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ENERGY STAR Data Center Infrastructure Rating Development

Data Collection Instructions

Getting Started

Step 1: Complete and return the *Participant Expression of Interest Form*. Email the form to ENERGYSTARdatacenters@icfi.com as soon as possible, and no later than **June 1, 2008**.

Step 2: If the data center is housed in a larger building that does not directly support the function of the data center (such as an office building), ensure that the data center is submetered to isolate data center operations and account for all energy in the data center only.

Step 3: Ensure that equipment is metered properly to allow you to collect the data needed on "Tab 3 – IT Measurement" of the *ENERGY STAR Data Center Data Collection Form* Excel file.

Data Collection Phase

Participants must collect 12 consecutive months of IT and building (whole building if stand-alone or data center portion only if within a larger building) energy use data, and submit this data no later than **June 1, 2009**.

Step 1: Initiate the collection of IT and building energy use data no later than **June 1, 2008**. Be sure to carefully follow all instructions included in the *Data Collection Form* Excel file.

Step 2: Once you have collected 1 complete month of IT and building energy use data, return the *Data Collection Form* Excel file with all tabs completed as thoroughly as possible to ENERGYSTARdatacenters@icfi.com. This will allow for an early review to ensure that you are collecting data as required. Continue recording energy data during and after this submission.

Step 3: Attend the ENERGY STAR data collection Q&A web conference in May 2008. Participants that have begun to collect data will be able to ask questions about the process.

Step 4: Submit your *Data Collection Form* Excel file, completed as thoroughly as possible, to EPA's contractor (ICF International) on a quarterly basis. E-mail the file to ENERGYSTARdatacenters@icfi.com no later than the following dates:

- September 1, 2008
- December 1, 2008
- March 1, 2009

Step 5: Attend ENERGY STAR quarterly web conferences to review progress in the data collection effort and to learn of preliminary findings. These web conferences will be held in October 2008, January 2009, and April 2009.

Send all questions to: ENERGYSTARdatacenters@icfi.com