

OPERATIONS MANUAL

AIR-TO-AIR ENERGY RECOVERY VENTILATORS CERTIFICATION PROGRAM



AHRI ERV OM – MARCH 2020

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PREFACE

The following manual outlines the procedures and policies of the Performance Certification Program for Air-to-Air Energy Recovery Ventilation Equipment (ERV) operated by the Air-Conditioning, Heating, and Refrigeration Institute (AHRI). This manual is to be used in conjunction with the AHRI General Operations Manual for AHRI Certification Programs. Where the AHRI General Operations Manual and this product-specific manual differ, this product-specific operations manual shall prevail.

The revision of this manual supersedes all previous revisions. The current edition of this manual, as well as the AHRI General Operations Manual, can be accessed through the AHRI website, www.ahrinet.org.

The ERV Certification Program by AHRI provides for independent verification of the ERV manufacturers' stated equipment performance. Safety criteria are not within the scope of this program.

Participation in the program is voluntary. Any manufacturer, regardless of AHRI membership, may obtain approval of Program Ratings and use of the AHRI ERV Certification Mark hereinafter referred to as the "Mark". The Mark is the Participant's public representation that the ratings of randomly selected samples have been verified by an independent laboratory in accordance with test procedures prescribed by this Operations Manual. A Certification Agreement is executed between the manufacturer and AHRI specifying the conditions under which such Ratings and the Mark may be used. No manufacturer has the right to use Program Ratings or to state that their products have been tested in conformance with the procedures outlined in this Rating Procedure unless and until they have received written authority from AHRI to use the Mark as applied to the specific approved Program Ratings.

This Operations Manual has been prepared to assure that administration of the program is carried out in a uniform manner. It is an amplification of the Certification Agreement signed by licensees and AHRI. General information, procedural details, and copies of forms are included in this Operations Manual. Provisions of this Operations Manual may be amended as provided in the Certification Agreement.

This certification program complies with requirements of the ISO/IEC Standard 17065:2012, *General Requirements for Bodies Operating Product Certification Systems*.

Note:

This manual supersedes Air-to-Air Energy Recovery Ventilation Operations Manual, October 2018.

CERTIFICATION OPERATIONS MANUAL FOR
AIR-TO-AIR ENERGY RECOVERY VENTILATION EQUIPMENT

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1. Program Overview

1.1 Applicable Rating Standard. It is mandatory for program Participants to comply with the provisions of the latest edition of AHRI Standard 1060 (I-P), Performance Rating of Air-to-Air Heat Exchangers for Energy Recovery Ventilations Heat Equipment (Standard). A copy of the Standard is available for download from the AHRI website, www.ahrinet.org.

1.2 Product Definitions. All terms in this document shall follow the AHRI General Operations Manual and the Standard definitions unless otherwise defined in this section.

1.2.1 Air-to-Air Energy Recovery Ventilation Equipment. Energy recovery components and packaged energy recovery ventilation units which employ Air-to-Air Heat Exchangers to recover energy from exhaust air for the purpose of pre-conditioning outdoor air, prior to supplying the conditioned air to the space, either directly or as part of an air-conditioning (to include air heating, air cooling, air circulating, air cleaning, humidifying and dehumidifying) system.

1.2.1.1 Air-to-Air Heat/Energy Exchanger. A device that transfers heat/energy from an exhaust airstream to a separated supply airstream.

1.2.1.1.1 Heat Pipe Heat Exchanger. A device employing tubes charged with a fluid for the purpose of transferring sensible energy from one airstream to another. Heat transfer takes place through the vaporization of the fluid exposed to the warmer airstream and condensation of the fluid in the cooler airstream.

1.2.1.1.2 Plate Heat Exchanger. A device for the purpose of transferring energy (sensible or total) from one airstream to another with no moving parts. This exchanger may incorporate parallel, cross or counter flow construction, or a combination of these to achieve the energy transfer.

1.2.1.1.3 Rotary Heat Exchanger. A device incorporating a rotating cylinder or wheel for the purpose of transferring energy (sensible or total) from one airstream to the other. It incorporates heat transfer material, a drive mechanism, a casing or frame, and includes any seals which are provided to retard the bypassing and leakage of air from one airstream to the other.

1.2.1.2 Packaged Energy Recovery Ventilation Units. A device that utilizes one of the components listed in Section 1.2.1.1.

1.2.1.3 Published Ratings. Ratings published using media other than the Participant's Selection Rating Software listed in the AHRI Directory at the time of publication. All Published Ratings shall be generated using the Participant's Selection Rating Software listed in the AHRI Directory at the time of publication. Published Ratings shown in a Selection Rating Software shall reference the Selection Rating Software used to generate the certified performance with the following:

- Software name; and
- Software Issue Date/Code.

1.3 Program Scope. This program applies to Air-to-Air Energy Recovery Ventilation Equipment, as defined in Section 1.2, for which published ratings are available and are:

- Rated within the range of standard rating conditions (operating map) as defined in Section 3.8, Figure 1;
- Rated at or above 50 scfm but below or equal to 5,000 scfm; and
- Rated above 5,000 scfm if all the following conditions are met:
 - The Participant's Basic Model Group includes a model rated at or above 50 scfm but below or equal to 5,000 scfm;

- All Basic Model Group defining characteristics of the larger and smaller certified models shall be the same;
- All ratings of the larger and smaller certified models, except for nominal and net airflows, shall be the same; and
- The face velocities (i.e. the nominal airflow divided by the face area of the heat exchanger component perpendicular to the airflow) of the certified models shall be the same. Perpendicular face areas shall be indicated on the forms under which the certification data is provided.

1.3.1 Program Scope Exclusions. Heat Exchangers joined by a circulated heat transfer medium (run-around loop) are excluded from this certification program. A run-around loop employs liquid-containing coils placed in each of two or more airstreams, wherein the coils are connected to a closed loop.

1.3.2 Certification of Packaged Energy Recovery Ventilation Units. A Packaged Energy Recovery Ventilation Unit shall not be tested. Certification of the Packaged Energy Recovery Ventilation Unit is contingent upon the certification and proper utilization and application of the certified Air-to-Air Heat/Energy Exchanger employed in the unit. This includes:

- The rated rpm (for rotary heat exchangers),
- The rated tilt angle (for heat pipe heat exchangers), and
- The seals and casing, if any (for all heat exchangers).

1.4 Intended Market. The Intended Market for this Certification Program includes all products defined in Section 1.3 that are sold for use in the U.S. (including U.S. Territories) and Canada.

1.5 Basic Model Groups (BMGs). A Participant's listing shall be grouped by BMG. A BMG is a regular range of sizes of a similar type, design and construction, and having a common designation as catalogued.

1.5.1 BMGs for Heat Pipe Heat Exchangers. At a minimum, all products within a BMG shall have identical fin material, tube material, fin spacing, tilt angle, tubing pattern (geometry), tubing diameter, and wick type. A Participant, at its discretion, may identify additional product characteristics to subdivide models into additional BMGs.

1.5.2 BMGs for Plate Heat Exchangers. At a minimum, all products within a BMG shall have identical flow type, material, plate configuration (geometry), and surface preparation/enhancements. A Participant, at its discretion, may identify additional product characteristics to subdivide models into additional BMGs.

1.5.3 BMGs for Rotary Heat Exchangers. At a minimum, all products within a BMG shall have identical depth, material, matrix geometry, desiccant type (if any), and seal configuration. A Participant, at its discretion, may identify additional product characteristics to subdivide models into additional BMGs.

1.6 Exception to Certify-All Rule. A Participant may exclude an energy recovery model(s) from AHRI certification only with documented proof submitted stating that the model(s) is used exclusively in equipment certified by Home Ventilation Institute (HVI) and this documentation shall be approved by AHRI.

2. Qualification Process

2.1 Original Equipment Manufacturer (OEM) Component Applicants. With the additions noted below, the OEM component qualification process shall proceed according to the AHRI General Operations Manual, Section 4.

STEP 2.1.1 Certification Application Package. In addition to the Application for AHRI Certification and, Annual Sales Volume Form noted in the AHRI General Operations Manual, Section 4, STEP 4.1, Applicants shall submit the following documentation to AHRI:

- One test report for each BMG;
- Copy of Applicant's Selection Rating Software (refer to Section 3.7), if applicable

Electronic forms shall be obtained from AHRI (available on, www.ahrinet.org under the Product-Specific Certification Program).

STEP 2.1.2 Processing Application Package.

STEP 2.1.2.1 Performance Certification Agreement for Original Equipment Manufacturer Component (OEM Component Agreement). No further action required beyond that listed in Section 4, STEP 4.2 of the AHRI General Operations Manual.

STEP 2.1.2.2 Participation and Licensing Fee Invoice. Payment of the Participation and Licensing Fee is due within 30 calendar days of the invoice issue date. Testing shall not be conducted until the invoice is paid in full. No further action required beyond that listed in Section 4, STEP 4.2 of the AHRI General Operations Manual.

STEP 2.1.3 Selection and Acquisition of Test Samples.

STEP 2.1.3.1 Number of Qualification Tests. 20% of an Applicant's BMGs shall be tested, with a minimum of two (2) models. Fractional numbers shall be rounded to the nearest whole number using traditional rounding methods.

STEP 2.1.3.2 Acquisition of Qualification Test Samples/Selection Criteria. Within 30 calendar days of a request from AHRI, the Applicant shall have samples available for testing. Samples shall be acquired in accordance with Section 3 of this manual.

STEP 2.1.4 Qualification Testing. AHRI shall supply the Laboratory with the Published Ratings. The Laboratory shall conduct the testing of the samples in accordance with the Standard, against the Published Ratings. See Appendix B for information on testing process for the 2020 testing year.

STEP 2.1.4.1 Successful Completion of All Qualification Tests. If all qualification tests pass, proceed to STEP 2.1.5.

STEP 2.1.4.2 First Sample Qualification Test Failure. Refer to Section 4, STEP 4.4.2 of the AHRI General Operations Manual for details regarding the first sample qualification failure options.

STEP 2.1.4.3 Second Sample Qualification Test Failure. Refer to Section 4, STEP 4.4.3 of the AHRI General Operations Manual for details regarding the second sample qualification failure options.

STEP 2.1.5 Welcome to the Program. No further action required beyond that listed in Section 4, STEP 4.5 of the AHRI General Operations Manual.

2.2 OEM Packaged Energy Recovery Ventilation Units Applicants. Packaged Energy Recovery Ventilation Units Applicants are companies that purchase a certified component and incorporate that component into their own packaged unit. They are not required to undergo qualification testing. The ratings in the Packager's Selection Rating Software must match the ratings found in the Component's Selection Rating Software. Certification of the Packaged Energy Recovery Ventilation Units is contingent upon the certification of the associated Air-to-Air Heat/Energy Exchanger component.

STEP 2.2.1 Certification Application Package. No further action required beyond that listed in Section 5, STEP 5.1 of the AHRI GOM.

STEP 2.2.2 Processing Application Package.

STEP 2.2.2.1 Performance Certification Agreement for OEM ERV Packagers. No further action required beyond that listed in Section 5, STEP 5.2.1 of the AHRI GOM replacing the term “PBM Agreement” with “OEM Packager Agreement”

STEP 2.2.2.2 OEM Agreement on Behalf of the Air-to-Air Heat/Energy Exchanger Component Participant. No further action required beyond that listed in Section 5, STEP 5.2.2 of the AHRI GOM replacing the term “PBM Applicant” with “OEM Packager Applicant” and replacing the term “OEM Agreement” with “Component Manufacturer Agreement”.

STEP 2.2.2.3 Licensing Fee Invoice. Payment of the Licensing Fee is due within 30 calendar days of the invoice issue date.

STEP 2.2.3 Welcome to the Program. No further action required beyond that listed in Section 5, STEP 5.3 of the AHRI GOM.

2.3 Private Brand Marketer (PBM) Component or Packager Applicants. With the additions noted below, the PBM qualification process shall proceed according to the AHRI General Operations Manual, Section 5.

PBM applicants are not required to undergo qualification testing. PBM product certification is contingent upon the certification of the associated OEM product. PBM software must directly correlate to OEM software. If the software has variations, the PBM must register and test as an OEM.

STEP 2.3.1 Certification Application Package. In addition to the Application for AHRI Certification Form noted in the AHRI General Operations Manual, Section 5, STEP 5.1, Applicants shall submit the following documentation to AHRI:

- Copy of Applicant's Selection Rating Software (refer to Section 3.7)

STEP 2.3.2 Processing Application Package.

STEP 2.3.2.1 Selection Rating Software Approval. Refer to Section 3.7.

STEP 2.3.2.2 Performance Certification Agreement for Private Brand Marketer (PBM Agreement). No further action required beyond that listed in Section 5, STEP 5.2.1 of the AHRI General Operations Manual.

STEP 2.3.2.3 OEM Agreement on Behalf of the PBM Applicant. No further action required beyond that listed in Section 5, STEP 5.2.2 of the AHRI General Operations Manual.

STEP 2.3.2.4 Licensing Fee Invoice. Payment of the Licensing Fee is due within 30 calendar days of the invoice issue date.

STEP 2.3.3 Welcome to the Program. No further action required beyond that listed in Section 5, STEP 5.3 of the AHRI General Operations Manual.

3. Equipment Selection and Testing

3.1 Annual Testing Requirement. 20% of a Participant's BMGs shall be tested annually, with a minimum of one (1) model. For Participants with more than five (5) tests AHRI shall work with the Participants to schedule quarterly testing if requested. Fractional numbers shall be rounded to the nearest whole number using traditional rounding methods.

3.2 Location of Tests. Testing shall be performed at the Laboratory and the sample shall be installed in the test facility in accordance with the Participant's published installation instructions in printed or electronic format. In lieu of installation instructions, the Participant shall supply Form ERV-DS1: Instruction Manual Waiver form. Forms are available for download at www.ahrinet.org.

3.3 Selection of Test Samples. Selections shall be made based on data provided by the participant's Selection Rating Software and/or contained in the Directory. AHRI shall inform the Participant, in writing, of the sample(s) selected for test.

3.4 Methods for Acquiring Test Samples. AHRI or Laboratory personnel shall make a Random Sample Selection or Serial Number Selection from the Participant's stock inventory within 30 calendar days of a selection by AHRI. Selected samples shall be shipped to the Laboratory accompanied with the Punch List. The Punch List is available for download at www.ahrinet.org.

3.4.1 Serial Number Selection. The Participant shall be instructed to prepare a pool of samples for each selection noted in the selection letter. Each selection pool must consist of three (3) samples of the specific model noted in the selection letter. The participant shall provide three unique serial numbers for each of the units prepared. AHRI or the Laboratory shall choose one of the serial numbers to be shipped to the lab and one to be kept at the manufacturer's facility in the case of a damaged or second sample.

3.5 Sample Acquisition Timeframe. The Participant shall deliver the selected sample(s) to the Laboratory within 14 calendar days of Random Sample Selection or Serial Number Selection by Laboratory personnel.

3.6 Allowed Equipment Adjustments Prior to Testing. Prior to testing, and with the Participant's approval, the Laboratory may only repair or replace items damaged by shipping or handling. The Laboratory shall confirm the correct rpm for rotary heat exchangers and correct tilt angle for heat pipe heat exchangers, and dimensions for all heat exchangers using information provided in the non-public portion of the AHRI Directory. Once testing commences, Participants are not permitted to tamper with or adjust samples unless previously approved by AHRI. Refer to Section 9 of the AHRI GOM for presence of Participant personnel.

Laboratory personnel shall provide timely details on any changes to the testing equipment. Participants can request additional information as needed.

3.7 Selection Rating Software.

3.7.1 Requesting Approval of Rating Methods. A Participant shall request approval of its Selection Rating Software by submitting all of the following to AHRI:

3.7.1.1 Selection Rating Software shall be either personal computer (PC) based, run on MS Windows ® platform, or web-based software that provides the following:

- Model Number(s);
- Certified Data (Refer to Section 3.8);
- Version Number or other revision coding; and
- Proper claims to AHRI Certification (Refer to Section 3.7.4)

3.7.1.2 AHRI Minimum Requirements Catalog Template

If the Participant has more than one (1) Selection Rating Software available to users, each software shall be verified by AHRI.

3.7.2 Installation of Selection Rating Software. AHRI shall provide the Participant with a login/password to a personalized Virtual Machine (VM) to install their Selection Rating Software. The Participant shall generate two (2) random selections to ensure successful software installation and operation. Once the Participant notifies AHRI that the Selection Rating Software has been successfully installed, AHRI shall grant approval of the Selection Rating Software within seven (7) calendar days.

3.7.3 Initial Approval of Selection Rating Software through Published Rating Comparison. AHRI upon receiving the necessary materials shall, if applicable, utilize the Participant's Selection Rating Software to determine computer ratings for a certain set of conditions and compare them for the same conditions as those in the published catalog, if a published catalog exists.. The Selection Rating Software output (printout and on-screen display) shall match the published certified ratings from the catalog, if

applicable. AHRI may also request selection sheets from customers who have received bids. These selection sheets shall match the Selection Rating Software output.

The Participant shall be notified when the Selection Rating Software has been approved for certification. Upon approval from AHRI, the Participant may release the Selection Rating Software to other users. Selection Rating Software released to other users prior to obtaining AHRI approval shall result in a program violation. Also, the Selection Rating Software shall be approved by AHRI prior to field release.

3.7.4 Updates to Previously Approved Software. Per the AHRI General Operations Manual, Section 9, AHRI shall have an updated copy of any Selection Rating Software being used in the field. Any updates shall promptly be provided to AHRI via installation to the Participant's VM or by providing AHRI access to the new software. Major changes to Selection Rating Software shall go through an Initial Approval as per Section 3.7.2 and adhere to the requirements in Section 7.2.3 of the General Operations Manual. The Directory shall be locked, and Participants shall not be allowed to make changes to Selection Rating Software version updates until the Participant has obtained approval from AHRI. Once the new Selection Rating Software has been approved, the participant shall update the ERV Directory listings.

3.7.5 Statements Regarding Certification. For units within the scope of the program, the Mark shall be included on the Selection Rating Software outputs for certified units in accordance with the AHRI Brand Usage Manual.

All Selection Rating Software outputs from an approved Selection Rating Software shall include one of the following statements:

3.7.5.1 For Units Within the Scope of the Program. "Certified in accordance with the AHRI ERV Certification Program, which is based on AHRI Standard 1060. Certified units may be found in the AHRI Directory at www.ahridirectory.org."

3.7.5.2 For Application Ratings Outside the Scope of the Program. "Application Rating is outside the scope of the AHRI ERV Certification Program but is rated in accordance with AHRI Standard 1060."

3.7.5.3 For Units Outside the Scope of the Program. "Unit is outside the scope of the AHRI ERV Certification Program and is not AHRI certified."

3.8 Certified Data. The range of standard rating conditions in which software outputs can be certified is established in Table 1 of the Standard and is displayed below in Figure 1. Ratings which may be certified can be found in Section 6 of the AHRI Standard 1060.

3.9 Tested Data. AHRI shall select annual test points within the initial verification zones of Figure 1. Participants may elect to limit this range of software outputs.

For annual selections, AHRI shall select a wildcard verification point from either the winter or summer verification zone for all certification tests in a given program year. AHRI shall select an alternate wildcard verification point allowed by the participant's selection rating software if a participant's range of software input does not include the wildcard verification point originally selected.

- (1) Sensible effectiveness at either of the standard winter conditions (OA at 35/33WB, RA at 70/58) or at standard summer temperature conditions (OA at 95/78WB, RA at 75/63), test performed at a basic airflow selected by AHRI, with static pressure differential equal to zero.
- (2) Latent effectiveness at the same conditions as in (1).
- (3) Sensible effectiveness at wildcard temperature conditions, at the basic airflow in (1) but at a non-zero supply flow ratio picked by AHRI, with static pressure differential equal to zero.
- (4) Latent effectiveness at the same wildcard conditions as in (3).
- (5) Supply Pressure Drop and Exhaust Pressure Drop at lab ambient, and at the same basic airflow as in (1), with static pressure differential equal to zero.

- (6) Exhaust Air Transfer and Outside Air Correction Factor at lab ambient temperatures, same basic airflow as in (1), with static pressure differential equal to zero.
- (7) Exhaust Air Transfer and Outside Air Correction Factor at lab ambient temperatures, same basic airflow and non- zero supply flow ratio as in (3), with static pressure differential equal to zero.
- (8) Exhaust Air Transfer and Outside Air Correction Factor at lab ambient, same basic airflow as in (1), at a non-zero wildcard static pressure differential selected by staff.

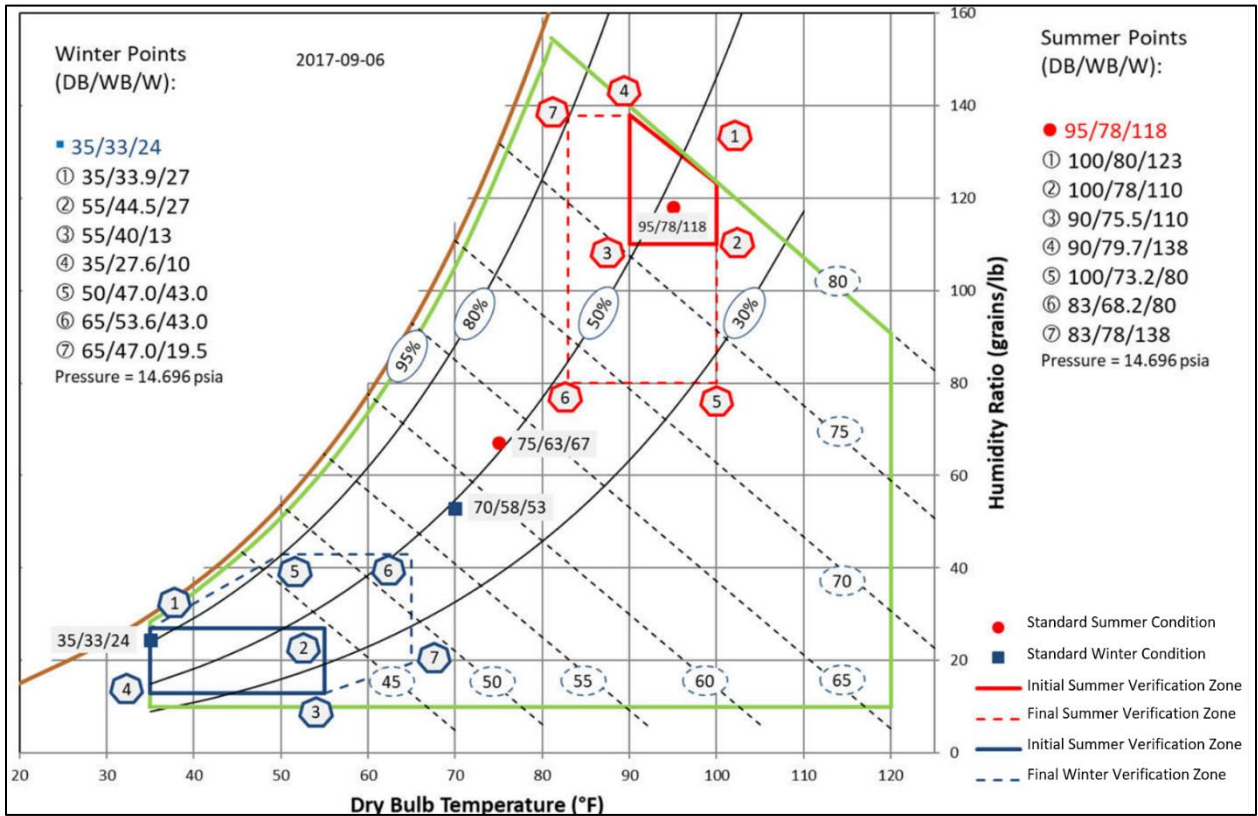


Figure 1. Range of Standard Rating Conditions (Operating Map)

3.10 *Required for Testing.* All selected samples shall be accompanied by the AHRI ERV Certification Test Punch List ([AHRI website](#)). The Participant shall provide either written installation instructions or the installation manual waiver form ERV-DS1 ([AHRI website](#)). At a minimum, the Participant shall provide any necessary hardware for the Laboratory to connect ductwork, and the following information

- Name Plate – Shall be attached to the sample and match the selection made by AHRI;
- Rotation Direction;
- Motor wiring;
- Motor Voltage;
- Air Flow direction;
- Purge angle indicators; and
- Indication of purge location in reference to wheel rotation.
- Tilt angle

3.11 *Test Failures.*

3.11.1 *Options Following 1st Sample Failure.* When the Participant is notified of a first sample certified rating failure, the Participant has seven (7) calendar days to select one of the following options:

- Re-rate all models within the failed sample’s BMG proportionate to the failed test’s results;

- Test second sample of the same model (sample shall be available within the timeframe and procedure allotted in Section 3.4 following notification of decision to AHRI via Manufacturer's Decision Form [MDF]); or
- Obsolete the model, which also obsoletes all models within the corresponding BMG.

3.11.2 *Options Following 2nd Sample Failure.* When the Participant is notified of a second sample certified rating failure, the Participant has seven (7) calendar days to select one of the following options:

- Re-rate all models within the failed sample's BMG proportionate to the failed test's results; or
- Obsolete the model, which also obsoletes all models within the corresponding BMG.

3.12 *Re-rate Procedures.* A BMG is to be re-rated based on the test results by "rounding off" effectiveness, pressure drop, outdoor air correction factor and exhaust air transfer ratio multiple as described in the Standard but no better than the actual final test results.

If any certified metric is re-rated, then the software will be revised to bring that metric in-line with the tested value. This revision shall apply across the operating range for that metric. In the case where a failure occurs at one flow rate, but the unit passes at another flow rate, the participant will be allowed to smooth the performance curve out using both test results.

If any certified point is re-rated, then the passing certified points on the failed test will be analyzed further. If a passing certified point on a failed test falls within 25% of the tolerance differential allowed for passing, then the passing point will be also be re-rated to the test result. Reference example in Appendix A for more information.

The other models within the BMG are required to be re-rated following failure, based on the percentage that the tested unit failed.

In addition to completing the actions required by Section 8.2 of the AHRI GOM the Participant shall provide AHRI an action plan within 30 days of the re-rate. The action plan shall:

- Explain why the BMG was rated incorrectly;
- Explain how the cause of the incorrect ratings will be avoided in the future;
- Confirm when the corrective action will be taken;
- Confirm whether other untested BMGs are affected by the issue that caused the test failure; and
- Be signed by an officer of the company.

3.13 *Additional Penalty Requirements.* If a Participant is assessed Penalty tests for two consecutive years, the Participant will be assessed the following additional requirements at the beginning of the next year:

- Assess a monetary penalty of \$10,000 with a maximum of one monetary penalty per program year; and
- AHRI shall evaluate whether any of the Participant's BMGs have not been tested during the previous five (5) program years. If there are any untested BMGs within the past five program years, then AHRI shall assign tests for any and all BMGs that have not been tested in the previous five (5) program years.

4. Challenge Tests

Refer to Section 10 of the AHRI General Operations Manual.

5. AHRI Directory of Certified Product Performance

All certified products shall be listed in the Directory, www.ahridirectory.org. Certification shall not be implied nor claimed for any product not listed in the Directory. Except as noted below, the Participant shall follow the steps outlined in Section 11 of the AHRI General Operations Manual.

5.1 Publication of Ratings in Certified Directory. The following information pertaining to each model certified shall be published in the Directory:

5.1.1 When software certification is claimed:

- AHRI Certified Reference Number;
- Model Status;
- Brand Name of Model;
- Name of Manufacturer;
- Model Number;
- Product Type (type of energy recovery component);
- Selection Rating Software Name;
- Selection Rating Software Version;
- Re-Rate status.

5.1.2 Before software certification is claimed:

- AHRI Certified Reference Number;
- Model Status;
- Brand Name of Model;
- Name of Manufacturer;
- Model Number;
- Product Type (type of energy recovery component);
- Nominal Airflow;
- Pressure Drop;
- Exhaust Air Transfer Ratio, Outdoor Air Correction Factor, and Purge Angle or Setting (if applicable) at 0.00 in H₂O [0 Pa] and two or more pressure differentials;
- Sensible Effectiveness and Net Sensible Effectiveness (at 100% and 75% rated airflow at heating and cooling conditions);
- Latent Effectiveness and Net Latent Effectiveness (at 100% and 75% rated airflow at heating and cooling conditions);
- Total Effectiveness and Net Total Effectiveness (at 100% and 75% rated airflow at heating and cooling conditions); and
- Re-rate status.

5.2 Data Forms. Each Participant shall list its products by BMG. OEM Participants shall submit/edit product data via the Directory.

6. Assessment and Payment of Certification Fees

Refer to Section 12 of the AHRI General Operations Manual.

7. Issuance of Violations and/or Termination

Refer to Section 14 of the AHRI General Operations Manual.

8. Program Hierarchy, Complaints, and the Appeals Process

Refer to Section 15 of the AHRI General Operations Manual.

9. Proper Use of the AHRI Certification Mark and Claims to Certification

Refer to the AHRI Brand Usage Manual.

9.1 Publication of Non-Certified Ratings. Participant's printed materials may contain non-certified ratings but shall specifically state that the product(s) is outside the scope of the AHRI Air-to-Air Energy Recovery Ventilation Equipment Certification Program.

9.2 Published Ratings for Packaged Units Employing a Certified Energy Recovery Component. Any specification sheets, catalogs, or technical publications that display certified ratings shall include all certified ratings for the certified energy recovery component. The ratings shall be accompanied by the AHRI Certified Mark for Air-to-Air Energy Recovery Ventilators.

Other literature (including advertising, promotional, and sales brochures) shall omit ratings if all certified ratings for the certified energy recovery component are not shown. However, the airflow may be accompanied by the AHRI Certified Mark for Air-to-Air Energy Recovery Ventilators.

9.3 Published Rating Verification. AHRI provides verification of published ratings to all legitimate parties. Verifications shall only be made on jobs in which the Selection Rating Software implemented by the user matches that of the Selection Rating Software shown in the AHRI Directory. All requests shall provide the following information before verifications are completed:

- ERV Request for Verification Form
- Selection Ratings Software Performance

**APPENDIX A
EXAMPLE OF RE-RATED TEST REPORT**

*Note that a narrowly passing point will be rerated only for a failed test.

Title of Test	Certified Rating (Pre-Test)	Measured Value	Rating Ratio	Pass Criteria	Results	Tolerance differential	25% of tolerance differential	Point has narrowly passed if its rating ratio is within this range:	Re-rated?	Certified Rating (Post-Test)
Pressure Drop	0.8	0.6	75%	≤ 110%	P	10% (= 110% - 100%)	2.5% (= 10% * 0.25)	≥ 107.5% (= 110% - 2.5%)	No	0.8
Standard Ratings – Summer 100%										
Sensible Effectiveness	75	72	96%	< 95%	P	5% (= 100% - 95%)	1.25% (= 5% * 0.25)	≤ 96.25% (= 95% + 1.25%)	Yes	72
Latent Effectiveness	50	51	102%	< 93%	P	7% (= 100% - 93%)	1.75% (= 7% * 0.25)	≤ 94.75% (= 93% + 1.75%)	No	50
Standard Ratings – Summer 75%										
Sensible Effectiveness	80	75	94%	< 95%	F	5% (= 100% - 95%)	1.25% (= 5% * 0.25)	≤ 96.25% (= 95% + 1.25%)	Yes	75
Latent Effectiveness	55	51	93%	< 93%	P	7% (= 100% - 93%)	1.75% (= 7% * 0.25)	≤ 94.75% (= 93% + 1.75%)	Yes	51
Standard Ratings – Winter 100%										
Sensible Effectiveness	75	72	96%	< 95%	P	5% (= 100% - 95%)	1.25% (= 5% * 0.25)	≤ 96.25% (= 95% + 1.25%)	Yes	72
Latent Effectiveness	50	46	92%	< 93%	F	7% (= 100% - 93%)	1.75% (= 7% * 0.25)	≤ 94.75% (= 93% + 1.75%)	Yes	46
Standard Ratings – Winter 75%										
Sensible Effectiveness	80	75	94%	< 95%	F	5% (= 100% - 95%)	1.25% (= 5% * 0.25)	≤ 96.25% (= 95% + 1.25%)	Yes	75
Latent Effectiveness	55	52	93%	< 93%	P	7% (= 100% - 93%)	1.75% (= 7% * 0.25)	≤ 94.75% (= 93% + 1.75%)	Yes	52
Standard Ratings – Gas Tracer Tests at Zero Pressure Differential										
EATR	0.00	0.9	Difference between measured and certified = 0.9	≤ 1 difference between measured and certified	P	1	0.25 (= 1 * 0.25)	≥ 0.75 difference between measured and certified	Yes	0.9
OACF	1.05	1.05	100%	≤ 110% and ≥ 90%	P	10% (= 110% - 100% and = 100% - 90%)	2.5% (= 10% * 0.25)	≥ 107.5% or ≤ 92.5%	No	1.05
Standard Ratings – Gas Tracer Tests at Second Pressure Differential										
EATR	3.00	2.0	Difference between measured and certified = -1	≤ 1 difference between measured and certified	P	1	0.25 (= 1 * 0.25)	≥ 0.75 difference between measured and certified	No	3.00
OACF	1.00	1.09	109%	≤ 110% and ≥ 90%	P	10% (= 110% - 100% and = 100% - 90%)	2.5% (= 10% * 0.25)	≥ 107.5% or ≤ 92.5%	Yes	1.09
Standard Ratings – Gas Tracer Tests at Third Pressure Differential										
EATR	1.50	1.4	Difference between measured and certified = -0.1	≤ 1 difference between measured and certified	P	1	0.25 (= 1 * 0.25)	≥ 0.75 difference between measured and certified	No	1.50
OACF	1.10	1.09	100%	≤ 110% and ≥ 90%	P	10% (= 110% - 100% and = 100% - 90%)	2.5% (= 10% * 0.25)	≥ 107.5% or ≤ 92.5%	No	1.10

APPENDIX B
COMPLIANCE PATH OPTIONS FOR 2020 ANNUAL TESTING YEAR

B1.1 2020 Software Certification Compliance Options for Participants. Starting on November 30, 2019, all participants in the ERV certification program were required to elect one of the following options for the 2020 testing year:

B1.1.1 Path A. The participant shall inform AHRI that they want to have their software certified for 2020 year before the November 30, 2019 deadline, and would test to the wildcard testing plan in Section 3.9.

B1.1.2 Path B. If a participant does not want to have their software certified for the 2020 testing year, they can defer software certification until December 31, 2020. This means the participant's only certified data would be that which is listed currently in the AHRI Directory. For the 2020 testing year that participant will not be able to claim their software is certified or that any ratings other than the standard ratings are certified, and they will test to the 2018 test process, see B1.3 for more information. The participant must submit either their software or catalog to AHRI by November 30, 2020.

B1.1.3 Path C. If a participant wishes to submit their software or catalog for certification at any time in the 2020 calendar year, they must pass either an annual or discretionary certification test per the wildcard testing plan in Section 3.9, based on their ratings in the catalog or software, before they can claim their software or catalog is certified.

For example:

- If a participant submits their software before the 2020 annual selection letter is sent, testing will follow the process in Section 3.9 of the OM.
- If a participant has not submitted their software by the time they receive the 2020 annual selection letter, they will test to the 2018 testing process (against the ratings in the AHRI Directory), and may certify their software in 2020 only if they pass an AHRI discretionary test to be paid by the participant.

B1.2 2020 Software Certification Compliance Options for Applicants. All applicants during the 2020 calendar year shall select either Path B or Path C before conducting qualification testing.

B1.3 2018 Tested Conditions. In accordance with the Standard, the following certified ratings are verified by test:

- Sensible Effectiveness at 100% Summer, 75% Summer, 100% Winter, and 75% Winter;
- Latent Effectiveness at 100% Summer, 75% Summer, 100% Winter, and 75% Winter;
- Pressure Drop at 100% CFM lab ambient conditions;
- Exhaust Air Transfer Ratio (EATR) at lab ambient conditions for three (3) pressure differentials, 0.00 in H₂O and two more within the scope of the program; and
- Outdoor Air Correction Factor (OACF) at lab ambient conditions for three (3) pressure differentials, 0.00 in H₂O and two more within the scope of the program.