



Instructions for Electric Motors Appliance Data

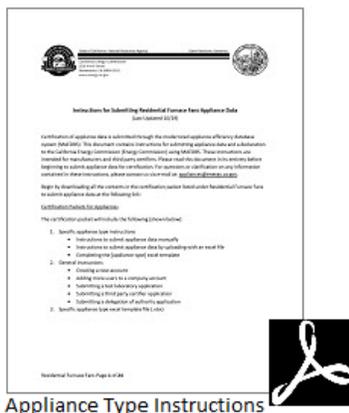
(Last Updated December 2020)

Introduction

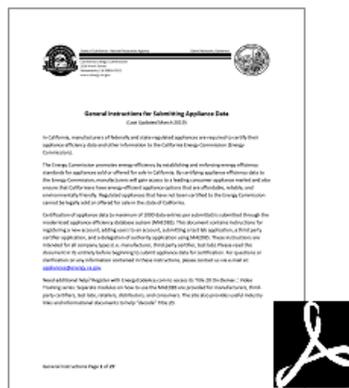
Certification of appliance data to the California Energy Commission (CEC) is done through the Modernized Appliance Efficiency Database System (MAEDbS). This document contains instructions for submitting appliance data and declarations to the CEC using MAEDbS. These instructions are for manufacturers and third-party certifiers. Please read this document in its entirety before submitting appliance data for certification. For questions or clarification on any information contained in these instructions, please contact us via e-mail at appliances@energy.ca.gov.

The certification packet you have downloaded includes the following (shown below):

1. These specific appliance type instructions
 - Instructions to submit appliance data manually
 - Instructions to complete and submit the Electric Motors (MTRS) excel template
2. General instructions
 - Creating a new account
 - Adding additional users to a company account
 - Submitting a test laboratory application
 - Submitting a third-party certifier application
 - Submitting a delegation of authority application
3. Specific appliance type excel template file (.xlsx)



Appliance Type Instructions



General Instructions



Appliance Type Template

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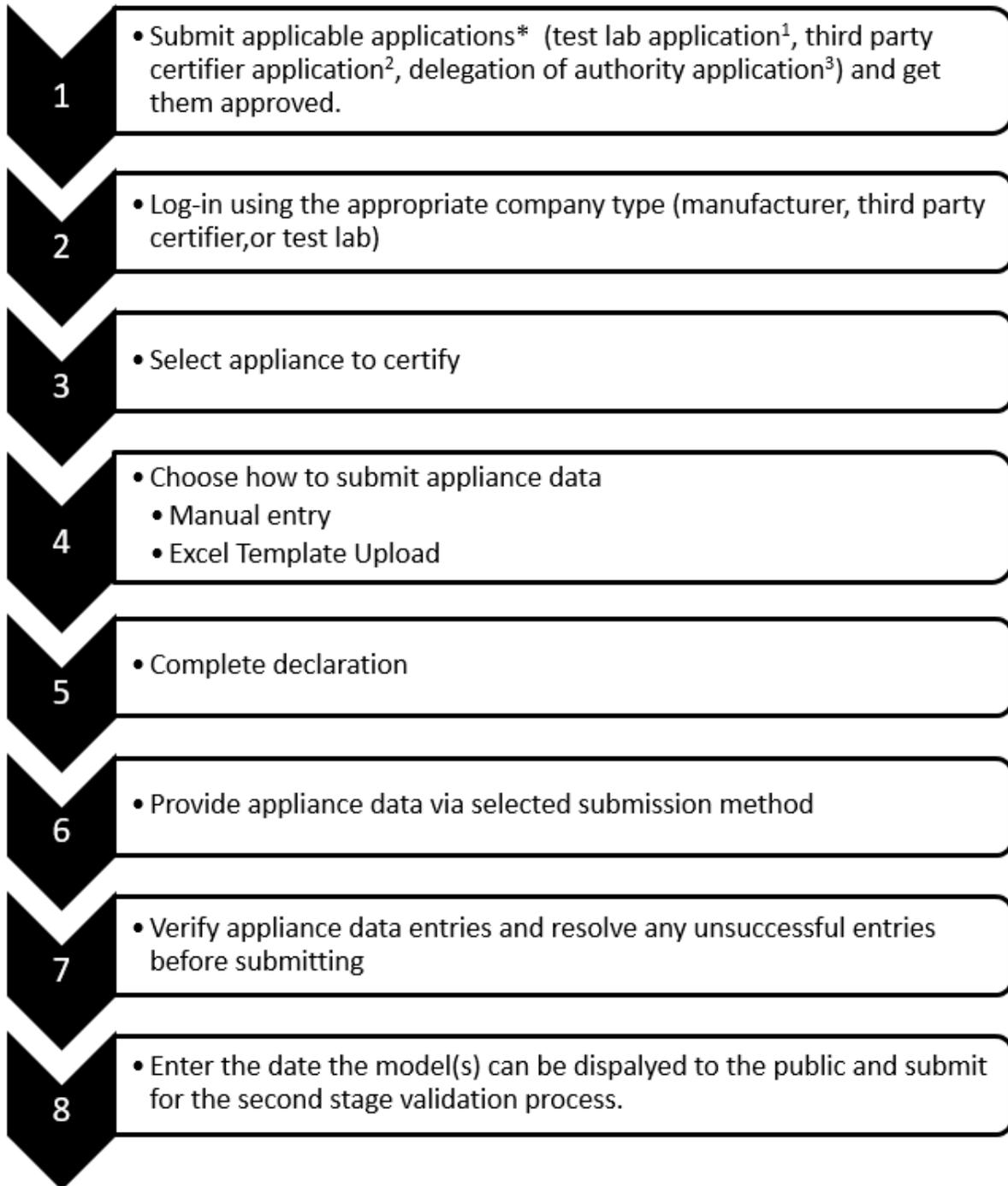
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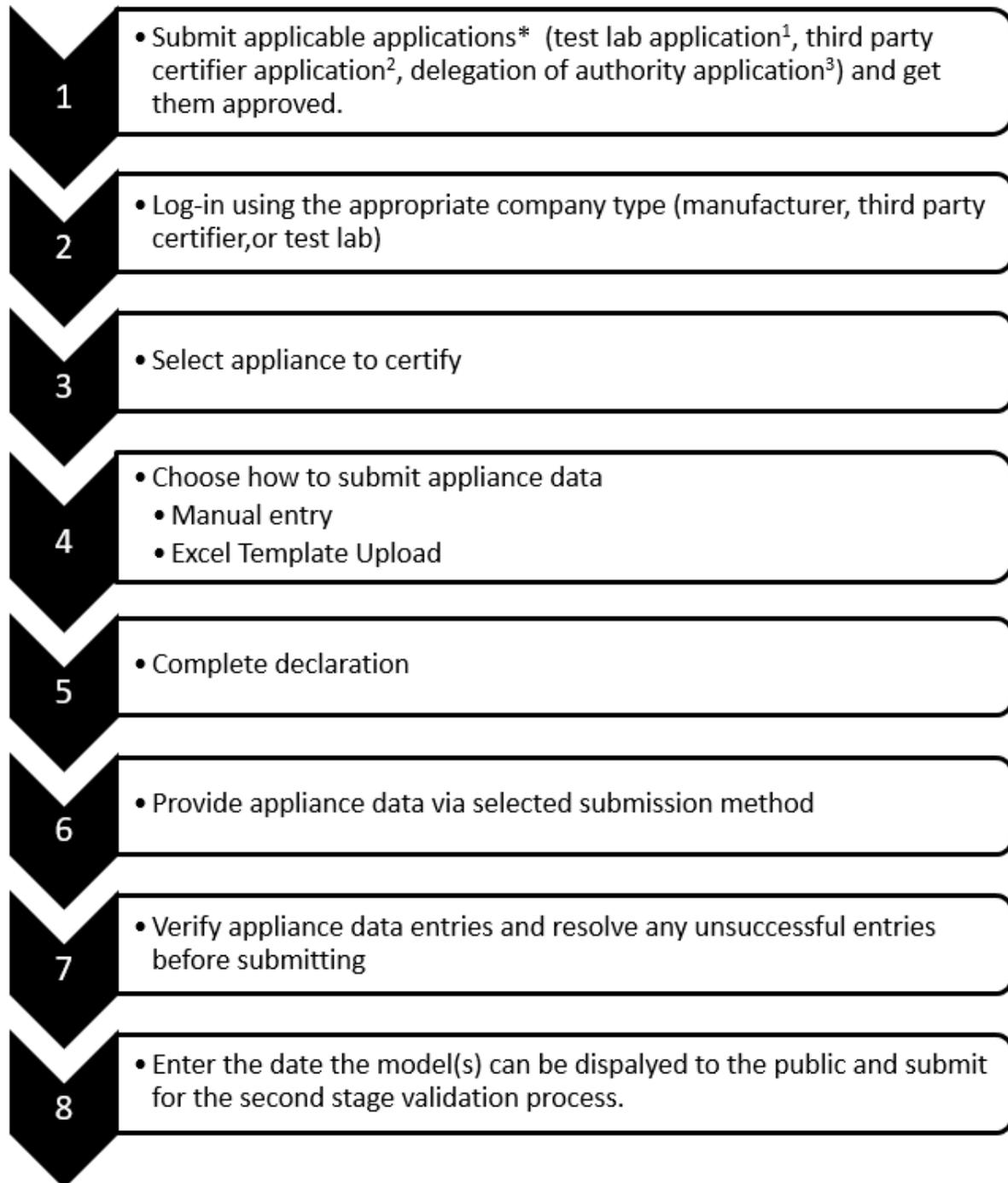
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Process Overview of Submitting Appliance Data using MAEDbS (1st Stage)



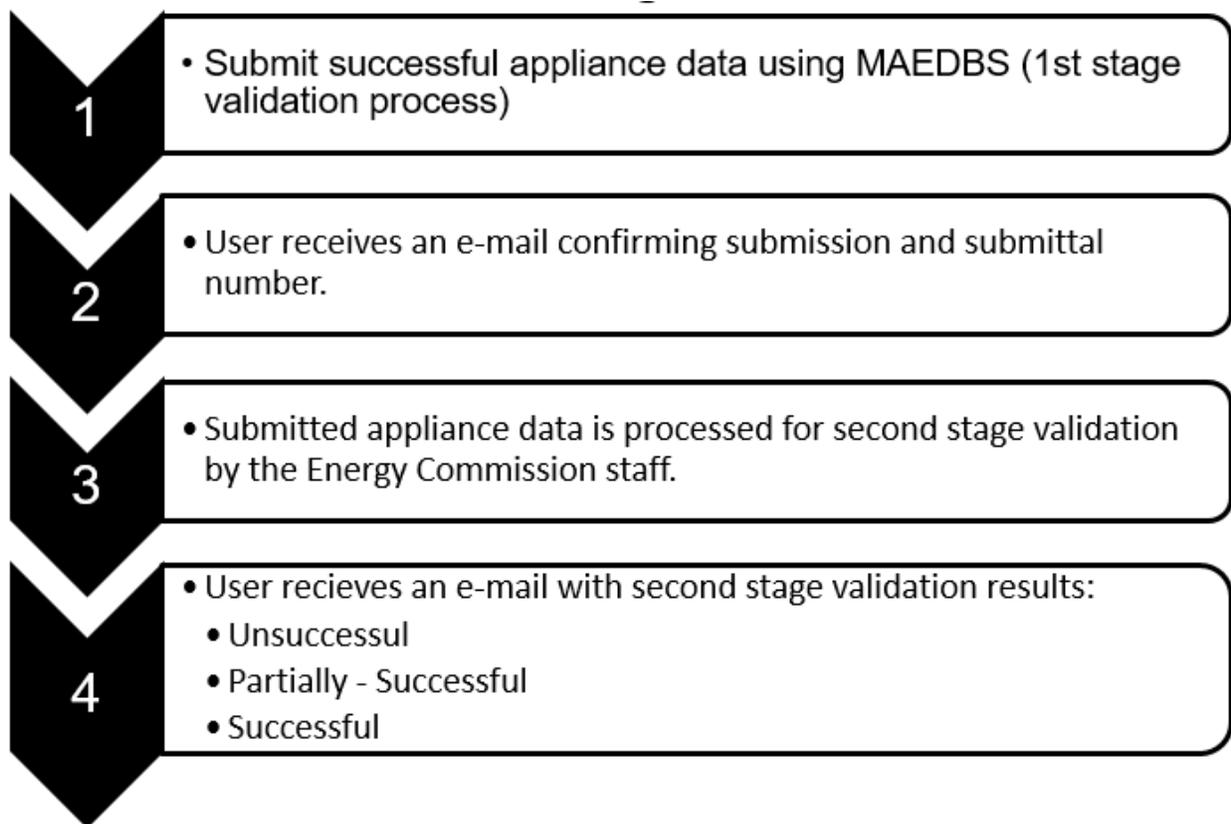
¹The CEC must list a test laboratory before appliance data gathered by them may be certified. To do this the test lab must complete the test laboratory application.

²A third-party Certifier application must be approved by the CEC before a Third-party Certifier may submit on a manufacturer's behalf.

³If a manufacturer elects to provide data through a Third-party certifier, the manufacturer must submit a delegation of authority application giving the Third-party certifier permission to submit appliance data on behalf of the manufacturer.

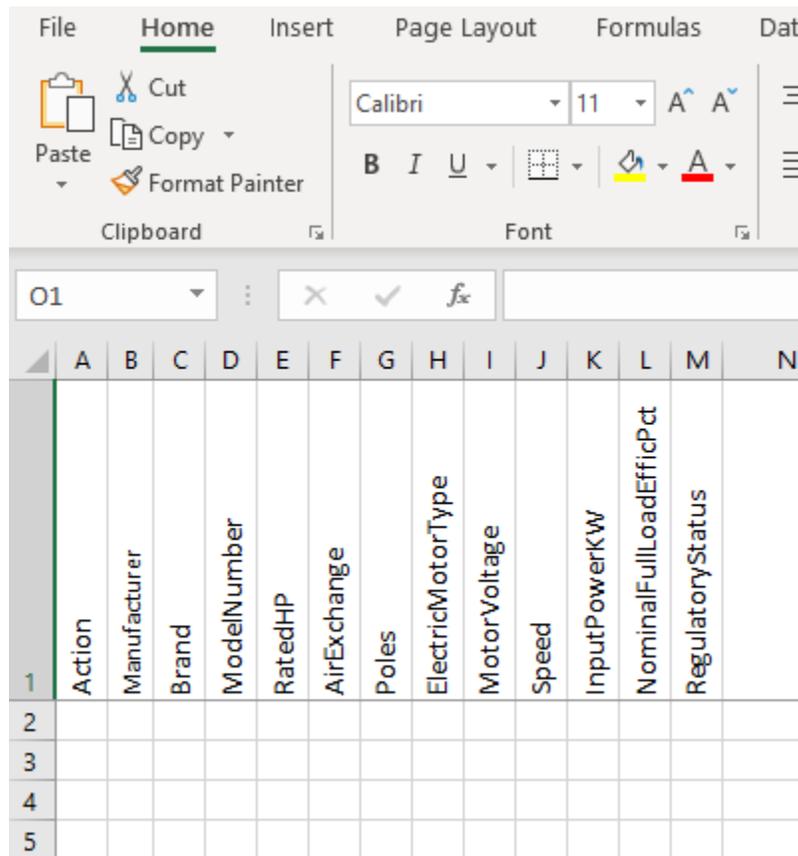
*For more information on applications, refer to the general instructions in the certification packet.

Overview of the 2nd Stage Validation Process



Completing the Excel Template & Manual Entry Page

To upload your data using the excel template, begin by downloading and completing the provided spreadsheet in the Electric Motors (MTRS) certification packet. The excel template included in the certification packet should look like this:



The image shows a screenshot of an Excel spreadsheet template. The ribbon at the top includes 'File', 'Home', 'Insert', 'Page Layout', 'Formulas', and 'Data'. The 'Home' ribbon is active, showing options for 'Clipboard' (Cut, Copy, Paste, Format Painter) and 'Font' (Calibri, 11, Bold, Italic, Underline, Text Color, Background Color). The spreadsheet grid has columns A through N and rows 1 through 5. The first row (row 1) contains the following headers: Action, Manufacturer, Brand, ModelNumber, RatedHP, AirExchange, Poles, ElectricMotorType, MotorVoltage, Speed, InputPowerKW, NominalFullLoadEfficPct, and RegulatoryStatus. Rows 2 through 5 are empty.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Action	Manufacturer	Brand	ModelNumber	RatedHP	AirExchange	Poles	ElectricMotorType	MotorVoltage	Speed	InputPowerKW	NominalFullLoadEfficPct	RegulatoryStatus	
2														
3														
4														
5														

Note: Excel submittal template name cannot exceed 75 characters in length.

Appliance data submitted to the MAEDBS must adhere to the following rules:

- The file format must be Excel 2010 or higher (.xlsx) file.
- **Only one model per row is permissible.** Multiple models submitted in a single row will fail the entire submission.
- Only 1000 models per excel template file are permitted.
- Do not leave any blank rows between rows containing data.
- The top row (Row 1) must contain the prefilled column titles, starting at the top-left cell (cell A1).
- Do not change the column titles in the spreadsheet.
- All column titles must be present in the spreadsheet or the submission will fail.
- For numeric values, do not format the cell to 'round' to meet a desired number length, enter the value as described in the instructions below.
- Do not include any special characters (i.e. `!@#\$%^&*;/?+-) unless otherwise indicated in the instructions.
- If you are adding and deleting the same model, do not include both the add and delete submissions in the same excel file. They must be submitted separately.

For manual entries, the manual data entry page should look like the image below for the appliance type.

Electric Motors

Save

Cancel

Instructions

- Key in appliance data according to associated fields in the import template provided in the instructions for this specific appliance type. If the appliance brand name does not appear in the dropdown, enter it in the free entry field, this will be added to the system after CEC staff processing
- Model data must first be processed by CEC prior to any submissions to change or delete previously submitted model data

*Action

Please Select

*Model Number

Manufacturer

Add Date

Brand

Please Select

New Brand

*Regulatory Status

Please Select

Rated HP

Air Exchange

Please Select

Poles

Electric Motor Type

Please Select

Motor Voltage

Please Select

Speed

Please Select

Input Power KW

Nominal Full Load Efficiency %

Nominal Full Load Efficiency Std

The following instructions are for completing the excel spreadsheet **and** the manual data entry page by entering the data needed to certify your appliance. These instructions are for the Electric Motors (MTRS) appliance type only. Please read all these instructions carefully.

KEY: Manual Entry Field Title [Excel Template Column Heading]:

E: Excel template specific instructions

M: manual entry specific instructions

- **Action [Action]:**

E: Enter the appropriate code in the column representing the action you are performing. Other entries not shown in the table below will be unsuccessful.

M: Select the appropriate code from the dropdown menu of options in the table below.

Code	Action	Description
A	Add	Adding a new model to the database
D	Delete	Deleting a model currently in the database
C	Change	Changing a model currently in the database

Important: For changes, the manufacturer name, model number, brand name, and all unchanged fields must match the original submission. Only fields with actual changes should differ from the original submission. For deletions, all unique fields are required and must match the original data submission. Unique fields will be identified with an asterisk (*) in the instructions.

- **Manufacturer [Manufacturer]*:**

E: Enter the full name of the manufacturer as it appears in the database or in the company account.

M: The manufacturer name is populated automatically using the information from the declaration.

- **Brand [Brand]*:**

E: Enter the full name of the brand which will appear on the appliance and under which the appliance is sold. If both the manufacturer name and the brand name are identical, do not leave the brand field blank.

M: Locate the brand name from the dropdown menu. If it does not appear, enter the full name of the brand which will appear on the appliance and under which the appliance is sold in the ‘New Brand’ field box.

- **Model Number [ModelNumber]*:**

Enter the model number from the following table that corresponds to the design of the electric motor being certified. Enter this number **exactly** as it appears below.

Mot or Hor se- pow er	Model Number Designations							
	Open Motors				Enclosed Motors			
	8 poles	6 poles	4 poles	2 poles	8 poles	6 poles	4 poles	2 poles
1	1HP8 PO	1HP6 PO	1HP4 PO	---	1HP8 PE	1HP6 PE	1HP4 PE	1HP2 PE
1.5	1- 5HP8 PO	1- 5HP6 PO	1- 5HP4 PO	1- 5HP2 PO	1- 5HP8 PE	1- 5HP6 PE	1- 5HP4 PE	1- 5HP2 PE
2	2HP8 PO	2HP6 PO	2HP4 PO	2HP2 PO	2HP8 PE	2HP6 PE	2HP4 PE	2HP2 PE

3	3HP8 PO	3HP6 PO	3HP4 PO	3HP2 PO	3HP8 PE	3HP6 PE	3HP4 PE	3HP2 PE
5	5HP8 PO	5HP6 PO	5HP4 PO	5HP2 PO	5HP8 PE	5HP6 PE	5HP4 PE	5HP2 PE
7.5	7- 5HP8 PO	7- 5HP6 PO	7- 5HP4 PO	7- 5HP2 PO	7- 5HP8 PE	7- 5HP6 PE	7- 5HP4 PE	7- 5HP2 PE
10	10HP8 PO	10HP6 PO	10HP4 PO	10HP2 PO	10HP 8PE	10HP 6PE	10HP 4PE	10HP 2PE
15	15HP8 PO	15HP6 PO	15HP4 PO	15HP2 PO	15HP 8PE	15HP 6PE	15HP 4PE	15HP 2PE
20	20HP8 PO	20HP6 PO	20HP4 PO	20HP2 PO	20HP 8PE	20HP 6PE	20HP 4PE	20HP 2PE
25	25HP8 PO	25HP6 PO	25HP4 PO	25HP2 PO	25HP 8PE	25HP 6PE	25HP 4PE	25HP 2PE
30	30HP8 PO	30HP6 PO	30HP4 PO	30HP2 PO	30HP 8PE	30HP 6PE	30HP 4PE	30HP 2PE
40	40HP8 PO	40HP6 PO	40HP4 PO	40HP2 PO	40HP 8PE	40HP 6PE	40HP 4PE	40HP 2PE
50	50HP8 PO	50HP6 PO	50HP4 PO	50HP2 PO	50HP 8PE	50HP 6PE	50HP 4PE	50HP 2PE
60	60HP8 PO	60HP6 PO	60HP4 PO	60HP2 PO	60HP 8PE	60HP 6PE	60HP 4PE	60HP 2PE
75	75HP8 PO	75HP6 PO	75HP4 PO	75HP2 PO	75HP 8PE	75HP 6PE	75HP 4PE	75HP 2PE
100	100HP 8PO	100HP 6PO	100HP 4PO	100HP 2PO	100H P8PE	100H P6PE	100H P4PE	100H P2PE
125	125HP 8PO	125HP 6PO	125HP 4PO	125HP 2PO	125H P8PE	125H P6PE	125H P4PE	125H P2PE
150	150HP 8PO	150HP 6PO	150HP 4PO	150HP 2PO	150H P8PE	150H P6PE	150H P4PE	150H P2PE

200	200HP 8PO	200HP 6PO	200HP 4PO	200HP 2PO	200H P8PE	200H P6PE	200H P4PE	200H P2PE
250	250HP 8PO	250HP 6PO	250HP 4PO	250HP 2PO	250H P8PE	250H P6PE	250H P4PE	250H P2PE
300	300HP 8PO	300HP 6PO	300HP 4PO	300HP 2PO	300H P8PE	300H P6PE	300H P4PE	300H P2PE
350	350HP 8PO	350HP 6PO	350HP 4PO	350HP 2PO	350H P8PE	350H P6PE	350H P4PE	350H P2PE
400	400HP 8PO	400HP 6PO	400HP 4PO	400HP 2PO	400H P8PE	400H P6PE	400H P4PE	400H P2PE
450	450HP 8PO	450HP 6PO	450HP 4PO	450HP 2PO	450H P8PE	450H P6PE	450H P4PE	450H P2PE
500	500HP 8PO	500HP 6PO	500HP 4PO	500HP 2PO	500H P8PE	500H P6PE	500H P4PE	500H P2PE

- **Rated HP [RatedHP]:**

Enter the rated (nameplate-listed) horsepower of the electric motor. The entry must be a numeric value and should be reported to two (2) decimal places.

- **Air Exchange [AirExchange]:**

E: Enter the appropriate code representing the design of the air exchange system. Other entries not shown in the table below will result as an unsuccessful entry.

M: Select the appropriate option representing the design of the air exchange system from the dropdown menu using the options in the table below.

Code	Air Exchange
E	Enclosed design
O	Open design

- **Poles [Poles]:**

Enter the number of poles of the electric motor, typically 2, 4, or 6. The entry must be a numeric value and should be reported to the nearest whole number.

- **Electric Motor Type [ElectricMotorType]:**

E: Enter the appropriate code representing the general type of electric motor being certified. Other entries not shown in the table below will result as an unsuccessful entry.

M: Select the appropriate option representing the general type of the electric motor from the dropdown menu using the options in the table below.

Code	Type
A	NEMA Design A
B	NEMA Design B
C	IEC Design N
F	Fire Pump Electric Motor
3	General Purpose Subtype II - NEMA Design C
4	General Purpose Subtype II - IEC Design H

- **Motor Voltage [MotorVoltage]:**

E: Enter the appropriate code representing the input voltage the motor is designed for. Other entries not shown in the table below will result as an unsuccessful entry.

M: Select the appropriate option representing the input voltage the motor is designed for from the dropdown menu using the options in the table below.

Code	Voltage
1	Both 230 and 460 volt
2	230 volt
3	Other voltage
4	460 volt
5	Multi-voltage (includes 230 or 460)

- **Speed [Speed]:**

E: Enter the appropriate code representing whether the motor operates at a single speed or can operate at multiple speeds. Other entries not shown in the table below will result as an unsuccessful entry.

M: Select the appropriate option representing whether the motor operate at a single speed or multiple speeds from the dropdown menu using the options in the table below.

Code	Speed
1	Single-Speed
2	Multiple-Speed

- **Input Power KW [InputPowerKW]:**

Enter the input power of the motor, as per the appropriate test method, in kW. The entry must be a numeric value and should be reported to two (2) decimal places.

- **Nominal Full Load Efficiency % [NominalFullLoadEfficPct]:**

Enter the full-load efficiency, as determined using the appropriate test method, in percent. The entry must be a numeric value and should be reported to one (1) decimal place.

- **Regulatory Status [RegulatoryStatus]:**

E: Enter the appropriate code in the column representing the regulatory status. Other entries not shown in the table below will result as an unsuccessful entry.

M: Select the appropriate regulatory status from the dropdown menu from the options in the table below.

Code	Regulatory Status
I	The appliance is federally-regulated commercial and industrial equipment.

Save the excel file as .xlsx format in a location where you will be able to find it when it is time to upload the data file.

Submitting Appliance Data

Log-in

To begin making data submittals, start by signing in to your MAEDBs account.

- If you have not created an account, refer to the general instructions on how to create an account.
- If you have already created an account and the CEC has approved it, log in. Once in your registered account, **select the appropriate company type (if applicable)** and continue to the next section.

The screenshot shows the MAEDBS Log In page. At the top left is the CA.GOV logo and the text 'CALIFORNIA ENERGY COMMISSION'. The main content area is titled 'MAEDBS Log In' and contains the following elements:

- A text input field for '*User ID * (Required)'. A callout box points to this field with the text '1. Log in with registered account.'
- A text input field for '*Password * (Required)'.
- A checkbox labeled 'I have read and agree to the Login Policy'.
- Links for 'Forgot your User ID?' and 'Forgot your Password?'.
- A 'Sign In' button.

Below the login form are three columns of links and descriptions:

- Don't have an account**: Create an authorized CEC account if you are responsible for certifying or testing any products. An account is not required for searching the database. Button: Register new account.
- Public Search**: Search for publicly available appliance information. Button: Appliance Search.
- 3rd Party and Test Laboratory Approvals**: Search for publicly available approval information for 3rd party certifiers and test labs. Test lab applications for the next certification year become available on November 1st each year. Button: Search.

At the bottom, a footer note states: 'Questions related to the new appliance database can be directed to Appliances@energy.ca.gov or to the Appliances Hotline, toll free at (888) 838-1467 or outside California (916) 651-7100 (9 AM to 4:30 PM PST).'



Company Login

Company Type

Please select the company type you would like to proceed as:

- Manufacturer Test Lab 3rd Party Certifier



Company Login

Company Type

Please select the company type you would like to proceed as:

- Manufacturer Test Lab 3rd Party Certifier

Selecting Appliance Type to Certify

After logging in, hover over the 'Applications' tab and select the 'Submit Appliance Data' link.



You will be redirected to the [Select Appliance](#) page (shown below).

Select Appliance

Check here if you are submitting data for Title 24

Select Category	Select Appliance	Type of Entry
Please Select ▼	Please Select ▼	Please Select ▼



Manufacturer User

Select Appliance

Instructions

- If the manufacturer is not listed below, please contact them to submit a Delegation of Authority application.

Check here if you are submitting data for Title 24

Select Category	Select Appliance	Type of Entry
Please Select	Please Select	Please Select
Please select the manufacturer you are submitting on behalf of		
Please Select		



Third-party Certifier User

Choose the following from the dropdown menus:

- **Category:** Motor and Compressor Products
- **Appliance:** Electric Motors
- **Type of Entry:** Choose either 'Manual' or 'Upload Excel'
Note: Choose 'Manual' if you would like to input the data you have collected using the MAEDBS data entry form. Alternatively, Choose 'Upload Excel' if you would like to upload your data using the excel spreadsheet template.
- **Manufacturer you are submitting on behalf of** (for third-party certifier user only): Select the manufacturer you are submitting appliance data on behalf of.
Note: The manufacturer will only be available from the dropdown menu after the manufacturer has submitted a Delegation of Authority application in MAEDBS to allow the third-party certifier to submit appliance data on behalf of them.

After making your selections, click the 'Next' button to begin the appliance submittal declaration.

Completing the Appliance Submittal Declaration

After selecting the appliance type and the type of entry, you will be redirected to the Appliance Submittal Declaration page.

Appliance Submittal Declaration

To meet the requirements of Title 20, companies wishing to certify appliances with the California Energy Commission must provide complete and accurate contact information for themselves and for the test laboratory used to produce the certification data. Companies must then sign this Declaration on the following page. If a test lab was not used (for example, if a manufacturer is requesting only that models be deleted from the certification database), or if an appropriate exception has been met, the Test Laboratory section may be left blank.

Certifying Company

*Certifying Company Name

Address 1 Address 2

City State ZIP/Postal Code Country

Company Website (URL)

*Contact First Name *Contact Last Name

Phone Number Fax Email Address

Manufacturer (if different from Certifying Company)

*Manufacturer Company Name

Address 1 Address 2

City State ZIP/Postal Code Country

Company Website (URL)

Contact First Name Contact Last Name

Phone Number Fax Email Address

Test Laboratory

	Name	Test Methods
No records found		

With each appliance data submission, the appliance submittal declaration application must be completed. By completing and submitting the Declaration application, you are certifying that the appliance efficiency data you have collected is a true and accurate statement of your product's performance. After the Declaration, you will continue to submit data either by entering the information manually or uploading an excel spreadsheet.

The following set of instructions is for completing each section in the appliance submittal declaration.

Section 1 – Certifying Company

- The certifying company name and location information will be pre-populated with the profile information of the user logged in. The contact person information will also be pre-populated with the profile information of the user logged in. To change the contact person to another user associated with the certifying company, click '**Search**' button and select the person from the list. Only approved contact personnel will be appear in the list.

Section 2 – Manufacturer (if different from Certifying Company)

This section applies to third-party certifiers' only.

- The manufacturer name and location information will be pre-populated with the information of the manufacturer you selected when selecting your appliance type and type of entry. An example is shown below:

Select Appliance

Instructions

- If the manufacturer is not listed below, please contact them to submit a Delegation of Authority application.

Check here if you are submitting data for Title 24

Select Category

Fans and Dehumidifiers ▼

Select Appliance

Residential Furnace Fan: ▼

Type of Entry

Upload Excel ▼

Please select the manufacturer you are submitting on behalf of

Please Select ▼

Please Select

California Energy Commission – 1516 9th St

Next

Manufacturer (if different from Certifying Company)

*Manufacturer Company Name

California Energy Commission

Search

Address 1

1516 9th St

Address 2

City

Sacramento

State

CA

ZIP/Postal Code

95814

Country

USA

Company Website (URL)

Contact First Name

Patino

Contact Last Name

Christian

Search

Phone Number

9165552636

Fax

Email Address

christian.patino@energy.ca.gov

- The contact information is pre-populated to the default user associated with that company. To change the contact to another user associated with the company, click the **'Search'** button and select the person from the list. Only approved contact personnel will be appear in the list.

Section 3 – Test Laboratory

To add an approved test laboratory, click the **'Add'** button.

Test Laboratory

	Name	Test Methods
No records found		

Check this to skip adding Test Labs if submittal is for Deleting appliances only

Add

The Company Search page will appear:

- Enter the name of the company or a variation of the company name in the Company Name box and click the **'Search'** button to locate the correct Test Laboratory.
- You can also narrow down your search by selecting the country and/or the appliance type.

Company Search

Enter company search criteria and click search to view results

Company Name <input type="text"/>	Country Please Select ▼	Company Type Test Lab ▼	Appliance Type Residential Furnace Fan: ▼
Company Status Approved ▼	Approval Start Date <input type="text"/>	Approval End Date <input type="text"/>	Search

Search Results

	Company	Type	Address1	City	State	Country
There are no Companies with the given Search Criteria						

Previous

When you have located the approved test laboratory for the appliance data being certified click the **'Select'** link.

Company Search

Enter company search criteria and click search to view results

Company Name	Country	Company Type	Appliance Type
<input type="text"/>	Please Select ▼	Test Lab ▼	Residential Furnace Fan: ▼
Company Status	Approval Start Date	Approval End Date	<input type="button" value="Search"/>
Approved ▼	<input type="text"/>	<input type="text"/>	

Search Results 1 record(s) found

Export To:

	Company	Type	Address1	City	State	Country
<input type="button" value="Select"/>	<input type="checkbox"/> Intertek Testing Service NA, Inc.	Test Lab	3933 US RT 11	Cortland	New York	USA

You will then be automatically redirected back to the Test Lab Search page. The test laboratory's information and the test method(s) they are listed for will appear. Select the appropriate test method in the Test Methods Performed section and click **'Next'** button to continue.

Test Lab Search

Instructions

Click the search button to search through CEC approved Test Laboratories

Search Approved Test Labs

Test Laboratory Name

Intertek Testing Service NA, Inc.

Search

Address 1

3933 US RT 11

Address 2

City

Cortland

State

NY

ZIP/Postal Code

13045

Country

USA

Company Website (URL)

http://www.intertek.com

Test Methods Performed



10 C.F.R. section 430.23(cc) (Appendix AA to Subpart B of part 430)

Previous

Next

The approved test laboratory that was selected will then appear in the test laboratory section in the appliance submittal declaration page. To add more than one approved test laboratory click the **'Add'** button and repeat the previous steps.

Test Laboratory

<input type="checkbox"/>	Name	Test Methods
<input type="checkbox"/>	Intertek Testing Service NA, Inc.	10 C.F.R. section 430.23(cc) (Appendix AA to Subpart B of part 430)

Add **Delete**

If your data submission is only for deleting appliance models currently in the database, a test laboratory is not required. Simply, check the box stating that you are deleting appliance models only.

Test Laboratory

	Name	Test Methods
No records found		

Check this to skip adding Test Labs if submittal is for Deleting appliances only

Section 4 – Declaration

To complete the appliance submittal declaration application:

- Enter your full first name and last name
- Enter your job title
- Select the date

Then click the **'Next'** button to submit the appliance submittal declaration application and to begin submitting the appliance data.

Declaration

I declare under penalty of perjury of the laws of the State of California that:

1. All the information in this statement is true, complete, accurate, and in compliance with all applicable provisions of Sections 1601 – 1609 of Title 20 of the California Code of Regulations.
2. Units of each basic model of appliance for which certification is requested have been tested in accordance with all applicable requirements of Sections 1603 – 1604 of Title 20 of the California Code of Regulations.
3. Section 1606(g) of Title 20 of the California Code of Regulations have been and are being complied with.
4. All units manufactured, distributed or otherwise intended for sale within the State of California have been and are being marked as required by Section 1607 of Title 20 of the California Code of Regulations.
5. The (i) manufacturer's name or brand name or trademark; (ii) model number; and (iii) date of manufacture are permanently, legibly, and conspicuously displayed on an accessible place on each unit.
6. The appliance complies with the applicable energy efficiency, energy consumption, energy design, water efficiency, water consumption, and water design standards in Sections 1605.1, 1605.2, and 1605.3 of Title 20 of the California Code of Regulations.

*Name *Title *Date 

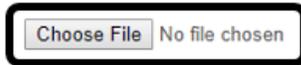
Uploading Data via the Excel Template

After completing the appliance submittal declaration, you will be redirected to the [Upload Document](#) page (shown below). This page only appears if

you selected **'Upload Excel'** while selecting the appliance type (the step before completing the submittal appliance declaration). Click the **'Choose File'** button to locate and upload your completed excel template. After locating and selecting your excel file, click the **'Next'** button to upload the appliance data to the MAEDBS.

Instructions

- Model data must first be processed by CEC prior to any submissions to change or delete previously submitted model data.
- Upload appliance data using the import template provided by the instructions for this specific appliance type.
- Please note that only one excel file can be added at a time.
- **Brand codes are not accepted.**



After clicking the **'Next'** button, the system will upload the appliance data, which could take several minutes depending on the amount of data being uploaded. Once uploaded, you will be redirected to the [Appliance Data List](#) page, which will list all the appliance models in the excel file.

Continue to the [Results of the First Stage Validation Process](#) section in this document.

Uploading Data Manually

After completing the appliance submittal declaration, you will be redirected to the [Appliance Type](#) page (shown below). This page only appears if you selected the type of entry to be **'Manual'** while selecting the appliance type (the step before completing the submittal appliance declaration).

Electric Motors

Save

Cancel

Instructions

- Key in appliance data according to associated fields in the import template provided in the instructions for this specific appliance type. If the appliance brand name does not appear in the dropdown, enter it in the free entry field, this will be added to the system after CEC staff processing
- Model data must first be processed by CEC prior to any submissions to change or delete previously submitted model data

*Action

Please Select ▼

*Model Number

Manufacturer

Add Date

Brand

Please Select ▼

New Brand

*Regulatory Status

Please Select ▼

Rated HP

Air Exchange

Please Select ▼

Poles

Electric Motor Type

Please Select ▼

Motor Voltage

Please Select ▼

Speed

Please Select ▼

Input Power KW

Nominal Full Load Efficiency %

Nominal Full Load Efficiency Std

Please refer to section [Completing the Excel Template & Manual Entry Page](#) in this document to complete the manual data entry page (shown above).

When the required entries are entered, click on the **'Save'** button to save the entry. You will then be redirected to the [Appliance Data List](#) page where you can continue to add more models.

Continue to the [Results of the First Stage Validation Process](#) section in this document.

Results of the First Stage Validation Process

On the [Appliance Data List](#) page, you are able to:

- Review your data before submitting,
- Modify your data by clicking the **'Select'** link next to a specific model,
- Delete a specific model by checking the box next to the model and clicking the **'Delete'** button, and
- Add a new model to your submission by clicking the **'Add'** button (this redirects you to the manual entry page; see the previous section for instructions).

Note: Multiple excel files cannot be submitted simultaneously.

When you are finished, click the **'Next'** button to submit the data for the first stage validation process.

Appliance Data List

	<input type="checkbox"/>	Action	Appliance Category	Appliance Type	Model #	Manufacturer	Brand
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	1	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	2	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	3	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	4	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	5	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	6	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	7	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	8	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	9	California Energy Commission	A
Select	<input type="checkbox"/>	Add	Fans and Dehumidifiers	ResidentialFurnaceFans	10	California Energy Commission	A

[Delete](#) [Add](#)
[Previous](#) [Next](#)

After the system processes the appliance data, you will be redirected to the results page. If all entries pass first stage:

- Select the date the models can be displayed to the public
- Then click the **Submit** button to submit the appliance data for the second stage validation process.

Results

Submit

Cancel

Display-By Date

*Please enter the date these models can be displayed to the public



Passed 8 record(s) found

Appliance Type	Model #	Manufacturer	Brand
ResidentialFurnaceFans	1	California Energy Commission	A
ResidentialFurnaceFans	2	California Energy Commission	A
ResidentialFurnaceFans	3	California Energy Commission	A
ResidentialFurnaceFans	4	California Energy Commission	A
ResidentialFurnaceFans	5	California Energy Commission	A
ResidentialFurnaceFans	6	California Energy Commission	A
ResidentialFurnaceFans	7	California Energy Commission	A
ResidentialFurnaceFans	8	California Energy Commission	A

For cases that result in failed appliance data, please refer to the Troubleshooting section in this document.

First Stage vs. Second Stage Validation

First Stage Validation

- The first stage validation process is the process of submitting data through MAEDBS for quality check of the appliance data.

Second Stage Validation

- CEC staff next process successful submissions to the MAEDBS.
- The second stage validation process verifies if the appliance data meets federal and state standards.

Troubleshooting

If some or all models fail, they will appear in the Failed section in the results page (shown below). The reasons for failing are applicable to both types of entries. To view the reasons why the model(s) failed, click the **‘View Failure Reasons by Category’** link.

Results Cancel

Display-By Date

*Please enter the date these models can be displayed to the public
 

Passed 8 record(s) found

Appliance Type	Model #	Manufacturer	Brand
ResidentialFurnaceFans	1	California Energy Commission	A
ResidentialFurnaceFans	2	California Energy Commission	A
ResidentialFurnaceFans	3	California Energy Commission	A
ResidentialFurnaceFans	4	California Energy Commission	A
ResidentialFurnaceFans	5	California Energy Commission	A
ResidentialFurnaceFans	6	California Energy Commission	A
ResidentialFurnaceFans	7	California Energy Commission	A
ResidentialFurnaceFans	8	California Energy Commission	A

Failed 2 record(s) found

Appliance Type	Model #	Manufacturer	Brand
Select ResidentialFurnaceFans	9	California Energy Commission	A
Select ResidentialFurnaceFans	10	California Energy Commission	A

[View Failure Reasons by Category](#)

Re-Upload
Previous

The Failure Reasons List page will appear (shown below) showing the reason(s) why a specific model was unsuccessful. After determining the reason of failure, if the data can be corrected, click the **‘Previous’** button (bottom right of the page) to return to the **‘Results’** page.

Failure Reasons List

Furnace Fan Type must be 1, 2, 3, 4, 5, 6, 7, 8.

Manufacturer	Brand	Model #
California Energy Commission	A	9
California Energy Commission	A	10

Previous

From the Results page, select '**Re-Upload**' to upload the corrected version of your excel file or click the '**Select**' next to the model you wish to correct. Using the latter will open the manual data entry page.

Results

Cancel

Display-By Date

*Please enter the date these models can be displayed to the public

Passed 8 record(s) found

Appliance Type	Model #	Manufacturer	Brand
ResidentialFurnaceFans	1	California Energy Commission	A
ResidentialFurnaceFans	2	California Energy Commission	A
ResidentialFurnaceFans	3	California Energy Commission	A
ResidentialFurnaceFans	4	California Energy Commission	A
ResidentialFurnaceFans	5	California Energy Commission	A
ResidentialFurnaceFans	6	California Energy Commission	A
ResidentialFurnaceFans	7	California Energy Commission	A
ResidentialFurnaceFans	8	California Energy Commission	A

Failed 2 record(s) found

	Appliance Type	Model #	Manufacturer	Brand
Select	ResidentialFurnaceFans	9	California Energy Commission	A
Select	ResidentialFurnaceFans	10	California Energy Commission	A

[View Failure Reasons by Category](#)

Re-Upload

Previous

Many 'reasons of failure' can be corrected by following the instructions in the [Completing the Excel Template & Manual Entry Page](#) section in this document.

For more help you can also view our most frequently asked questions document at <http://energy.ca.gov/appliances/forms/index.html>.

Contact Information

For any questions, assistance, or clarification, please contact us via email at appliances@energy.ca.gov or by calling our Appliances Hotline toll free at (888) 838-1467 or outside California at (916) 651-7100. Our normal operating hours are from Monday-Friday from 9am to 12pm and 1pm to 4:30pm.