



# New features for Triple E Account Holders

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## 1. Account Holder Registration Page – New fields Added

- Name – Has been split into two fields, first name and last name. Both are mandatory
- Mobile Number – Not mandatory
- Website – Not mandatory

*Fields marked with an asterisk (\*) are mandatory*

Type*	<input type="text" value="Main Agent"/>	<input type="button" value="▼"/>	<input type="button" value="?"/>
Company name*	<input type="text"/>	<input type="button" value="?"/>	
Address*	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		
	<input type="text" value="Select Your County"/>	<input type="button" value="▼"/>	
Name*	<input type="button" value="▼"/>	<input type="text" value="First name"/>	<input type="text" value="Last name"/>
Tel*	+ <input type="text"/>	<input type="text"/>	
Mobile Number	+ <input type="text"/>	<input type="text"/>	
Website	<input type="text"/>		
Email*	<input type="text"/>		
Enter a password*	<input type="text"/>		
Re-enter Password*	<input type="text"/>		
			
Enter the verification number as shown above*	<input type="text"/>		

## 2. New Product Submission Features

- Terms and Conditions must now be accepted when selecting submitting to all SEAI programmes. This is now a popup box that appears after you select the product category, product technology and SEAI programme/s that you are submitting to.

Please choose from the menu below to view the Triple E criteria for a particular technology.

Product Category\* Lighting

Product Technology\* Lighting Control

The following are programme conditions that must be met for products uploaded in this technology. Please review this list and select the programme(s) you wish to submit your products to.

**Confirmation**

- I confirm that I have read and understood the [Terms and Conditions](#) of product submission, for each programme that I am submitting to, and that I agree to abide by them.
- I confirm that I have read and understood the relevant [criteria](#) for the product(s) that I am submitting, and that the product I am submitting fulfils all criteria for this product category and programme(s).
- I confirm that I hold, or can obtain within five working days, all supporting documentation that is required to prove that my product(s) meets the specified criteria for each programme that I am submitting to.

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- Submission Type – has been changed so that a multiple submission template is only available when the multiple submission facility is selected. A popup box with the option to download the current template or continue to submission appears.

**PRODUCT SUBMISSION STEP 2: Submit eligible products**

STEP 1: Check product eligibility

**STEP 2: SUBMIT ELIGIBLE PRODUCTS**

SEI STEP: Processing submission

STEP 3: Provide specified documentation

1. SELECT PRODUCT CATEGORY

2. COMPLETE DETAILS & SUBMIT

To submit products please chose one of the methods below by clicking on the relevant button.

For multiple product submission... first download the latest template version. Once you have... "Multiple Product Submission" button.

**Multiple Submission Template**

Please make sure you are using the latest version of the template

Latest version updated: 26/07/2011

[Download Latest Template Here »](#)

[Continue to the Submission Form »](#)

### 3. Additional Flexibility for Primary Account Holders

If you are a Primary account holder and there are other Secondary account holders registered in your organization you can now view tasks assigned to other secondary account holders and reassign these to yourself for completion.

- In your Tasks box on the homepage, you will now see the total tasks assigned to secondary account holders.

**Tasks**

You have **2** product related tasks to complete

Click here to view these tasks »

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Secondary account holders have **3** tasks to complete

Click here to view these tasks »

**Note:** These task(s) require immediate attention

- You will see a checkbox to select each task and a button to reassign the selected tasks.

Please click on a task to view the relevant product details and requirements.

Tick here to display completed

Programme(s)	Batch ID	Technology	Due date	Task description	Task status	Select
 	92	Injection Blow Moulding Machines	26/02/2013	Product supporting documentation required	<b>Pending</b>	View task details <input checked="" type="checkbox"/>
 	74	Commercial Laundry Washer	25/02/2013	Product supporting documentation required	<b>Pending</b>	View task details <input checked="" type="checkbox"/>
 	94	Lighting Units	31/01/2013	Product supporting documentation required	<b>Pending</b>	View task details <input type="checkbox"/>

Reassign selected tasks

## 4. New Facility to Submit Registered Products to other SEAI Programmes

On the 'My Products' page, you now have the option to submit products which are already listed under an SEAI programme, to other SEAI programmes.

- Only products that are currently listed on the Triple E register are eligible for submission to other programmes.
- Products with status 'Listed' will have a checkbox allowing you to select these products for submission to other SEAI programmes.
- All products selected must be from the same Batch Id.

Search Results						
LC0834	114	LightControl6	LC6	PL Holdings Ltd	In checking process	
LC0835	114	LightControl7	LC7	PL Holdings Ltd	In checking process	
LIG836	116	LED30	L30	PL Holdings Ltd	Listed	<input checked="" type="checkbox"/>
LIG837	116	LED31	L31	PL Holdings Ltd	Listed	<input checked="" type="checkbox"/>
LIG838	116	LED32	L32	PL Holdings Ltd	Listed	<input checked="" type="checkbox"/>
LIG839	116	LED33	L33	PL Holdings Ltd	Listed	<input type="checkbox"/>
LIG840	116	LED34	L34	PL Holdings Ltd	Listed	<input type="checkbox"/>
LIG841	116	LED35	L35	PL Holdings Ltd	Listed	<input type="checkbox"/>
LC0842	118	LightControl8	LC8	PL Holdings Ltd	In checking process	

[Submit selected products to other programmes](#)

- If the selected products are in the same batch and can be submitted to another SEAI programme, a popup box will appear asking which SEAI programmes you wish to submit to.

Search Results						
LC0834	114	LightControl6	LC6	PL Holdings Ltd	In checking process	
LC0835	114	LightControl7	LC7	PL Holdings Ltd	In checking process	
LIG836	116	LED30	L30	PL Holdings Ltd	Listed	<input checked="" type="checkbox"/>
LIG837	116	LED31	L31	PL Holdings Ltd	Listed	<input checked="" type="checkbox"/>
LIG838	116	LED32	L32	PL Holdings Ltd	Listed	<input checked="" type="checkbox"/>
LIG839	116	LED33	L33	PL Holdings Ltd	Listed	<input type="checkbox"/>
LIG840	116	LED34	L34	PL Holdings Ltd	Listed	<input type="checkbox"/>
LIG841	116	LED35	L35	PL Holdings Ltd	Listed	<input type="checkbox"/>
LC0842	118	LightControl8	LC8	PL Holdings Ltd	In checking process	

**Confirmation**

Select the programme(s) you would like to submit the selected products to

ACA

[Continue](#) [Close](#)

[Submit selected products to other programmes](#)

- You will then be notified if the product is eligible for the selected programme(s) and if additional documentation is required.