# CPA Initial Evaluation Process & Estimated Timelines

SEC Smart Energy Code

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| **SOp Timeline** | | **5 – 10 WD** | | **10 - 15 WD** | | **10 - 15 WD** | **6 WD** |
| **Test Lab (TL) / Manufacturer Timeline** | **20 – 60 WD** | | **20 – 60 WD** | | **30 – 60 WD** | | |
| **Evaluation Stage** | TL initial pre-evaluation consultancy & testing<br><br>AQ, BSQ, AMQ (can be with or without AMAP), or RRQ sent to SOp with estimated timeframe | SOp receives AQ, BSQ, AMQ (with or without AMAP),or RRQ. Considers the viability for CPA Certification and then Accept, Reject or Query | If accepted, TL creates AP, AMAP (if not already submitted) etc, agrees a delivery date with SOp, and sends to SOp with testing plans and estimated timeframe | SOp receives documentation (AP, AMAP etc). Considers the plans for CPA Certification and then Accept, Reject or Query | If accepted, TL testing and production of final CPA documents ESR, AMR, BSVR, SAT, AMP etc, TL agrees a delivery date with SOp and sends documents to SOp | SOp receives ESR, BSVR, AMR, SAT, AMP etc. Considers the reports for CPA Certification and then Accept, Reject or Query | SOp prepares CPA certification recommendation for Sown. SOp drafts relevant Certificate(s), Certification Letter for SOwn to issue and publish on SEC website. |

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| **Explanatory Notes** | The AQ, BSQ, AMQ, RRQ should clarify the Device Model or firmware upgrade's suitability for CPA evaluation and provide an estimated timeline. This should enable the SOp to accept, reject the start of evaluation (or query an aspect for clarification). Additional technical documentation may be requested. Evaluations will not formally start until the AQ, BSQ, AMQ, RRQ has been approved although the TL may work at risk. The AMQ can be sent as soon as the Manufacturer is able to confirm the details to start the process and allow the SOp to schedule a review. Alternatively, the AMAP can accompany the AMQ if ready. The stages of an evaluation are set out in the CPA Policies and Procedures Part 1 and will run sequentially i.e. Stage 1 must complete before Stage 2 can begin. · The CPA evaluation documents are defined and explained in the CPA Policies and Procedures. | The SOp timescales are dependent on the TL meeting the delivery dates previously agreed with SOp for all submitted documents to enable effective resource planning. The timescales are working days and a window within which a review will be completed. The timescales can be shorter or longer depending on the number of clarifications needed and the iterations of documentation which largely depends on the quality and completeness of the submission. After reviewing documentation, the SOp may have questions that require further evidence from the TL or the requirement for further testing in specific areas. These questions will necessitate the resubmission of evaluation documents for a subsequent review that may take a further time period to complete. Depending on the quality and completeness of the documentation provided by the TL there may be multiple reviews for each evaluation document submitted. This will significantly increase the time taken for an evaluation to be completed. ·The TL/Manufacturer timeline is based on historic data from NCSC. The SOp has no control over the actual time taken for these stages of an evaluation to complete.<br><br>TL pre-evaluation consultancy and testing can take significantly longer in certain circumstances based on Manufacturer knowledge and familiarity with the CPA Security Characteristics and Build Standard. | Once all the evaluation documents have been reviewed, the SOp will recommend to SOwn whether the Device Model, firmware upgrade, Build Standard or Risk Review has achieved the CPA Certification standard.<br><br>If successful, the relevant CPA Device and/or Build Standard Certificate(s) will be provided to SECAS who will place it on the SEC website. The Manufacturer will be notified by a Certification or Risk Review Letter.<br><br>Where a new Device Model and/or firmware upgrade has been certified, the Manufacturer may then apply for a new or updated entry on the CPL. |