conversion factor.
- In the absence of such data then a default conversion factor is used. These are based upon the fuel type and are taken from Table E4, Appendix E of the Dwelling Energy Assessment Procedure (DEAP).

12. Can I submit multiple solar thermal panel systems (e.g. 3 panels in series) to the HARP database as separate products with efficiency data for the single panel?

Only single solar thermal panels can be submitted to the HARP database, as there is no guarantee that a multiple panel system such as this would perform in the same way as a single panel installed in isolation. However, test results for more than a single product may be shown on a single test report. This is acceptable provided it is endorsed by the accredited test laboratory.