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CERTIFICATION REGULATIONS

NF MARK

**FIRE SAFETY
PVC PIPES & CONNECTIONS
PVC FILMS
COATED TEXTILE BACKING**

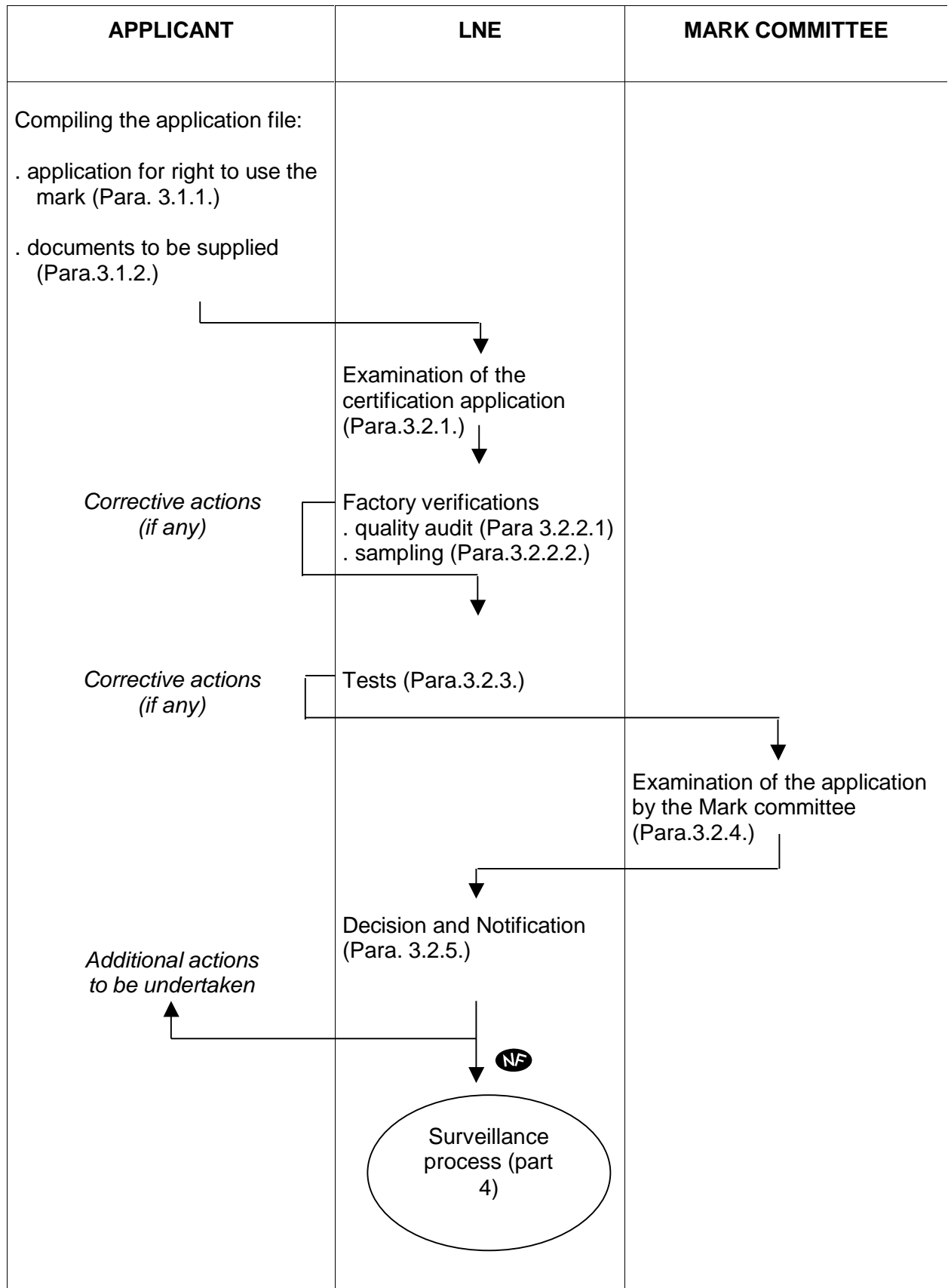
PART 3

OBTAINING CERTIFICATION

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- 3.1. Documents required for the application file**
- 3.2. Initial assessment process**

PROCESS FOR OBTAINING CERTIFICATION



3.1. COMPILING THE APPLICATION FILE

Any company manufacturing one or more products covered by this application of the NF mark can request the right to use the mark. A request of this kind is known in this document as an "application" and the person formulating it as the "applicant".

3.1.1. APPLICATION FOR THE RIGHT TO USE THE NF MARK

Any manufacturer wishing to obtain the right to use the NF Mark on a product he/she manufactures must first read carefully the certification regulations for the Mark and declare his/her acceptance of them.

The application is drawn up on the manufacturer's headed paper as shown in the model (form 1a) and must be sent to LNE.

It must specify the models and ranges presented for acceptance.

Definitions:

- PVC pipes and connections

Range: set of products (pipes and connections for a building) manufactured:

- with the same formulation,
- in a clearly defined manufacturing unit.

Any change in formulation gives rise to a new range.

For the pipes and connections for which an application is made, the manufacturer must submit a reaction-to-fire classification report (B s3, d0 or better).

The manufacturer must indicate the formulation reference on his registers. If there are different formulations for a given thickness, there will be as many ranges as there are formulations.

- PVC films

A PVC film is a product defined by:

- its formulation,
- its classification,
- its manufacturing unit,
- its thickness,
- and its colours.

Any change in formulation, thickness (beyond the maximum thickness initially accepted), or colour, results in a new product that will be submitted for new tests.

For each PVC film, intended to be classified, the manufacturer must submit a classification report.

- Coated textile backing

A coated textile backing is a product defined by:

- its thickness,
- the formulation of its coating,
- its coating type (single or double face),
- its thickness,
- its mass per m²,
- its colours,
- its classification,
- and its production unit.

Any change in one of its parameters results in a new product.

For each coated textile backing, intended to be classified, the manufacturer must submit a classification report.

The applicant undertakes to back his application up with a file containing, for each factory that manufactures the products for which acceptance to the mark is being sought, the documents or information specified in Para. 3.1.2. below.

The application can only be received if the inspections described in Part 2 of these certification regulations have been carried out regularly on the products concerned for at least three months.

All the documents must be written in French or English.

If the applicant is not from a country within the European Economic Area, he must present his application jointly with a representative for the Fire Safety-NF Mark, set up within the European Economic Area, responsible for all the production for which acceptance to the NF mark is being sought and marketed on French soil.

This representative must be enrolled in the Companies Register and have satisfied the French legal requirements, especially regarding insurance. He is known as the "agent".

Prior to affixing the NF Mark, any modification made to the range defined for acceptance must be pointed out to LNE which will decide whether or not additional tests need to be carried out.

3.1.2. DOCUMENTS TO BE SUPPLIED

- Standard acceptance application letter written on the manufacturer's headed paper as shown in the enclosed model (form no. 1a with its annex for applications from outside the European Economic Area)

including:

- . the general information sheet (form 1b)
 - . the list of models for which the NF mark application is being made (form 1c)
 - . the list of products for which the NF Mark application is being made, along with the corresponding data sheets (forms 1d, 1e, 1f and 1g) and data sheet supplement (form 1h)
 - . certificate proving that a LOI test training course has been administered in an accredited laboratory (LNE or CSTB) for the operators conducting this test
 - . the results of fifteen or so LOI tests, per type of product, to determine the reference value
 - . the manufacturer's logo (which will be affixed to the products) and/or commercial names affixed to the products.
-
- A file containing:
 - . dimensioned drawing of all the products,
 - . sales catalogue of the manufactured products, distribution mode(s)
 - . quality manual and/or plan if possible (if these documents are not distributed outside the site, they must always be made available to the auditor during the audit)
 - . description of the manufacturing methods and procedure and the associated inspection plan (indication of measurements and tests carried out and their frequency)
 - . organisation chart
 - . certificate of conformity of the quality management system (if necessary)
 - . description of the various processes with definition of input and output components and activities involved in each process (with reference to standard ISO 9001:2008).

2. APPLICATION FOR AN EXTENSION OF ACCEPTANCE

Documents to draw up and send to the Mandated Body.

- standard application letter (form 2)
- and possibly an updated quality plan if the extension requested has modified it.

3. APPLICATION FOR MAINTENANCE OF THE RIGHT TO USE

Documents to draw up and send to the Mandated Body.

- standard application letter (form 3)

FORM No. 1a

ACCEPTANCE APPLICATION

(to be drawn up on the manufacturer's headed paper)

For the attention of the General Manager
LABORATOIRE NATIONAL DE METROLOGIE ET
D'ESSAIS
Multisectional Certification Division
1, rue Gaston Boissier
75724 PARIS CEDEX 15

RE: Application for the right to use the Fire Safety – NF Mark

Dear Sir,

I the undersigned (name and position)
representing the company (identification of the company - head office)
request LNE to carry out the verifications required for obtaining the right to use the NF Mark for the
products specified in the enclosed table.

These products are manufactured at the factory of: (company identification and full address of factory) .

I declare that I am familiar with the reference standard, the General Rules of the NF Mark and the
Certification Regulations and I undertake to comply therewith throughout the period of use of the NF
Mark.

Date
Stamp and signature
of the applicant

ANNEX TO THE ACCEPTANCE APPLICATION (1)

Furthermore, I authorise the company (2).....
represented by Mr. (name and capacity)

to act in my name on French soil for all matters concerning the use of the NF Mark.

For such purposes, I ask that the fees incumbent on me be invoiced directly to him. He hereby
declares his acceptance to represent me and undertakes to settle the invoices on receipt.

I undertake to notify LNE immediately if I appoint a new agent to replace the agent named above.

Yours faithfully,

Date
Stamp and signature
of the agent's representative (3)

Stamp and signature
of the applicant's representative (3)

(1) This annex is only to be completed by applicants located outside the European Economic Area.
(2) The designation of the representing company must include: company name, legal form, head-office and
Companies Register number.
(3) The signatures of the applicant and his agent must be preceded respectively by the hand-written words "Proxy
agreed" and "Acceptance of proxy agreed".

FORM 1b
GENERAL INFORMATION SHEET

Name and address of applicant's company:

Contact:
Telephone:
Fax:
e-mail:

Address of manufacturing unit:

Contact:
Telephone:
Fax:
e-mail:

If applicable, name and address of agent in France:

Issued at

on

Signature

FORM No. 1c

REFERENCE OF PRODUCTS PRESENTED FOR ACCEPTANCE

RANGE	REFERENCE OF MODELS		

Applicant's name

Date

Stamp and signature

Form No. 1d

PVC PIPE AND CONNECTION DATA SHEET
(for the attention of the Inspection Laboratory)

I. IDENTIFICATION

Manufacturer's corporate name:

Full address:

Telex:

Fax:

Production site (address):

Department concerned (name of contact, tel. no, etc):

Brand names:

Type and quality:

Presentation:

Colour:

2. COMPOSITION

Chemical nature of the base material:

Chemical nature of the main components:

Chlorine content:

Nitrogen content:

If applicable, fireproofing treatment:

Brand name of the fireproofed product used with indication of references of a quality mark if relevant:

Type:

Conditions:

FORM No. 1e

PVC FILM DATA SHEET
(for the attention of the Inspection Laboratory)

I. IDENTIFICATION

Manufacturer's corporate name:

Full address:

Telex:

Fax:

Production site (address):

Department concerned (name of contact, tel. no, etc):

Brand names:

Type and quality:

Presentation:

Colour:

2. MATERIAL CHARACTERISTICS

2.1. Composition: Chemical nature of the main components and their percentage – Definition of the different layers (composite materials)

2.2. Physical properties

Appearance:

Colour:

Density:

Thickness:

Dry extract (paint, varnish, coating):

Type of surface:

3. REACTION-TO-FIRE CLASSIFICATION obtained with the implementation conditions specified in this sheet:

Classification report number:

Issued by:

On: (date)

This data sheet, drawn up for a family of equipment, contains confidential information based on the level of knowledge as at: (date)

It conforms with the legislation in force and is given in good faith.

Date:

Signature:

FORM No. 1f

COATED TEXTILE BACKING DATA SHEET
(for the attention of the Inspection Laboratory)

I. IDENTIFICATION

Manufacturer's corporate name:

Full address:

Telex:

Fax:

Production site (address):

Department concerned (name of contact, tel. no, etc):

Brand names:

Type and quality:

Presentation:

Colour:

2. MATERIAL CHARACTERISTICS

2.1. Backing description

Nature, composition:

Card construction:

Mass per m²:

Tolerance:

2.2. Coating description

Formula identification (number, issue date, etc.):

Main components:

- nature of fireproofing materials and quantities in %:

- nature of plasticizers and quantities in %:

Mass per m²:

Tolerance:

2.3. Description of the coated textile backing

Single face coating:

Double face coating:

Thickness: Tolerance:

Total mass per m²: Tolerance:

Backing appearance(s):

Existence of finishing varnish:
if so, type:

Colour (attach colour range):

3. REACTION-TO-FIRE CLASSIFICATION obtained with the implementation conditions specified in this sheet:

Report number:

Issued by:

On: (date)

This data sheet, drawn up for a family of equipment, contains confidential information based on the level of knowledge as at: (date)

It conforms with the legislation in force and is given in good faith.

Date:

Signature:

FORM No. 1h

**SUPPLEMENT TO THE DATA SHEET FOR PVC PIPES AND CONNECTIONS - PVC FILMS -
COATED TEXTILE BACKING**

For the exclusive attention of the Mandated Body

(two signed originals to be sent)

DETAILED COMPOSITION:

Chemical nature of the base material and characteristics required:

Chemical nature of fireproofed additives (list, commercial references, percentage):

The company: (corporate name) requests
a confidentiality agreement for the above mentioned data from
the Mandated Body for the Fire Security – NF Mark

Date:

Signature:

The Mandated Body represented by: (name) undertakes
(*) to comply with this confidentiality agreement.

Date:

Signature:

(*) One co-signed original to be returned by the Mandated Body to the applicant.

FORM No. 2

FIRE SAFETY NF MARK

ACCEPTANCE EXTENSION APPLICATION FORM

(WITHOUT A CHANGE IN COMMERCIAL REFERENCE)

(to be prepared on the requesting manufacturer's letterhead or to be completed with the company stamp and signature of the company's legal representative).

For the attention of the General Manager

LABORATOIRE NATIONAL DE METROLOGIE
ET D'ESSAIS
Multisectional Certification Division

75724 PARIS CEDEX 15

RE: Application for extension of the right to use the Fire Safety – NF Mark

Dear Sir,

I would like to apply, as(1), appointed agent of company
.....(2), for the right to use the NF Mark for the products designated below (3), in
compliance with the FD P 92507 information document in force:

These products are manufactured in the factory:
(full address of the factory)

I hereby declare that I have taken note of the above standard, the General Rules of the NF Mark and the certification regulations and the Annexes thereto.

I undertake, in general, to comply with said texts and consequently in particular to:

- comply with the requirements of the reference standards defined in Annex 0 of these certification regulations;
- use the trade name submitted to the NF Mark only for products conforming to those accepted;
- mark solely the accepted products with the NF mark, without fail, and refer thereto in the documents concerning them and make sure that a non-certified product with the same reference as a certified product is not sold on the French market;

(1) Position

(2) Identification of the company (head office)

(3) Mention the commercial reference, diameter, thicknesses and forms

- perform the manufacturing inspections required under Articles 1.5. and 4.1. of the certification regulations;
- facilitate the task of the Auditors in the performance of their functions;
- at the request of AFNOR, the Mandated Body or the Special Committee, forward any document in which I refer directly or indirectly to the NF Mark.
- pay, upon receipt, invoices and expenses at my charge, in compliance with the provisions in the certification regulations;
- advise the Mandated Body of any changes occurring in the contents and application of the inspection plan.

(1) Furthermore, I appoint the company (2) represented by Mr (name, function) to represent me on the territory of the European economic area with regard to any question concerning the use of the NF Mark. With regard to this, I request that all expenses at my charge be invoiced directly to him. He will settle my account on my behalf, as agent, as soon as the invoices are received, this being part of his undertaking in accepting this appointment.

I undertake to immediately report to the Mandated Body any new appointment of agent replacing the person appointed above.

Yours faithfully,

Stamp and signature
of the representative (3)

Date
Stamp and signature
of the applicant(3)

Encl. Technical file (see below).
payment

-
- (1) This paragraph is only required for applicants located outside the territory of the European Economic Area.
 - (2) The designation of the agent company comprises: company name, legal form, head-office and Companies Register number.
 - (3) The signatures of the applicant and his representative in France must be preceded by the written indication "Proxy agreed" and "Acceptance of proxy agreed".

FORM No. 3

FIRE SAFETY NF MARK

**APPLICATION FOR MAINTENANCE OF THE RIGHT TO USE THE NF MARK
(WHEN MODIFYING A COMMERCIAL REFERENCE)**

(to be prepared on the manufacturer's letterhead and to be signed by the distributor)

For the attention of the General Manager
LABORATOIRE NATIONAL DE
METROLOGIE ET D'ESSAIS
Multisectional Certification Division
1, rue Gaston Boissier
75724 PARIS CEDEX 15

RE: Application for Maintenance of the right to use the Fire Safety – NF Mark

Dear Sir,

I would like to apply, as(1), appointed agent of company
.....(2), to maintain the right to use the NF Mark for the products designated
below (3), in compliance with the FD P 92507 information document in force:

which differ from the products approved for the NF Mark only by the brand name and commercial
reference.

This application concerns the products marketed through:
under the brand:

acceptance reference of the basic model		Brand name(s) and commercial reference(s) required by the distributor or new brand name(s) and commercial reference(s) applied for by the holder
Basic brand name and commercial reference	No. of the right to use the NF Mark	

- (1) Position
(2) Identification of the company (head office)
(3) Mention commercial reference

(1) Furthermore, I appoint the company (2) represented by Mr (name, function) to represent me on the territory of the European economic area with regard to any question concerning the use of the NF Mark. With regard to this, I request that all expenses at my charge be invoiced directly to him. He will settle my account on my behalf, as agent, as soon as the invoices are received, this being part of his undertaking in accepting this appointment.

I undertake to immediately report to the Mandated Body any new appointment of agent replacing the person appointed above.

Yours faithfully,

Stamp and signature
of the representative (3)

Date
Stamp and signature
of the applicant(3)

-
- (1) This paragraph is only required for applicants located outside the territory of the European Economic Area.
 - (2) The designation of the agent company comprises: company name, legal form, head-office and Companies Register number.
 - (3) The signatures of the applicant and his representative in France must be preceded by the written indication "Proxy agreed" and "Acceptance of proxy agreed".

DISTRIBUTOR'S SIGNATURE

I the undersigned,

acting as

of the company:

acknowledge that the substitution of my brand name:

for that of the manufacturer on the aforementioned product models entails assuming the responsibilities inherent therein.

In particular:

- I undertake to market the product for which this application is made without making any change whatsoever,
- I undertake not to hinder the free practice of inspection by the designated persons responsible for ensuring compliance with the NF mark certification rules and their annexes,
- I undertake to comply, without any reservations, to the requirements of the certification regulations and their annexes and to any decision made or to be made by AFNOR in compliance with such requirements.

Issued at Date:

Signature:

Distributor's stamp:

3.2. INITIAL ASSESSMENT PROCESS

3.2.1. EXAMINATION OF THE CERTIFICATION APPLICATION

The application and enclosed file sent to LNE are examined before factory verifications and tests are carried out.

If some elements do not correspond to the requirements of the certification regulations, LNE informs the applicant thereof and only carries out the audit once a new file is presented and is deemed to comply, in all aspects, with the requirements of the NF mark.

When the file is complete and the fees have been paid, preparations for a factory audit are begun and product samples are taken for testing.

3.2.2. VERIFICATIONS IN THE FACTORY

Examination of the application is preceded by an audit of the factory where the products presented for acceptance are manufactured. It also includes, where appropriate, an audit of the final transformation unit of the product. It is conducted by auditors who have given an undertaking to observe professional secrecy.

3.2.2.1. Quality audit

The auditor(s):

- Conduct(s) a quality audit with the purpose of verifying the existence and effective implementation of the quality management system set up by the manufacturer and its conformity with the quality requirements in Part 2 of these certification regulations.

This audit is conducted according to the general principles defined in standard NF EN 19011 for conducting a quality audit. In particular, the scope of the audit and details of the procedure are specified in an audit plan sent to the company before the audit.

- Verify(ies) that the inspections stipulated in Part 2 have been carried out regularly for at least 3 months.
- Take(s) the samples required for the acceptance tests.

The audit duration is 2 days x 2 auditors (including preparation of the audit, the audit itself and writing up the report on site).

With the manufacturer's agreement, the auditors can take a copy of any document they consider necessary.

Case of companies with a certified quality management system

If the conformity of the quality management system has been recognised by certification awarded by an organisation meeting the requirements of standard NF EN ISO/IEC 17021 and recognised by AFNOR CERTIFICATION or LNE, the audit duration is reduced (by 1 day-auditor).

The audit reports drawn up by the quality management system certifying body must be sent to the auditor or consulted on site.

At the end of the audit, the lead auditor prepares an audit report drawing special attention to the effectiveness of the quality system set up, the strong points, weak points and a commented report of nonconformities. It also includes the report of tests carried out during the audit and the sampling sheet.

If tests are carried out during the audit, the test report and sampling sheet must be attached to this report.

The lead auditor prepares 2 copies of this report and sends one to LNE. He gives the original copy to the applicant.

The applicant informs LNE of any corrective actions adopted after nonconformities are detected.

3.2.2.2. Sampling

The auditors take the samples required for the tests from the end of the manufacturing line and/or the storage warehouses.

The sample comprises:

The samples for testing by the Mark laboratory are taken for each product family (compact, structured-wall) from the pipe and/or connection samples requested by the manufacturer.

Quantities sampled ***per formulation, per LOI and per factory:***

pipes

. one 4-metre pipe

connections

the sufficient number of connections for conducting the tests and chosen from the products subject to the acceptance application.

PVC films– coated textile backing

four rectangular 600x180 mm test specimens per sample: two in the longitudinal direction and two in the transversal direction.

The samples taken are marked by the person carrying out the inspection with a distinctive sign enabling them to be authenticated at a later date, and sent by/and under the responsibility of the manufacturer to the laboratory responsible for carrying out tests, unless the person carrying out the inspection decides to assume responsibility for them.

Note: the manufacturer has to keep in stock all models of products for which a right to use the NF mark is requested until the visit of the agent responsible for the inspection.

A sampling sheet is drawn up.

The samples taken are marked by the auditors with a distinctive sign used to authenticate them later, and must be accompanied by information allowing the manufacturing batch to be identified.

They are sent within 15 days by the manufacturer, and under his responsibility, to the independent laboratory (see Part 5 of these regulations) charged with carrying out the tests, unless the auditors decide to take charge of them.

3.2.3. TESTS

The tests to be carried out by the independent laboratory on the products sampled during the audit are defined in the table below.

TESTS	NUMBER OF TESTS	TESTING
PVC pipes and connections – LOI tests	1 per application	-at the Mark laboratory - during the audit
PVC pipes and connections – Expansion test	1 per application	-at the Mark laboratory
PVC films and coated textile backing – Electrical burner test	1 per application	-at the Mark laboratory

A test report is drawn up for the tests and sent by LNE to the manufacturer.

The manufacturer informs LNE of any corrective actions adopted following the detection of nonconformities.

3.2.4. EXAMINATION OF THE APPLICATION BY THE MARK COMMITTEE

A summary of the audit observations and test results is presented, in anonymous form, to the Mark Committee.

The layout of this summary must clearly highlight any point where the products, or the inspections implemented by the manufacturer, do not comply strictly with the requirements defined in Part 2 of these certification regulations.

After examining the various documents in the file, the Mark Committee decides whether to award or refuse the right of use.

3.2.5. DECISION AND NOTIFICATION

Based on the results obtained during examination of the application and the proposals of the special committee, LNE notifies the applicant of one of the following decisions:

a) Agreement to grant the right to use the Mark

b) Refusal of the right to use the Mark

A decision can be deferred in order to carry out additional examination of the application.

The applicant may appeal against the decision taken. The procedure is set out in Article 12 of the General Rules of the NF Mark.

If the right to use the NF mark is awarded, the beneficiary is known as the "holder". Maintaining this right is subject to the results of the verifications defined in Part 4.

The exercise of the right to use the Mark is strictly limited to the products for which it was granted, i.e. the duly defined products from the duly defined factories, and manufactured under the conditions set out in these certification regulations.