European Code of Conduct on Data Centre Energy Efficiency

Introductory guide for all applicants

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Joint
Research
Centre

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1 Summary

This document provides guidance notes for organisations wishing to sign up to the European Code of Conduct on Data Centre Energy Efficiency.

This document refers to;

1. The Introductory Guide (This document) - Version 3.4.0 (2023)
2. The Best Practices document - Version 14.1.0 (2023)
3. The Participant Reporting Form – Version 14.1.0 (2023)
4. The Participant Guidelines and Registration Form - Version 3.1.0 (2017)
5. The Endorser Guidelines and Registration Form – Version 3.1.2 (2016)

All documents can be found on the European Commission JRC website at:

https://e3p.jrc.ec.europa.eu/communities/data-centres-code-conduct

2 Role of applicant

There are two roles in which an organisation can sign up to the European Code of Conduct on Data Centre Energy Efficiency, as Participant and, or an Endorser. These roles are not exclusive; an organisation may sign as both Participant and Endorser if they fulfil both roles.

2.1 Participant

A Participant operates one or more data centres or equipment within data centres and commits to energy reporting and implementation of certain practices from the Best Practice guide.

2.2 Endorser

Other bodies involved with data centre operators may become Endorsers by committing to support the Code and Participants through the development of products, information, services, education or other programs

3 Applying as a Participant

To apply as a Participant you shall determine which of your data centres will be included, whether you meet the criteria for a corporate level Participant and whether you have full or partial control of the data centres.

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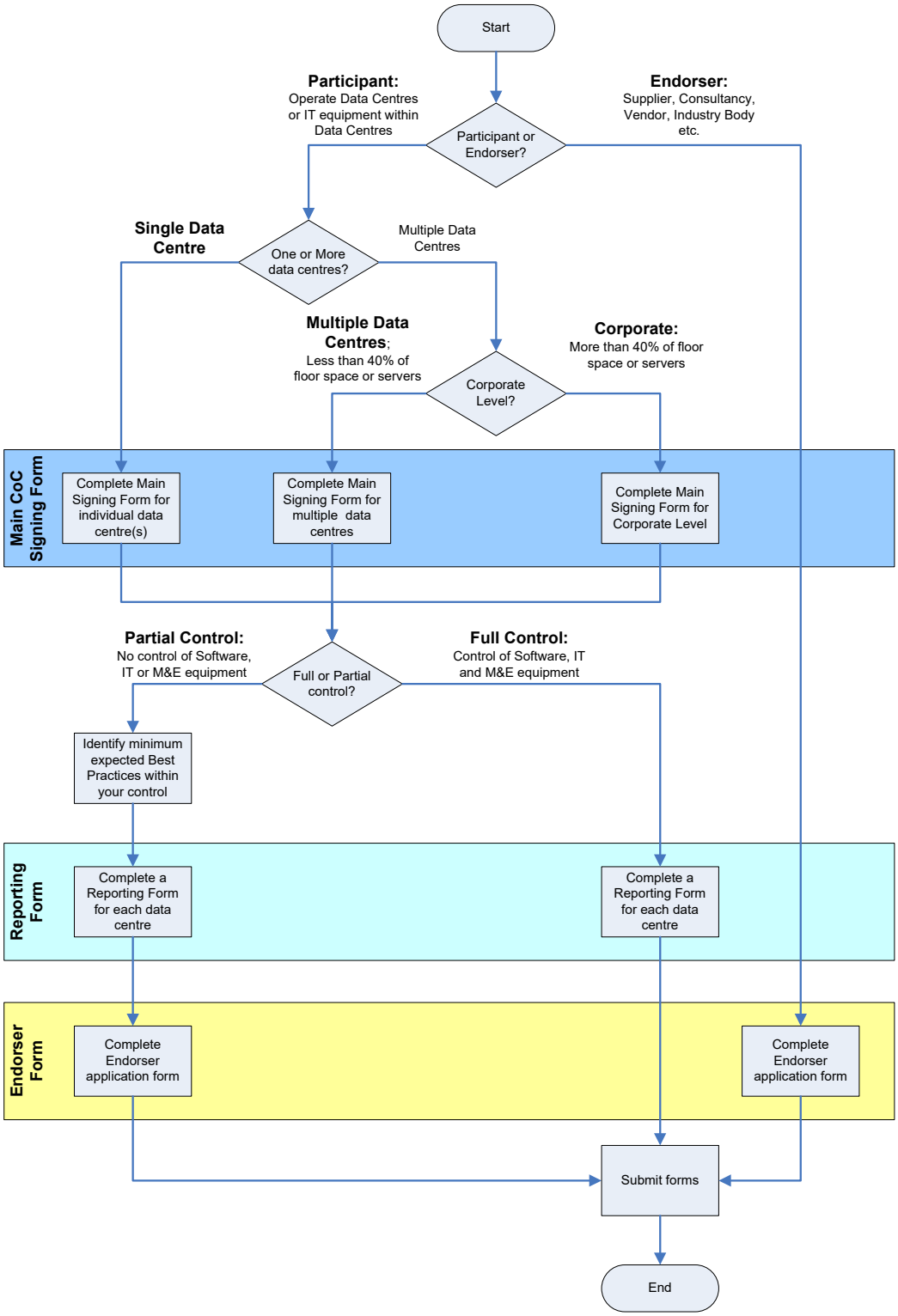
3.1 Coverage and Corporate Participants

A Participant can apply for a single data centre, multiple data centres, or at a 'corporate' level by including more than 40% of their total housed servers or data centre floor space.

3.2 Complete the Participant Signing Form

The Main Signing Form for a Participant is on the final page of the Participant Guidelines document. This shall be completed and signed by the organisation's authorised representative. Select whether you are applying for corporate Participant status on this form.

Figure Error! No text of specified style in document.**-1 Code of Conduct application process and options**



3.3 Full or partial Participant status

It is understood that not all operators are responsible for all aspects of the IT environment defined within the best practices. This is not a barrier to Participant status but the Participant shall act as an Endorser for those practices outside of their direct control. An example of this would be a collocation provider who does not control the IT equipment shall actively endorse the practices relating to IT equipment to their customers, possibly through the provision of services to assist customers in adopting those practices. Equally an IT operator using collocation shall request their collocation provider to implement the practices relating to the facility.

For operators whose domain of control includes the full scope of the Code of Conduct and minimum expected practices, from IT equipment and software through to the mechanical plant, the full range of minimum expected practices is expected.

For operators whose domain of control does not include this full scope, such as a collocation operator, Participant status is available when combined with Endorser status. These operators shall identify the practices that are outside their control and act as an Endorser to their suppliers and/or customers for these practices. These operators shall also complete and submit the Endorser application form from the Endorser Guidelines

3.4 Complete the Reporting Form

In addition to the main Code of Conduct signing form the applicant shall complete a Reporting Form for each data centre:

- Complete the data centre information tab
- Assess their energy metering capability to ensure that they can meet the reporting requirements as identified in annex B, page 14 of the Participant Guidelines
    - Enter one month of metering data on the electricity data tab
- Audit their compliance with the Best Practices
- Implement any of the minimum expected Practices that are not already in place in each data centre
    - Complete the Best Practices tab

3.5 Complete the Endorser Registration Form

Partial Participants, such as collocation operators or customers shall also complete and submit the Endorser Registration Form identifying the actions they will take to endorse the practices outside their domain of control to their suppliers and customers.

3.6 Send completed documents

The completed signing form for the organisation along with the first reporting form for each data centre to be considered and any supporting information shall be sent to Paolo.Bertoldi@ec.europa.eu

3.7 Assessment and notification

Once received the reporting forms will be assessed by the secretariat for compliance with the Code and the operator will be notified within 30 working days whether their application has been successful.

3.8 Ongoing commitments

All Participants have the obligation to continuously monitor energy consumption and adopt energy management in order to look for continuous improvement in energy efficiency. One of the key objectives of the Code of Conduct is that each Participant benchmark their efficiency over time, using the Code of Conduct metric(s) (or more sophisticated metrics if and when available) in order to produce evidence of continuous improvement in efficiency.

Data shall be collected monthly and reported annually in a data sheet to the European Commission DG JRC by 28 February at the latest for the previous year as detailed in the Participant Guidelines.

Participants failing to implement their planned actions or not reporting annually will have their Participant status terminated.

3.9 Applying for a new data centre which is not yet operational

Operators building a new data centre may wish to submit an application before it is operational. Applicants shall complete the Reporting Form in the normal way but with the application date on the best practice tab set to the expected operational date for the data centre and without energy metering data. Expected minimum Practices not yet implemented shall have a due date set. The Participant Signing Form and Reporting Form shall then be submitted as normal.

Subject to a successful application and once the data centre is operational, the form shall be resubmitted with the first month's energy data completed and practice compliance status updated. This shall then be followed by the normal annual submission.

4 Applying as an Endorser

An organisation applying as an Endorser shall determine which of the Endorser categories apply:

- Vendor or manufacturer
- Consultancy (design, engineering, maintenance and service companies etc.)
- Utility company
- Customers of data centre services (including government departments and legislative bodies as well as non-government organisations)
- Industry associations, professional and standards bodies
- Educational institutions
- Participants whose domain of control is less than the full range of the Code and Best Practices

4.1 Plan to meet commitments

The applicant shall determine and plan how their organisation will meet the commitments relevant to their organisation's category.

4.2 Complete the Endorser Registration Form

The applicant shall complete the Endorser Registration Form available from the final page of the Endorser Guidelines document, identifying the Endorser category or categories that apply to their organisation as well as describing:

- Service products and solutions offered
- Actions that will be carried out to promote the Code of Conduct
- Which data centres, operators or sectors will be engaged
- How your offerings support the commitments relevant to your organisation's category or categories

4.3 Send completed documents

The completed signing form for the organisation along with the first reporting form for each data centre to be considered and any supporting information shall be sent to: Paolo.Bertoldi@ec.europa.eu

4.4 Assessment and notification

Once received the reporting forms will be assessed by the secretariat for compliance with the Code and the operator will be notified within 30 working days whether their application has been successful.

4.5 Ongoing commitments

Endorsers shall make every effort to promote the Code, emphasise its importance to both their suppliers and customers and seek to ensure wider visibility and adoption of the Code of Conduct Best Practices.

Endorsers shall, once a year upon successful registration, report their activities towards achieving their stated commitments including those related to the Best Practices. These shall also include activities that have either supported or promoted the Code and its wider recognition and adoption by the data centre community and shall be sent directly to the Code of Conduct secretariat within the European Commission - DG JRC (Annex D of the Code).

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— at the following standard number: +32 22999696,

— via the following form: european-union.europa.eu/contact-eu/write-us_en.

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