

Lighting Global Test Laboratory Application Submission Instructions

Version 3, May 2016

In April 2013 the International Electrotechnical Commission (IEC) published technical specification 62257-9-5: *Recommendations for small renewable energy and hybrid systems for rural electrification - Part 9-5: Integrated system - Selection of stand-alone lighting kits for rural electrification*. IEC 62257-9-5 is now the official test methods document for testing pico-products for Lighting Global. Similar methods are referenced in the Lighting Global Solar Home System Kit Quality Assurance Protocols for testing plug-and-play solar home system kits. Now that the Lighting Global test methods are published as an international technical specification, test laboratories that are not currently part of the Lighting Global network can apply to provide product-testing services to off-grid lighting manufacturers according to the Lighting Global test methods. However, results from a particular test laboratory will not be accepted as valid unless the laboratory has been pre-approved by the Lighting Global program and has signed a cooperation agreement with Lighting Global / IFC that specifies the nature of the relationship between the lab and the program.

This document provides information on the Lighting Global Test Laboratory Application; this application is one of the key requirements for test laboratories to complete before they may become approved to provide test results for use by the Lighting Global program. The other requirements for producing valid test results are explained in a related policy: *Lighting Global Product Testing Policy (version 2)*.¹

The Lighting Global Test Laboratory Application asks for information in three distinct areas:

1. **All key personnel that will be involved in the product testing and/or results reporting processes must submit curricula vitae.** In addition, the test laboratory should submit a list of the testing and/or results reporting processes that each team member will participate in.
2. **The test laboratory must submit a list of all key equipment that will be used in testing,** along with specifications sheets for each piece of equipment.
3. **The test laboratory must provide proof of holding the appropriate accreditation(s)** to conduct Quality Test Method (QTM) tests according to the latest edition of IEC 62257-9-5 and/or the Lighting Global Solar Home System Kit Quality Assurance Protocols.

Completing and Submitting the Test Laboratory application:

The following pages represent the cover page and verification page for the Lighting Global Test Laboratory application, respectively. Please generate all of the documentation the cover page asks for and check off all of the related boxes, then sign the application at the bottom and email it to testing@lightingglobal.org.

NOTE: Materials should be submitted in English, when possible.

¹ This policy document can be downloaded from the Lighting Global Program Documents webpage (www.lightingglobal.org).

Lighting Global Test Laboratory Application

Version 2

Part 1

Generate and attach a list of all key personnel that will be involved in the product testing and/or results reporting processes. This list should include the person's full name, any titles the person has earned, and a list of all key processes the person will be involved in (i.e., a list of each test that person will conduct and/or a list of which test's results the person will review/report). In addition, the curricula vitae for all personnel represented in the list should be attached.

The following are attached to fulfill the requirements of Part 1:

- ☐ A list of all key personnel involved in the testing and/or reporting processes
- ☐ Curricula vitae for all personnel represented in the list

Part 2

Generate and attach a list of all equipment that will be used in each of the product testing procedures (e.g., full-battery run time, light output, etc.). In addition, the specifications sheets for each piece of equipment represented in the list should be attached.

The following are attached to fulfill the requirements of Part 2:

- ☐ A list of all equipment that will be used in each of the product testing procedures
- ☐ Specifications sheets for each piece of equipment represented in the list

Part 3

Generate and attach a list of laboratory accreditations relevant to off-grid lighting product testing. The list should be separated into four sections: 1) ISO accreditations, 2) Photometric testing accreditations, 3) PV module testing accreditations, and 4) Energy storage and electronics testing accreditations. In addition, the documents verifying each of the accreditations represented in the list should be attached.

The following are attached to fulfill the requirements of Part 3:

- ☐ A list of all relevant laboratory accreditations in the four key sections mentioned above
- ☐ Lab accreditation documentation verifying each of the accreditations represented in the list

Completing the Application

- ☐ I hereby certify that the statements and information in this application form are true and correct to the best of my knowledge and belief.

x _____
(signature) (date)

Name: _____

Title: _____

Organization: _____

When completed, please generate a .pdf containing all of the materials (organized into Part 1, Part 2, and Part 3) and send to testing@lightingglobal.org.