EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT
DIRECTORATE-GENERAL FOR ENERGY
SRD - Shared Resource Directorate
**SRD.2 - Informatics & Logistics**

# European Product Registry for Energy Labelling (EPREL)

## User Guide - 02 Model registration - File upload

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# 1. TABLE OF CONTENTS

## 1.1. Document History

| Version | Date | Comment |
|---|---|---|
| 1.00 | 10/09/2018 | Draft Document created by Oscar MIRALLES (OM) |
| 1.10 | 17/09/2018 | Added note about encoding of the XML file. |
| 1.11 | 19/09/2018 | Added note about encoding of the ZIP file. |
| 1.20 | 12/10/2018 | New Upload Page explained. |
| 1.30 | 15/11/2018 | Results report in XML. |
| 1.40 | 28/11/2018 | Added Brand/Trademark by reference. Document renamed. |
| 1.50 | 07/12/2018 | Added Contact by reference. |
| 1.60 | 18/02/2019 | Added upload asynchronous. |

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## 1.2. Bibliography


[1] EPREL, *Business Glossary*, 2016.

[2] EPREL, *REGULATION (EU) 2017/1369 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 4 July 2017 setting a framework for energy labelling and repealing Directive 2010/30/EU (Text with EEA relevance).*

[3] EPREL, XML Exchange Model, 2018.

[4] EPREL, User Guide - 01 Supplier Registration, 2018.


## 1.3. Abbreviations and Glossary

See document "EPREL – Business Glossary" [1]

In this document, the "Regulation (EU) 2017/1369" [2] is also mentioned as "Regulation".

## 2. Introduction and purpose

"REGULATION (EU) 2017/1369 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 4 July 2017 setting a framework for energy labelling and repealing Directive 2010/30/EU" (hereafter called the 'Regulation') [2] requires the European Commission (EC) to establish a product database where all new models (including second hand imported models), covered by a delegated act ( Energy Labelling regulation) have to be registered before they are placed on the EU market for the first time:

**Article 12**
**Product database**

1. *The Commission shall establish and maintain a product database consisting of a* ***public part****,* ***a compliance part*** *and* ***an online portal*** *giving access to those two parts. The product database shall not replace or modify the responsibilities of the market surveillance authorities.*
2. *The product database shall serve the following purposes:*
    a. *to support market surveillance authorities in carrying out their tasks under this Regulation and the relevant delegated acts, including enforcement thereof;*
    b. *to provide the public with information about products placed on the market and their energy labels, and product information sheets;*
    c. *to provide the Commission with up-to-date energy efficiency information for products for reviewing energy labels;*
3. *The public part of the database and the online portal shall contain the information set out in points 1 and 2 of Annex I respectively which shall be made publicly available. The public part of the database shall meet the criteria in paragraph 7 of this Article, and the functional criteria set out in point 4 of Annex I.*
4. *The compliance part of the product database shall be accessible only to market surveillance authorities and to the Commission and shall contain the information set out in point 3 of Annex I, including the specific parts of the technical documentation as referred to in paragraph 5 of this Article. The compliance part shall meet the criteria in paragraphs 7 and 8 of this Article, and the functional criteria set out in point 4 of Annex I.*
5. *The mandatory specific parts of the technical documentation that the supplier shall enter into the database shall cover only:*
    a. *a general description of the model, sufficient for it to be unequivocally and easily identified;*
    b. *references to the harmonised standards applied or other measurement standards used;*
    c. *specific precautions that shall be taken when the model is assembled, installed, maintained or tested;*
    d. *the measured technical parameters of the model;*
    e. *the calculations performed with the measured parameters;*
    f. *testing conditions if not described sufficiently in point (b).*

   *In addition, the supplier may upload additional parts of the technical documentation on a voluntary basis into the database.*
6. *When data other than those specified in paragraph 5 or not available in the public part of the database would become necessary for market surveillance authorities and/or the Commission for carrying out their tasks under this Regulation, they shall be able to obtain them from the supplier on request.*
7. *The product database shall be established in accordance with the following criteria:*
    a. *minimising the administrative burden for the supplier and other database users;*
    b. *user-friendliness and cost-effectiveness; and*
    c. *automatic avoidance of redundant registration.*
8. *The compliance part of the database shall be established in accordance with the following criteria:*
    a. *protection from unintended use and the safeguarding of confidential information by way of strict security arrangements;*
    b. *access rights based on the need-to-know principle;*
    c. *processing of personal data in accordance with Regulation (EC) No 45/2001 and Directive 95/46/EC, as applicable;*
    d. *limitation of data access in scope to prevent copying larger data sets;*
    e. *traceability of data access for the supplier with regard to its technical documentation.*
9. *The data in the compliance part of the database shall be treated in accordance with Commission Decision (EU, Euratom) 2015/4431. In particular, the specific cyber-security arrangements of Commission Decision (EU, Euratom) 2017/462 and its implementing rules shall apply. The*

*confidentiality level shall reflect the consequential harm resulting from disclosure of the data to unauthorised persons.*

10. *The supplier shall have access and editing rights to the information it enters in the product database pursuant to Article 4(1) and (2). A record of changes shall be kept for market surveillance purposes, keeping track of the dates of any editing.*
11. *Customers using the public part of the product database shall be able to easily identify the best energy class populated for each product group, allowing them to compare model characteristics and to choose the most energy efficient products.*
12. *The Commission shall be empowered to specify, by means of implementing acts, the operational details of the product database. After consulting the Consultation Forum provided for in Article 14, those implementing acts shall be adopted in accordance with the examination procedure referred to in Article 18(2).*

***ANNEX I***

***INFORMATION TO BE ENTERED IN THE PRODUCT DATABASE AND FUNCTIONAL CRITERIA FOR THE PUBLIC PART OF THE DATABASE***

*1. Information to be entered in the public part of the database by the supplier:*

*(a) the name or trademark, address, contact details and other legal identification of the supplier;*
*(b) the model identifier;*
*(c) the label in electronic format;*
*(d) the energy efficiency class(es) and other parameters of the label;*
*(e) the parameters of the product information sheet in electronic format.*

*2. Information to be entered in the online portal by the Commission:*

*(a) contact details of Member State market surveillance authorities;*
*(b) working-plan pursuant to Article 15;*
*(c) minutes of the Consultation Forum;*
*(d) an inventory of delegated and implementing acts, transitional measurement and calculation methods and applicable harmonised standards.*

*3. Information to be entered in the compliance part of the database by the supplier:*

*(a) the model identifier of all equivalent models already placed on the market;*
*(b) the technical documentation as specified in Article 12(5).*
*The Commission shall provide a link to the Information and Communication System on Market Surveillance (ICSMS), which includes the outcome of compliance checks performed by Member States and provisional measures adopted.*

*4. Functional criteria for the public part of the product database:*

*(a) each product model shall be retrievable as an individual record;*
*(b) it shall generate a single viewable, downloadable and printable file of the energy label of each model, as well as the linguistic versions of the complete product information sheet, in all official languages of the Union;*
*(c) the information shall be machine readable, sortable and searchable, respecting open standards for third party use, free of charge;*
*(d) an online helpdesk or contact point for the supplier shall be established and maintained, clearly referenced on the portal.*

This document "EPREL - User Guide - 02 Model registration - File upload" tries to guide a Supplier user in the process of uploading a batch of multiple models into his Supplier Organisation using the UI functionality.

## 3. FILE UPLOAD

The process of uploading a bunch of models manually into a supplier organisation by a supplier will be explained step by step in a simplified way.

### 3.1. Prepare ZIP file

Manual upload of models will be done by uploading a ZIP file containing an XML with all the models to be created in the database and all the attachments (labels, technical documentation) to be uploaded to the file storage of EPREL.

This ZIP file is what it is called “the payload”. This file will be the same when using system-to-system communication, but it will be enveloped in another container that will contain only transport data to be able to be sent using eDelivery.

#### 3.1.1. *ZIP file content structure*

The name of the ZIP file is free; it can be named as supplier whish.

This archive must contain a file named "registration-data.xml" (this name cannot be changed) in its root folder and other necessary attachments. Attachments can go in the root folder but supplier can decide to put them in folders (i.e. folder named “Attachments”), which name and internal structure is decision of the supplier (mind that the references inside the XML file to the attachments must have the correct path according to this folder structure, i.e. “/Attachments/TechnicalDoc/documentModel1.pdf”).

Example of ZIP file contents:

```
productModelRegistrationTable.Zip
├───registration-data.xml
└───Attachments
        ├───TechnicalDoc
        │       ├───documentModel1.pdf
        │       ├───documentModel2.pdf
        │       └───documentModel3.pdf
        └───EnergyLabels
                ├───model1.pdf
                ├───model2.pdf
                ├───model3.pdf
                ├───model4.pdf
                └───model5.pdf
```

**IMPORTANT:** The API used to check ZIP file structures strictly follows ZIP files specifications of PKWARE. Forward slashes ("/") should be used as path separators in ZIP files and not backwards slashes ("\").

### *3.1.2. XML content structure*

“registration-data.xml” is the file with the list of operations (pre-registration of a new model, registration of a new model, corrections...) to be executed on the EPREL database. It is a file with format XML.

In case more than one model has to be created or modified, the section <productOperation> inside the XML has to be repeated for each one of them.

The content has the format of a “Request” message from the XML Data Exchange Model [3]. Once the file will be processed, the report with the results will be sent back in the format of a “Response” message in system-to-system, but in the current case of manual upload, it will be shown in a PDF document that will be downloaded to the supplier PC in a more human readable list of errors or results.

**IMPORTANT:** If the XML file contains special characters like “ä”, it must be encoded and saved in UTF-8 (“ä” must be encoded on 2 bytes). The heading line must be also adjusted: **<?xml version="1.0" encoding="UTF-8" standalone="yes"?>**

The structure and parameters in the tags of the “Request” container <ProductModelRegistrationRequest> are:

| Tag | Tag/ Parameter | | Description |
|---|---|---|---|
| <ns3:ProductModelRegistrationRequest> | | | |
| | REQUEST_ID | | ID of the transaction to be provided by the supplier.<br>It is a free text, but XML reserved characters must be avoided (i.e. &, <, >, etc.) |
| | <productOperation></productOperation> | | There is one operation for each model to create.<br>This section will be repeated as many times as operations (models to create/update/etc.) needed. |
| | <productOperation></productOperation> | | Another operation |
| | <productOperation></productOperation> | | Another operation |
| | … | | Etc. |
| | <SharedTechnicalDocumentation> | | Many technical documentation can be shared by many models in the operations that are going to be defined. This allows sending just once the documents and just referring in the individual operations. To save space in the ZIP. |
| | | REFERENCE | Reference name that will be used when referencing from each operation. |
| | | <DOCUMENT><br></DOCUMENT> | The documents in technical documentation shared.<br>See docstructure |
| | </SharedTechnicalDocumentation> | | |
| </ns3:ProductModelRegistrationRequest> | | | |

The parameters in the tags of the operation <productOperation> are:

| Tag | Tag/ Parameter | Description |
|---|---|---|
| <productOperation> | | |

| | | |
|---|---|---|
| | OPERATION_ID | Unique identifier of the operation, to be defined by the supplier. Useful to match the line from the final report with the line in the XML<br><br>It is a free text, but XML reserved characters must be avoided (i.e. &, <, >, etc.) |
| | OPERATION_TYPE | Available operations to perform on a product model:<br><br>• REGISTER_PRODUCT_MODEL: Legal registration of a product model (compliance data + energy label + product information sheet).<br><br>• UPDATE_PRODUCT_MODEL: Correction of a legal declaration of product model information accordingly to the Article 12(10) of the EU regulation 2017/1369. This operation can only be used to correct errors or to complete an existing product model (in case of pre-registration for example). This operation must not be used in case of changes made on a product that are relevant for the label or the product information (Article 4 (12) of the EU regulation 2017/1369). In that case, a new product model shall be registered.<br><br>• DECLARE_END_DATE_OF_PLACEMENT_ON_MARKET: Declaration of starting date of the 15 years retention period of compliance data. (ON_MARKET_END_DATE) Article 4(6) and 16(q) of the EU regulation 2017/1369.<br><br>• PREREGISTER_PRODUCT_MODEL: Operation used to early get an EPREL_PRODUCT_MODEL_ID that could be used to generate a QR Code. This operation could be useful for suppliers who would like to prepare the packaging of their goods with the energy label a long time before putting their products on the EU market. |
| | REASON_FOR_CHANGE | [Optional]<br><br>Only needed for the operation of type "CORRECT_REGISTERED_PRODUCT_MODEL" when the latest version of the product model is already in status "PUBLISHED" in EPREL.<br><br>• CORRECT_TYPO: supplier has done a mistake when declaring a value and needs correction.<br><br>• CHANGE_IN_STANDARDS: the testing standards can change and some values need to be modified.<br><br>• LABEL_SCALE_RANGE_CHANGE: In a same Delegated Regulation the scale of energy efficiency may change with the years (i.e. Reversible air conditioners classified in energy efficiency classes A - G from 01/01/2013 to 31/12/2014, A+ - F from 01/01/2015 to 31/12/2016, etc.) and model needs to be modified.<br><br>• CHANGE_REQUESTED_BY_MSA: If MSA detects an error or mistake that does not need a new model registration, it can ask the supplier to modify some values of a registered model.<br><br>• ADDED_INFORMATION_NO_EFFECT_ON_DECLARATION: During the lifecycle of a model it might be, that either the company itself produces more helpful information, or clarification, or that it turns out that for communication with MSA this information speeds up their understanding (though strictly speaking not legally necessary). Additional information, that does not change in such a case the model, this cannot lead to a forced change in model number (=no new registration), a change of model would then not make any sense.<br><br>• REQUEST_CHANGE_BY_EXTERNAL_BODY: A Certification Body very frequently detect errors in declared data, sometimes typing mistakes, many times performance data which, after test in Independent Laboratory, need correction ("re-rating"). Data linked to a product can represent up to dozens of values, and it |

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| | | can happen that one, a few, or more, need adjustment. New models each time is not sustainable.<br><br>There is another reason for change in the UI, which is to set the date of end of placement on the market, but it is not necessary in system-to-system because there is a special operation for doing it (DECLARE_END_DATE_OF_PLACEMENT_ON_MARKET). |
| | <MODEL_VERSION></MODEL_VERSION> | See Create new full model |
| <productOperation> | | |

The parameters in the tags of the model <MODEL_VERSION> are:

| Tag | Tag/attribute | Tag | Tag | Description |
|---|---|---|---|---|
| <MODEL_VERSION> | | | | |
| | **General Information** | | | |
| | <EPREL_MODEL_REGISTRATION_NUMBER> </ EPREL_MODEL_REGISTRATION_NUMBER> | | | [Optional]<br>Unique identifier determined at registration time by the EPREL system.<br>This registration number is candidate to be the dynamic part of the link that would present as a QR code in future Energy labels.<br>Needed when doing update, to reference the model in the database to be modified.<br>In creation (registration, pre-registration), it must not be informed. |
| | <MODEL_IDENTIFIER> </MODEL_IDENTIFIER> | | | Model identifier of the product model. |
| | <DELEGATED_ACT> </DELEGATED_ACT> | | | The Delegated Act is requested in order to support the rescaling feature.<br>The same product model (same supplier name/trademark, same model identifier) might have to be registered multiple times with respect of successive revisions of the EU delegated regulations.<br>• EU_1059_2010<br>• EU_1062_2010<br>• etc |
| | <ON_MARKET_START_DATE></ON_MARKET_START_DATE> | | | Date on which the model will be/has been placed on the market (or put into service).<br>Since neither the public, the EC nor MSAs will be able to access to product details before this date the registration will not be considered as effective until the |

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| | | | | ON_MARKET_START_DATE has been reached.<br><br>Time Zones<br><br>To specify a time zone, you can either enter a date in UTC time by adding a "Z" behind the date - like this: <ON_MARKET_START_DATE>2002-09-24Z</ON_MARKET_START_DATE><br><br>or you can specify an offset from the UTC time by adding a positive or negative time behind the date - like this: <ON_MARKET_START_DATE>2002-09-24-06:00</ON_MARKET_START_DATE> or <ON_MARKET_START_DATE>2002-09-24+06:00</ON_MARKET_START_DATE> |
| | <ON_MARKET_END_DATE></ON_MARKET_END_DATE> | | | [Optional]<br><br>Date after which the final unit of the model has been placed on the market.<br><br>This date does not have to be provided at registration time.<br><br>This date will be mainly used to evaluate the retention period as described in EU Regulation 1369/2017 - Article 4.6. |
| | <PRODUCT_GROUP></PRODUCT_GROUP> | | | [Optional]<br><br>Type of product model.<br><br>The "DELEGATED_ACT" is not always sufficient to determine the product group since (E.g. EU Delegated regulation 65/2014 deals with both domestic ovens and range hoods). The 'PRODUCT_GROUP' is therefore needed to avoid ambiguities.<br><br>Mandatory in case of pre-registration.<br><br>Optional in any other cases as it can be implicitly determined on base on the type used for "PRODUCT_GROUP_DETAIL"<br><br>• AIR_CONDITIONER |

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| | | | | • COMBINATION_HEATER<br>• COMBINATION_HEATER_PACKAGE<br>• HOUSEHLD_COMBINED_WASHER_DRIER<br>• HOUSEHOLD_DISHWASHER<br>• HOUSEHOLD_REFRIGERATED_APPLIANCE<br>• HOUSEHOLD_TUMBLE_DRIER<br>• HOUSEHOLD_WASHING_MACHINE<br>• LAMP<br>• LOCAL_SPACE_HEATER<br>• LUMINAIRE<br>• OVEN<br>• PROFESSIONAL_STORAGE_CABINET<br>• RANGE_HOOD<br>• RESIDENTIAL_VENTILATION_UNIT<br>• SOLID_FUEL_BOILER<br>• SOLID_FUEL_BOILER_PACKAGE<br>• SPACE_HEATER<br>• SPACE_HEATER_PACKAGE<br>• TELEVISION<br>• VACUUM_CLEANER<br>• WATER_HEATER<br>• WATER_HEATER_PACKAGE |
| | *Label can be automatically generated by EPREL if supplier accepts it* | | | |

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| | <ENERGY_LABEL xsi:type="ns6:GeneratedEnergyLabel" …> | | | The energy label using the structure "GeneratedEnergyLabel" defined in the model. |
| | | <CONSIDER_GENERATED_LABEL_AS_PROVIDED> </CONSIDER_GENERATED_LABEL_AS_PROVIDED> | | TRUE/FALSE<br><br>Suppliers have to provide Energy labels. The label must also be generated from the EU database.<br><br>As these two obligations can be considered as redundant, suppliers can decide to consider labels generated by the EC database as labels provided in their own.<br><br>By setting the value of the Boolean attribute to TRUE, the supplier request the label, generated from the EC database, to be considered as if it was provided by itself.<br><br>By setting its value to true, the supplier understands that it remains responsible of the content of the label at any time. Supplier shall also undertake to conduct regular checks to ensure the correctness of the generated label. In case of disagreement with the content of the generated label, the supplier remains free to update the product model registration by provided its own version of the label.<br><br>If supplier provides its own label as a file, use the next tag (below). |
| | </ENERGY_LABEL> | | | |
| | *OR Label can be attached as a file in the ZIP file* | | | |
| | <ENERGY_LABEL xsi:type="ns6: SupplierEnergyLabel" …> | | | The energy label using the structure "SuppliersEnergyLabel" defined in the model. |
| | | <FILE_PATH></FILE_PATH> | | If supplier decides not to use the label generated by EPREL, he can upload the label attaching the file to the ZIP.<br><br>URI of the file within the payload.<br><br>Relative reference of the file within the payload archive (zip)<br><br>Eg |

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| | | | | attachments/energyLabel1.pdf<br>/attachments/energyLabel1.pdf |
| | </ENERGY_LABEL> | | | |
| | *Supplier Name/Trademark can be given as a reference to a trademark defined in the supplier organisation's list of trademarks.* | | | |
| | <TRADEMARK_REFERENCE></TRADEMARK_REFERENCE> | | | The value must refer to a Trademark reference (internal code) defined centrally in the EPREL database.<br>Advantage of this option is that trademark names cannot be misspelled as they are defined once at organisation level.<br>The name of the trademark with this reference will be used on generated energy labels and product fiches. |
| | *OR Supplier Name/Trademark can be given as a free text for this model.* | | | |
| | <SUPPLIER_NAME_OR_TRADEMARK><br></SUPPLIER_NAME_OR_TRADEMARK> | | | Name or trademark of the supplier.<br>This value will be used on generated energy labels and product fiches. |
| | **Equivalent Models** | | | |
| | *Base Model* | | | |
| | REFERENCE | | | Reference to the product model.<br>This reference is only needed for base model having equivalences declared within the same transaction (same zip file).<br>This reference can then be used when declaring an equivalent model to target the base model.<br>This reference is not persisted in the EPREL Database.<br>Models, that are equivalent<br>If this is informed, this model becomes "Base model". |
| | *Equivalent Model (making reference to a model REFERENCE in this XML)*<br>*If this tag is informed, the section "Label/Product Information Sheet data" will not be necessary, values will be taken from the "base model".* | | | |

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| | <BASE_MODEL_LOCAL_REFERENCE></BASE_MODEL_LOCAL_REFERENCE> | | | Reference to a base model declared within the same transaction (same zip) and for which no registration yet applies, by targeting the "REFERENCE" attribute of the base model. |
| | *Equivalent Model (making reference to a model already registered in the DB by its Registration Number)*<br>*If this tag is informed, the section “Label/Product Information Sheet data” will not be necessary, values will be taken from the “base model”.* | | | |
| | <BASE_MODEL_REGISTRATION_NUMBER></BASE_MODEL_REGISTRATION_NUMBER> | | | Registration number of the base model as registered in the EPREL DB. |
| | **Technical Documentation** | | | |
| | *Technical documentation can be given as a reference to shared documents.* | | | |
| | <TECHNICAL_DOCUMENTATION xsi:type="ns2:TechnicalDocumentionByReference" …> | | | The technical documentation for the model using the structure defined at “TechnicalDocumentionByReference” in the model.<br>The same technical documentation can be shared by many models. |
| | | REFERENCE | | Reference to the tag <SharedTechnicalDocumentation> in the root of the XML. See Shared technical documentation reference. |
| | </TECHNICAL_DOCUMENTATION> | | | |
| | *OR Technical documentation can be given as individual documents.* | | | |
| | <TECHNICAL_DOCUMENTATION xsi:type="ns2:TechnicalDocumentationDetail" …> | | | The technical documentation for the model using the structure defined at “TechnicalDocumentationDetail” in the model. |
| | | <DOCUMENT> | | There can be multiple documents. |
| | | | <ns2:DESCRIPTION></ns2:DESCRIPTION> | [Optional]<br>Summary/Short description of the content of the document.<br>In the UI is called Title. |
| | | | <LANGUAGE></LANGUAGE> | Indication on the language(s) of the document. Could be multiple.<br>Repeat as many times as languages. |

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|---|---|---|---|---|
| | | | | BG, CS, EN, etc |
| | | | <TECHNICAL_PART><br></TECHNICAL_PART> | Which technical part it is covered by this document according to Article 12.5.<br>Could be multiple.<br>Repeat for each part covered.<br>• ADDITIONAL_PART<br>• CALCULATIONS<br>• GENERAL_DESCRIPTION<br>• MESURED_TECHNICAL_PARAMETERS<br>• REFERENCES_TO_HARMONISED_STANDARDS<br>• SPECIFIC_PRECAUTIONS<br>• TESTING_CONDITIONS |
| | | | <FILE_PATH></FILE_PATH> | URI of the file within the payload. Relative reference of the file within the payload archive (ZIP)<br>E.g.<br>attachments/energyLabel1.pdf<br>/attachments/energyLabel1.pdf<br>(see Attachments) |
| | | </DOCUMENT> | | |
| | </TECHNICAL_DOCUMENTATION> | | | |
| | **Contact Details** | | | |
| | *Contact can be given as a reference to a contact defined in the supplier organisation's list of contacts.* | | | |
| | <CONTACT_DETAILS xsi:type="ns2:ContactByReference" …> | | | The EPREL system proposes a centralised management of the contact details. Contact details can then be updated globally, saving supplier from having to update each individual product model declarations.<br>The reference of the contact detail can be retrieved either directly from the eprel- |

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| | | | | compliance web application or via the ReferenceDataService. |
| | | <CONTACT_REFERENCE></CONTACT_REFERENCE> | | Reference to the contact defined in the EPREL database.<br><br>If the reference not specified, a fall back strategy is applied.<br><br>1 - The system uses "CONTACT_REFERENCE" and links the product to the related contact found in its DB.<br><br>If the CONTACT_REFERENCE cannot be found in the database or this reference is related to a department or organisation that is out of the scope of the submitting system => the registration of the model is rejected.<br><br>2 - If the reference is not specified, the system tries to link the product model to the contact defined at the level of the department (If more than one contact defined at department level => the registration of the model is rejected)<br><br>3 - If the product mode is not linked to a department, the system tries to link the product model to the contact defined at organisation level.<br><br>If more than one contact are defined at organisation level or if there's no contact defined => the registration of the model is rejected.<br><br>The reference of the contact detail can be retrieved either directly from the eprel-compliance web application or via the ReferenceDataService. |
| | </CONTACT_DETAILS> | | | |
| | *Contact can be given structured, valid only for this model.* | | | |
| | <CONTACT_DETAILS xsi:type="ns2:ModelSpecificContactDetails" …> | | | The contact details using the structure “ModelSpecificContactDetails” defined in the model. |
| | | <CONTACT_NAME> </CONTACT_NAME> | | Name of the service or department. |

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|---|---|---|---|---|
| | | <FIRST_NAME></FIRST_NAME> | | Name of the contact person if a natural person. |
| | | <LAST_NAME></LAST_NAME> | | Surname of the contact person if a natural person. |
| | | <PHONE_NUMBER></PHONE_NUMBER> | | Phone number. |
| | | <EMAIL_ADDRESS> </EMAIL_ADDRESS> | | Email address. |
| | | <URL></URL> | | Website address. |
| | | *Address can be given as a single field* | | |
| | | <ADDRESS xsi:type="ns5:SingleFieldAddress" …> | | SINGLE FIELD<br>The address using the structure “SingleFieldAddress” defined in the model. |
| | | | <ADDRESS> </ADDRESS> | Full address as free text. |
| | | </ADDRESS> | | |
| | | *OR Address can be given in a structured way.* | | |
| | | <ADDRESS xsi:type="ns5:DetailedAddress" …> | | DETAILED<br>The address using the structure “DetailedAddress” defined in the model. |
| | | | <STREET_NAME></STREET_NAME> | Street. |
| | | | <STREET_NUMBER></STREET_NUMBER> | Number. |
| | | | <CITY></CITY> | City. |
| | | | < MUNICIPALITY></ MUNICIPALITY> | Municipality |
| | | | < PROVINCE></ PROVINCE> | Province |
| | | | <POSTCODE></POSTCODE> | Postal code. |
| | | | <COUNTRY></COUNTRY> | Country.<br>2 letter code of the country (i.e. ES, UK, etc.). Only EU28 are allowed. |
| | | </ADDRESS> | | |
| | </CONTACT_DETAILS> | | | |
| | **Label/Product Information Sheet data (SPECIF FOR EACH PRODUCT GROUP)**<br>*If we are declaring an “equivalent model” this section is not necessary, see Equivalent Model* | | | |

| | | | | |
|---|---|---|---|---|
| | <PRODUCT_GROUP_DETAIL xsi:type="ns5:Lamp" …> | | | The model details (label/fiche) for a Lamp.<br>This structure is different for each product group. In current version, only “Lamps” are implemented. |
| | | *Example of label/fiche detail for LAMPS (Other Product Groups will have different fields)* | | |
| | | <ENERGY_CLASS></ENERGY_CLASS> | | The energy efficiency class from A++ to E.<br>Legal base :<br>EU Regulation 874-2012 Annex I.1(2).III<br>The energy efficiency class as defined in Annex VI. |
| | | <WEIGHTED_ENERGY_CONS></WEIGHTED_ENERGY_CONS> | | Weighted energy consumption (Ec) in kWh per 1 000 hours.<br>Legal base :<br>EU Regulation 874-2012 Annex I.1(2).IV<br>Definition : Energy consumption in kWh per 1 000 hours, rounded up to the nearest integer and calculated in accordance with part 2 of Annex VII |
| | </PRODUCT_GROUP_DETAIL> | | | |
| </MODEL_VERSION> | | | | |

### *3.1.3. Attachments*

Any files referenced in the “registration-data.xml” file.

Note that the "Attachments" folder name has to be considered as a proposal, files can be in the root if supplier prefers it. Actually, the internal structure of the archive is free since each file path has located from the root folder of the archive (e.g. “/Aattachment/TechnicalDoc/documentModel1.pdf”).

The allowed formats for the attachments are PDF, TXT, DOCX, RTF, XLSX, PPS.

## 3.2. Login EPREL

Once the supplier has prepared the ZIP file with all the models, he has to upload it to EPREL. The supplier will go to the EPREL Compliance Website typing the URL of the site in his favourite internet browser:

Acceptance (testing environment):

https://energy-label.acceptance.ec.europa.eu

Production:

https://energy-label.ec.europa.eu

Before entering EPREL the system will ask him to login with his EU Login account. Login with your EU Login user/password.

NOTE: If user is not registered in EPREL, read the “EPREL - User Guide - 01 Supplier Registration” [4] to know how to register a new supplier organisation and administrator user.

## 3.3. Upload file

Once logged in, the user will be redirected to the EPREL Homepage.

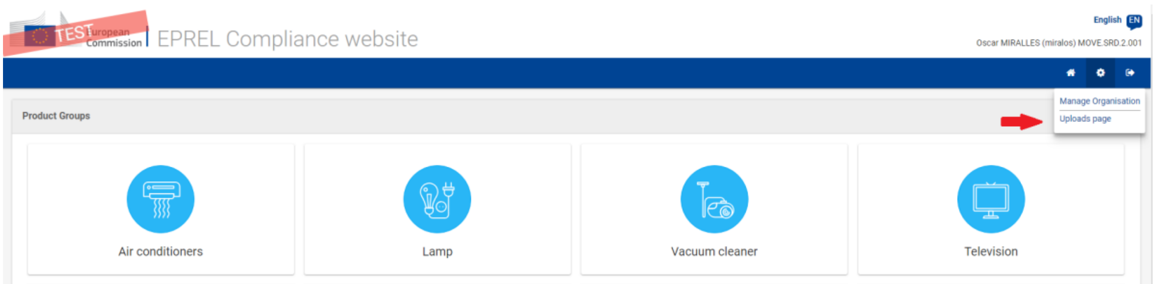


**Figure 1 Homepage**

The Homepage is where the user can go to the individual product group pages. For a Supplier Admin or Supplier User the menu with the wheel icon will appear. Once expanded the user will see the option “Uploads page”, when clicked the user will be redirected to the page to do the upload of files.

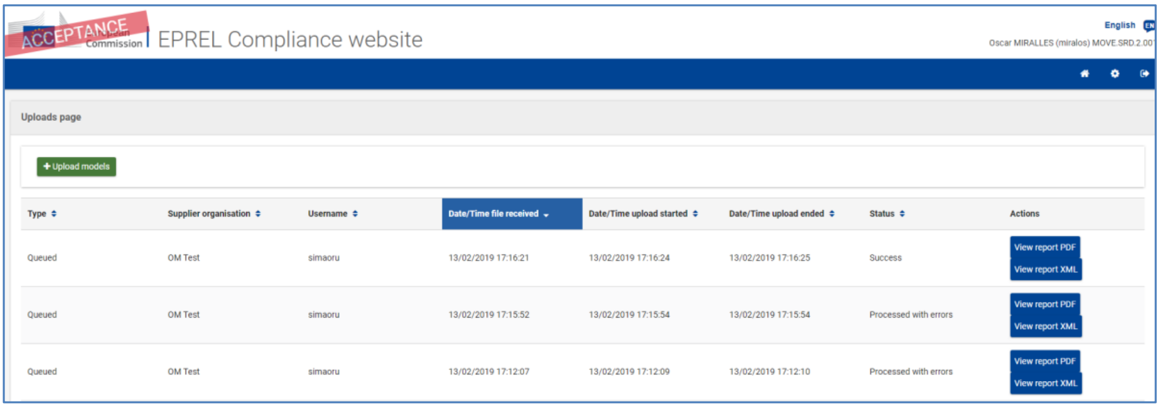


**Figure 2 Uploads page.**

In this page the user will see the list of all the uploads done by users of his organisation, their status, the upload report and he can do his own uploads. List is sorted by Date/Time file received in descending rder by default, but user can sort by any other column. Only 20 results are shown, but user can navigate (First/Previous/Next/Last) between pages to see other results.

When button “Upload models” is clicked, the system will ask the user to browse his folders for the ZIP file to upload. Click “Browse” or drag and drop a valid ZIP file in the dashed area.

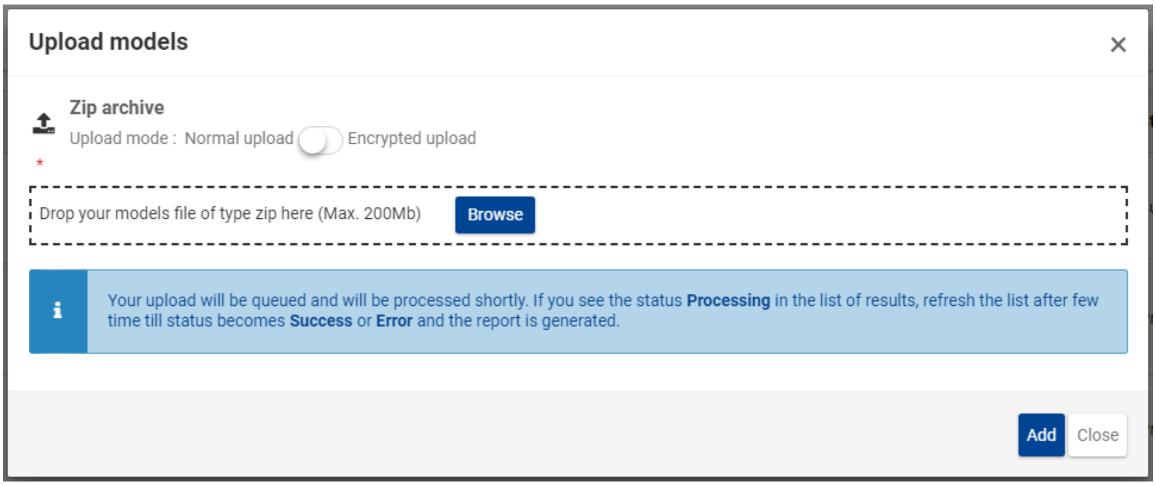


**Figure 3 Browse ZIP file**

Once a file is selected, click the button “Add” and the uploaded file will be queued.

Currently size of the ZIP file is limited to 200Mb; it may be increased in the future if needed.

The process of uploading a ZIP file and creating the models is automatic and transparent to the users. The file is queued and then processed when all the other files uploaded are finished processing. User has to refresh the results list to see the final reports.

## 3.4. Show upload report

The system will log all the errors and successes and will generate a final report at the end of the process.

This report will be produced in a form of a PDF and XML file, if the user wants to see it he will click the button "View report PDF" or "View report XML" in the item of the list corresponding to his last upload; the report will be opened/saved to the PC of the user who made the request.

### *3.4.1. Upload report PDF*

The file name is "report.pdf".

The structure is as follows:

**With global errors:** If there were errors that did not allow the process of the content of the XML to start, they will be shown as.

<table>
<tr><th colspan="2">Product model registration report</th></tr>
<tr><td>Request ID:</td><td>ID of the transaction to be provided by the supplier.<br>See: <ns3:ProductModelRegistrationRequest REQUEST_ID="???"><br>If empty, it means that there was an error in the ZIP file, or format of the XML, or other; and the processing of the XML content has not even started.</td></tr>
<tr><td>Status:</td><td>Final status of the full process:<ul><li>Success: Operation processed successfully. (SUCCESS)</li><li>Processed with warnings: The operation is correctly processed but some potential inconsistencies have been found by the EPREL system. Warnings are returned to suppliers for information in order to prevent inconsistent registration and to enhance the data quality. See operation warning logs for more details. (PROCESSED_WITH_WARNINGS)</li><li>Processed with errors: Operation not allowed. See operation error logs for more details. (PROCESSED_WITH_ERRORS)</li><li>Invalid request: The structure of the request was rejected (invalid zip file structure, invalid xml file, missing attachments, un-trusted file formats...). (FAILED_INVALID_REQUEST)</li><li>Unexpected error: Any other runtime error. (FAILED_UNEXPECTED_ERROR)</li></ul></td></tr>
<tr><td colspan="2">Global errors:</td></tr>
<tr><td>Error Code</td><td>Error message</td></tr>
<tr><td>Alphanumerical error code (i.e. “REGSERV-08”)</td><td>Error message describing what failed (i.e. “The provided file is not a valid ZIP archive.”)</td></tr>
</table>

**With operation errors:** If the content of the XML has been processed, the following section will be shown, even if succeed or failed (This section is repeated for each operation).

<table>
<tr><th colspan="2">Product model registration report</th></tr>
<tr><td>Request ID:</td><td>ID of the transaction to be provided by the supplier.<br>See: <ns3:ProductModelRegistrationRequest REQUEST_ID="???"><br>If empty, it means that there was an error in the ZIP file, or format of the XML, or other; and the processing of the XML content has not even started.</td></tr>
<tr><td>Status:</td><td>Final status of the full process:<ul><li>Success: Operation processed successfully. (SUCCESS)</li></ul></td></tr>
</table>

| | |
|---|---|
| | • **Processed with warnings:** The operation is correctly processed but some potential inconsistencies have been found by the EPREL system. Warnings are returned to suppliers for information in order to prevent inconsistent registration and to enhance the data quality. (PROCESSED_WITH_WARNINGS)<br>• **Processed with errors:** At least one operation failed to be completed. (PROCESSED_WITH_ERRORS)<br>• **Invalid request:** The structure of the request was rejected (invalid zip file structure, invalid xml file, missing attachments, un-trusted file formats...). (FAILED_INVALID_REQUEST)<br>• **Unexpected error:** Any other runtime error. (FAILED_UNEXPECTED_ERROR) |

**Report per operation:**

*This section can show multiple operations:*

| Id | Action | Status | Date | Registration number | Model identifier |
|---|---|---|---|---|---|
| Reference an operation that is part of the issuing registration request.<br><br>See <productOperation OPERATION_ID="???"> | Operation executed.<br><br>See <productOperation OPERATION_TYPE="???"> | Status of the operation:<br><br>• **Success:** Operation processed successfully. (SUCCESS)<br>• **Processed with warnings:** The operation is correctly processed but some potential inconsistencies have been found by the EPREL system. Warnings are returned to suppliers for information in order to prevent inconsistent registration and to enhance the data quality. (PROCESSED_WITH_WARNINGS)<br>• **Forbidden operation:** Operation not allowed. The line is not processed. (FORBIDDEN_OPERATION)<br>• **Operation failed:** For any other issues (incomplete product model, inconsistent request, runtime exception ...) (PRODUCT_OPERATION_FAILED) | Processing date/time of the operation. | Registration number of the product model.<br><br>Internal identifier generated by EPREL when creating the model in the database (Status="SUCCESS"). If empty, the model has not been created due to an error. | Model identifier returned for information, as a reference, in order to ease the processing of the response.<br><br>See <MODEL_VERSION><br><br><MODEL_IDENTIFIER><br><br>???<br><br></MODEL_IDENTIFIER><br><br></MODEL_VERSION> |

*If there were errors when processing one operation, they will be shown as (This section can show multiple errors):*

- **Error/Warning:**

| Criticality | Code | Error message |
|---|---|---|
| Criticality of the failure:<br><br>• Warning<br>• Error | Alphanumerical error code (i.e. "REGSERV-08") | Error message describing what failed (i.e. "Unsupported operation", "The declaration of this product model has been evaluated as incomplete and has not been registered") |

## 3.4.2. Upload report XML

The file name is "report.xml".

The structure and parameters in the tags of the "Response" container <ProductModelRegistrationResponse> are:

| Tag | Tag/ Parameter | | Description |
|---|---|---|---|
| <ns2:ProductModelRegistrationResponse> | | | |
| | REQUEST_ID | | ID of the transaction to be provided by the supplier.<br>It is a free text, but XML reserved characters must be avoided (i.e. &, <, >, etc.) |
| | <PRODUCT_MODEL_OPERATION> | | There is one operation for each model to create.<br>This section will be repeated as many times as operations (models to create/update/etc.) needed. |
| | | EPREL_MODEL_REGISTRATION_NUMBER | Registration number of the product model. |
| | | MODEL_IDENTIFIER | Model identifier returned for information, as a reference, in order to ease the processing of the response. |
| | | OPERATION | Reminder of the original OPERATION type.<br>REGISTER_PRODUCT_MODEL,<br>UPDATE_PRODUCT_MODEL,<br>DECLARE_END_DATE_OF_PLACEMENT_ON_MARKET,<br>PREREGISTER_PRODUCT_MODEL, |
| | | OPERATION_ID | Reference an operation that is part of the issuing registration request. |
| | | OPERATION_STATUS | Status resulting from the execution of the requested operation.<br>• SUCCESS: If the operation was successfully processed<br>• PROCESSED_WITH_WARNING: If non-blocking inconsistencies have been detected in data.(Eg. Ener),<br>• FORBIDDEN_OPERATION: If an operation has been rejected for security reasons (un-trusted attachment, request out of the scope of what the user is allowed to do in EPREL<br>• PRODUCT_OPERATION_FAILED: For any other issues (incomplete product model, inconsistent request, runtime exception ...) |
| | | PROCESSING_DATE | Processing date/time of the operation. |
| | </PRODUCT_MODEL_OPERATION> | | |

| | | | |
|---|---|---|---|
| | <PRODUCT_MODEL_OPERATION><br><br></<br>PRODUCT_MODEL_OPERATION> | | Another operation |
| | <PRODUCT_MODEL_OPERATION><br><br></<br>PRODUCT_MODEL_OPERATION> | | Another operation |
| | … | | Etc. |
| | <GLOBAL_STATUS><br><br></GLOBAL_STATUS> | | Overall status of the transaction.<br><br>• SUCCESS: All the operations were processed successfully<br><br>• PROCESSED_WITH _WARNINGS: All the operations were processed but a warning as was on at least one of them<br><br>• PROCESSED_WITH _ERRORS: At least one operation was in error<br><br>• FAILED_INVALID_REQUEST: The structure of the request was rejected (invalid zip file structure, invalid xml file, missing attachments, un-trusted file formats...)<br><br>• FAILED_UNEXPECTED_ERROR: For any other runtime errors |
| | <GLOBAL_ERROR> | | |
| | | CODE | Alphanumerical error code. |
| | | MESSAGE | Error message |
| | </GLOBAL_ERROR> | | |
| </ns3:ProductModelRegistrationResponse> | | | |

## 3.5. What to do in case of error

After reviewing the final report, if there are any errors found the supplier would have to take the necessary corrective actions (i.e. correct the operations that failed and upload them again in a new ZIP file).

If the operation has failed, the model is not registered in the database and no “Registration number” assigned (column will be null in report), to identify which model has failed use your “Model identifier”. See the “Error message”, correct the data of your model and add the operation to a new XML file to be uploaded with a different ZIP file, only for the erroneous operations. Do not try to upload the same ZIP file again, with same operations, as many operations have succeed already in the previous upload and will return an error due to duplicated models.

## 4. EXAMPLE ZIP FILES

There are many examples of ZIP files with all the possible combinations of XML's in the EPREL Forum:

https://webgate.ec.europa.eu/fpfis/wikis/display/EPREL/EPREL+Guidelines