



ROBINETTERIE-
FONTAINERIE HYDRAULIQUE

CERTIFICATION

NF Certification Reference System: Valves-Hydraulic Fountain Fittings



Identification No.: NF 197
Revision No.: 5
Application date: 01/07/2017

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This certification reference system has been submitted for validation by the CSTB Technical Department. It was approved by the AFNOR Certification Managing Director on 03/05/2017 for acceptance into the NF certification system.

It cancels and replaces all previous versions.

As a certifying body accredited by the COFRAC under the number 5-0010, accreditation range available at www.cofrac.fr, CSTB undertakes to draft certification reference systems that guarantee an appropriate level of requirements for the quality of the products, their suitability for use and their durability.

This certification reference system may therefore be revised, in whole or in part, by CSTB, after the interested parties have been consulted in accordance with the requirements in Standard NF X 50-067. The revision of the certification reference system is approved by the AFNOR Certification Managing Director.

MODIFICATION HISTORY

| Modified section | Revision no. | Date brought into application | Modification made |
|---------------------------------|--------------|-------------------------------|---|
| The whole document | 2 | 30/05/2005 | Revision of Certification Rules: - to take into consideration the mandate given to CSTB for this application, - to bring them into conformity with the new structure, - to take the new European standards into account. |
| The whole document | 3 | 19/10/2009 | Change in AFAQ AFNOR Certification logo and corporate name, to be referred to as AFNOR Certification as from April 2008. New CSTB logo. |
| Body of the Certification Rules | 3 | | The evolution of the regulatory context is to be taken into consideration. |
| Technical document 1 | 3 | | Additional and complementary technical specifications. Example: Preparation of the surface. |
| Technical document 2 | 3 | | Change to Paragraph 3: Production quality requirements. |
| Technical document 4 | 3 | | The new European standards and the national complementary standards for pillar fire hydrants, as well as the CE marking are to be taken into consideration. |
| Technical document 5 | 3 | | The new European standards and the national complementary standards for fire hydrants, as well as the CE marking are to be taken into consideration. |
| Body of the Certification Rules | 4 | 03/10/2013 | <ul style="list-style-type: none"> • Modification of Article 2.2.1.2 concerning the regulations. • Updating the standards • Updating Article 2.4 to include the new NF logo. • “Sampling in the shops” to be added to Article 6.1 Services relating to NF certification • Certification files – Part 7: <ul style="list-style-type: none"> - Introduction of a summary table for the preparation of the certification dossiers - Updating the standard letters and sheets; - Standard letter 4 to be added – Application for renunciation - Standard letter 5 to be added – Application for suspension - Standard sheet 2 to be added - Sample mandate |

| Modified section | Revision no. | Date brought into application | Modification made |
|-------------------------|---------------------|--------------------------------------|---|
| | | | <ul style="list-style-type: none"> • Some of the definitions to be modified or added to the glossary– Part 8 |
| Technical document 1 | 4 | 03/10/2013 | <ul style="list-style-type: none"> • Updating the standards • Resistance to corrosion – Neutral salt spray test, standardised duration of exposure equivalent to 480h |
| Technical document 2 | 4 | 03/10/2013 | <ul style="list-style-type: none"> • Directions of operation described using the following acronyms: 'FSH' and 'FAH' • Design: interlocking connections to be added • Modification of Chapter 'Spare parts' |
| Technical document 3 | 4 | 03/10/2013 | <ul style="list-style-type: none"> • Modification to the document presentation, using the numbering system in standard NF EN 593+A1 • Updating the standards • Directions of operation described using the following acronyms: 'FSH' and 'FAH' • Modification of Chapters 'Product families' and 'Product availability'. |
| Technical document 4 | 4 | 03/10/2013 | <ul style="list-style-type: none"> • Modification to the document presentation, using the numbering system in standard NF EN 14384 • The Chapter 'Drainage fittings' is to be supplemented to specify the assessment of the time required for draining. • The operating procedure used for 'Resistance of the fire hydrants to bending and to any load applied above ground level' is to be supplemented. • Modification of Chapters 'Product families' and 'Product availability'. |
| Technical document 5 | 4 | 03/10/2013 | <ul style="list-style-type: none"> • Modification to the document presentation, using the numbering system in standard NF EN 14339 • The Chapter 'Drain fittings' is to be supplemented to specify the assessment of the time required for draining. • Outlet port: removal of the possibility of fitting the outlet with a DN100 symmetrical hydrant nipple. |

NF Certification Reference System - Valves-Hydraulic Fountain Fittings
Revision No.: 5



| | | | |
|--------------------------------|---|------------|--|
| Certification reference system | 5 | 01/07/2017 | <ul style="list-style-type: none">• Newly structured reference system split into two sections: the reference system and an administrative management appendix to the reference system.• Field of application extended to the suction hydrants• Addition of a paragraph, "applicant commitment"• Addition of a paragraph, concerning fraud and falsification.• Updating the glossary• Updating the Consumer Code references• Inclusion of measures from standard ISO 9001: 2015• Updating of standard letters and sheets in the administrative management appendix• Formatting and updating of technical documents. |
|--------------------------------|---|------------|--|

Part 1

Application

1.1 Scope

This certification reference system currently concerns the valves and fountain fittings designed to be used on water conduits (raw, treated or potable) used as parts of potable water supply systems or, in certain cases, used for firefighting.

The product families covered by these rules are the following:

- cast iron gate valves;
- metallic butterfly valves;
- pillar fire hydrants;
- fire hydrants;
- suction devices.

The NF mark strives to inspect the safety characteristics for people and goods, the suitability for use and the durability of the products, as well as any complementary characteristics to enable them to stand out in the market.

1.2 Certification added value

Certification is recognition by a third party of the conformity of the characteristics demonstrating the added value of the product,

The certified characteristics of the application NF - Valves-Hydraulic Fountain Fittings are the following:

- a) for cast iron gate valves:
 - constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection; (*)
 - full flow;
 - delivered with an operating accessory; (*)
 - existence of a minimum inventory; (*)
 - availability of spare parts and maintenance instructions; (*)
 - existence of logistics enabling deliveries within 24 hours; (*)
 - sales documentation including a drawing showing the dimensional characteristics, indications of weight, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges or of the connections, the use precautions, the references to the applicable standards.
- b) for metallic butterfly valves:
 - constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection; (*)
 - multi-turn closing mechanisms;
 - delivered with an operating accessory; (*)
 - existence of a minimum inventory; (*)
 - availability of spare parts and maintenance instructions; (*)
 - existence of logistics enabling deliveries within 24 hours; (*)
 - sales documentation including: a general drawing, the dimensional characteristics, the indications of weight, the hydraulic characteristics, the allowable operating pressure (PFA

- in French) and the dimensions of the ISO PN coupling flanges whenever the valve has them, the use precautions, the references to the applicable standards;
- catalogue, including a range of manual or electrical actuators. (*)
- c)** for pillar fire hydrants:
- constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection; (*)
 - gradual flow at opening and closing; (*)
 - existence of a minimum inventory; (*)
 - availability of spare parts and maintenance instructions; (*)
 - existence of logistics enabling deliveries within 24 hours; (*)
 - sales documentation including: a general drawing, the dimensional characteristics, the indications of weight, a curve of the evolution of the Kv as a function of the opening, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges, the installation and use precautions, the references to the applicable standards;
 - catalogue, including S-shaped adjusting implements. (*)
- d)** for fire hydrants:
- constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection; (*)
 - gradual flow at opening and closing; (*)
 - existence of a minimum inventory; (*)
 - availability of spare parts and maintenance instructions; (*)
 - existence of logistics enabling deliveries within 24 hours; (*)
 - sales documentation including: a general drawing, the dimensional characteristics, the indications of weight, a curve of the evolution of the Kv as a function of the opening, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges, the installation and use precautions, the references to the applicable standards;
 - catalogue, including S-shaped adjusting implements. (*)
- e)** for suction devices:
- minimum level of corrosion protection; (*)
 - existence of a minimum inventory; (*)
 - availability of spare parts and maintenance instructions; (*)
 - existence of logistics enabling deliveries within 24 hours; (*)
 - sales documentation including a drawing showing the dimensional characteristics, indications of weight, the allowable operating pressure (PFA) and the dimensions of the ISO PN coupling flanges, installation and operating precautions and the references to the applicable standards.
 - catalogue, including S-shaped adjusting implements. (*)

(*): Supplementary characteristics to the product standards.

CSTB is responsible for assessing the certified characteristics, with the following control measures:

| | Admission | Continued monitoring |
|---|------------------|---|
| <p>Production audit carried out by a qualified technical auditor:</p> <ul style="list-style-type: none"> - Verification that the production inspections and records have been carried out: raw materials, manufacturing, finished products, etc. - Verification of the quality management provisions: metrology, packaging, storage, traceability, product marking, processing of non-conformities and customer complaints, etc. - Supervision of certified characteristics tests carried out by the applicant, where applicable. | Yes | <p>Yes</p> <p>Frequency: 2 annual audits (*)</p> |
| <p>Tests carried out in the applicant/holder's laboratory by a laboratory recognised by the certifying body (independent and competent):</p> <ul style="list-style-type: none"> - Samples taken by the certifying body or the applicant and carried out on the applicant/holder's site and/or on the market. | Yes | <p>Yes</p> <p>Frequency: 2 annual test campaigns</p> |

(*) The audit frequency can be increased if critical non-conformities are observed.

1.3 Applying for certification / Certification contract

Any legal entity:

- manufacturing products within the scope defined above and that can comply with the technical requirements described in Part 2 of this document,
- or distributing products within the scope defined above for which the manufacturer complies with the technical requirements described in Part 2 of this document,

can apply to benefit from a right to use the NF Mark - Valves-Hydraulic Fountain Fittings.

Such a request is referred to as "application", while the entity which makes it is known as the "applicant".

The applicant submits its application to the certifying body. It is accompanied by all the useful information concerning the given products, the operating conditions and quality control to ensure compliance of the products with this certification reference system.

An application form and the list of information to be supplied to support an application are appended to this certification reference system.

During a period of 10 working days, beginning on the date of receipt by the certifying body of its application for certification, the applicant has the right to desist from its commitments, for any cause whatsoever, by sending a registered letter with return receipt to the certifying body.

The Certification contract is composed of the completed and signed application letter, possibly accompanied by the estimate; it is governed by all the documents referenced to this application letter (NF mark general rules, certification reference system, complementary technical requirements, etc.).

The Contract is entered into for an unlimited term.

The holder may terminate with no further legal formality NF certification for all or some of his or her certifications for any reason whatsoever, in particular when activity has ceased.

Such termination takes effect only after the expiration of a period of 15 days beginning on the date of receipt by CSTB of the registered letter with return receipt, remitted by the holder, communicating the termination with no further legal formality of the NF certification for one of the reasons defined above.

Beginning at the date when the termination takes effect, the holder undertakes to no longer use in any way whatsoever, nor reproduce on any medium whatsoever the NF mark for the products, the certification of which has halted.

The certifying body reserves the right to halt an NF certification. The certifying body then specifies the transitional procedures and conditions before the definitive halting of the certification concerned.

The contract is governed by French law. If there is any problem with interpretation, execution or validity of the Contract, the Parties agree to solve their differences out of court unless there is an emergency that justifies calling in a competent jurisdiction acting in summary proceedings.

If the Parties are unable to resolve their differences within three (3) months from their emergence, the dispute will be taken by the most diligent Party before the competent French courts.

Note 1: Particular case of an admission request in a country subject to special vigilance:

After observing a number of tensions throughout the world, the French Ministry of Foreign Affairs defined alert areas for each country under the following conditions:

<http://www.diplomatie.gouv.fr/fr/conseils-aux-voyageurs/conseils-par-pays/>

- green areas for normal vigilance;
- yellow areas for reinforced vigilance;
- orange areas inadvisable unless for imperative reasons;
- red areas highly inadvisable.

In accordance with the recommendations of the French Government, with a view to ensuring the safety of CSTB personnel and its subcontractors (hereafter referred to as “the Auditors”), any admission applications for certification made by entities whose sites to be assessed within the framework of certification are situated on the territory of a country classified in orange- or red-alert areas shall not be taken into consideration by CSTB.

As regards certification applications made by entities whose sites to be assessed within the framework of certification, during the admission or follow-up stages, are situated on the territory of a country classified in a yellow-alert area, Auditors are allowed to travel provided the audited entity makes arrangements locally and entirely at its own expenses for the transport and accommodation of Auditors so that their safety may be ensured.

Within 10 days prior to any travel, the applicant/holder shall provide CSTB with the Auditors’ travel and accommodation conditions required to ensure their safety. CSTB may make observations and justify additional requests; it reserves the right to cancel any business trip if the conditions submitted do not provide sufficient guarantees for safety.

Note 2: Specific case of production subcontracting by an applicant

The applicant may subcontract part of the manufacture of their products covered by this certification reference system.

If so, they undertake to:

- be responsible for the effectiveness of the production control system as a whole in accordance with this certification reference system;
- be able to provide on the one hand the specifications that define the inspection operations that he imposes on his subcontractor in order to comply with the requirements in this certification system, on the other hand the evidence regarding the subcontractor’s skills in complying with those requirements.

Note 3: Specific case of a new application in the context of a withdrawal or suspension of a certificate following a penalty

If CSTB announces the withdrawal of a certificate following a penalty, the holder loses their right to use the NF mark. They become a former holder. The former holder may not submit a new certification application for a product that is identical to the product at the source of the decision to withdraw the certificate, unless they provide CSTB with evidence deemed satisfactory demonstrating that curative and corrective actions have been implemented since the withdrawal decision, bringing the product into strict and sustainable compliance with all the Certification requirements.

Similarly, if CSTB announces the suspension of a certificate following a penalty, the holder loses the right to use the NF mark until CSTB lifts this suspension. By lifting the suspension, it is assumed that the holder has supplied CSTB with evidence deemed satisfactory demonstrating that curative and corrective actions have been brought in following the suspension decision, bringing the product into strict and sustainable compliance with all the Certification requirements.

1.4 Applicant's commitment

Before making its request, the applicant shall make sure that it meets the conditions set down in this certification reference system concerning its product and the sites concerned. It is the applicant's responsibility to make sure that the regulations applicable to its product are fulfilled.

It shall commit itself to respect those same conditions during the whole duration of use of the NF mark.

The applicant undertakes to:

- 1 accept and comply with the conditions fixed and defined in the certification reference guide specific to the field of products concerned, and in particular, to:
 - present for certification the products in compliance with the regulations in force concerned,
 - implement the modifications required by the changes in the certification reference system communicated by the certifying body,
 - use the NF mark under the conditions set down in the certification reference system and only for the certified products,
 - responsively follow up on the decisions taken by the certifying body as part of the certification (in particular, specify and implement corrective actions in response to any disparity detected, or apply a decision of sanction);
- 2 to pay the certification fees (management, audit and tests, if need be) in conformity with the price list in force;
- 3 not to submit to certification any counterfeited products;
- 4 to take the necessary measures:
 - to conduct the audit, including the supply of elements to be examined such as: documentation and records, access to the relevant equipment, locations, production areas, staff and client's subcontractors,
 - for the participation or non-participation of third-party observers during the audit, where appropriate;
- 5 to examine and record all the complaints:
 - those records shall be made available to the certifying body and to the auditors, upon request,
 - to take any appropriate action related to those complaints or defects observed in the products, that affect their conformity to the certification requirements,
 - to provide documents pertaining to the actions undertaken;
- 6 to reserve the trade name of the product presented only for certified products in compliance with the Technical Requirements concerned;
- 7 to efficiently apply the production control system established in order to meet the requirements of the certification reference guide;
- 8 to carry out the verifications incumbent upon it so that continuation of the right to use the NF mark may be granted;
- 9 to immediately inform the certifying body of any modification to the basic file submitted during the application for the right to use the NF mark (in particular any modification to the product(s) related to the application);
- 10 to inform the certifying body of any definitive or temporary halt in the production concerned by the certificate;
- 11 to make statements and give papers on certification consistent with the scope of certification;
- 12 neither to use its product certification in such a manner as to bring the certification body into disrepute, nor to make any statement regarding its product certification that the certification body may consider misleading or unauthorized, in particular:

-
- not use the NF mark in a way that is abusive or not in compliance with the certification reference guide in force,
 - not use the certifying body's logo;
- 13 upon suspension, withdrawal, or termination of certification, to discontinue its use of all advertising matter that contains any reference thereto, to take action as required by the certification reference system, and to take any other required measure;
 - 14 to communicate to the certifying body, at its request, all the advertising printed matter and catalogues referring to the NF mark;
 - 15 if copies of the certification documents are provided to others, to reproduce them in their entirety or as specified in the certification reference system;
 - 16 in making reference to its product certification in communication media such as documents, brochures or advertising, to comply with the requirements of the certifying body;
 - 17 for all the associated personnel of the certifying body or of its qualified subcontractors, to make sure that all the safety provisions concerning the working conditions, sites or equipment are in compliance with the regulations in force at the locations concerned.

1.5 Publication

The certifying body reserves the right to publish the certificates to provide the best possible information to users.

The characteristics certified, the list of holders of the NF mark and/or the NF certificates are made public via the certifying body's website.

Part 2

The Certification Scheme

The certification scheme for the application NF - Valves-Hydraulic Fountain Fittings consists of this certification reference system, which references:

- the NF mark General Rules, which set the organisation and conditions for the use of the mark;
- the standards and the complementary specifications;
- the additional technical requirements.

This certification reference system is consonant with the framework of the certification of products and services other than foodstuffs, as provided for in the Consumer Code (articles R433-1 to R433-2 and L433-3 to L433-11). It specifies the conditions for applying the General Rules of the NF mark to products defined in Part 1.

2.1 Regulations

The granting of the right to use the NF can in no way substitute CSTB's responsibility for the legal responsibility on the company which holds the NF mark usage right.

As regards the regulatory requirements covered by this certification reference system, the applicant/holder shall submit to the certifying body during the certification audits the documentary evidence defined in the regulations and attesting to the compliance of his product with the regulatory requirements.

Note: If the documentary evidence is not handled or available on the site where the audit is being conducted, this evidence shall be submitted to the certifying body, using any appropriate means, before the certifying body ends its assessment.

The applicant/holder is held responsible to the certifying body for any inaccurate, deceptive and/or non-compliant documentary evidence with regard to the definition of documentary evidence as laid down in the regulations.

The certifying body's tasks do not lie in proving conformity of a product to the regulatory requirements listed in this document. Those tasks are strictly incumbent upon the bodies approved by the authorities in charge of applying each of the regulations concerned.

The regulations applicable for launching products on the French market and for which the applicant/holder shall submit to the certifying body a document attesting to the conformity of his product to the regulations are listed below.

| Regulations | Documentary evidence required |
|--|---|
| Regulation (EU) n° 305/2011 of the European Parliament and Council of 9th March 2011. | Declaration of performances (DoP) |
| Decree of May 29, 1997 relating to the materials and objects used in fixed installations for the production, treatment and distribution of water intended for human consumption, as modified by the Decree of June 24, 1998 and the Decree of August 22, 2002. | The ACS (Health compliance certificate) materials or accessories, as defined in the circular DGS/SDA 2002 n° 571 of 25/11/02, is proof of compliance with the regulation. |

2.2 The standards and additional specifications

2.2.1 STANDARDS

For the references that indicate a date of implementation or an index, only the version cited is applicable. For references that do not indicate a date of implementation or index, the most recent version of the reference document applies (including any amendments).

GENERAL STANDARDS

NF EN 805, *Water supply – Requirements for systems and components outside buildings.*

NF EN 558, *Industrial valves - Face-to-face and centre-to-face dimensions of metal valves for use in flanged pipe systems - PN and Class designated valves.*

NF EN 1074-1, *Valves for water supply – Fitness for purpose requirements and appropriate verification tests – Part 1: General requirements.*

NF EN 1074-6, *Valves for water supply – Fitness for purpose requirements and appropriate verification tests – Part 6: Pillars and hydrants.*

NF EN 1561, *Founding - Grey cast iron.*

NF EN 1563, *Founding - Spheroidal graphite cast iron.*

NF EN 1092-2, *Flanges and their assemblies - Circular flanges for pipes, valves, fittings and accessories, PN designated - Part 2: Cast iron flanges*

NF EN 545, *Ductile iron pipes, fittings, accessories and their joints for water pipelines - Requirements and test methods.*

PRODUCT STANDARDS

For cast iron gate valves

NF EN 1074-2, *Valves for water supply – Fitness for purpose requirements and appropriate verification tests – Part 2: Shut-off valves.*

For metallic butterfly valves

NF EN 593+A1, *Industrial valves - Metallic butterfly valves.*

For pillar fire hydrants

NF EN 14384, *Pillar fire hydrants.*

NF S 61-213/CN, *National supplement to NF EN 14384.*

For fire hydrants

NF EN 14339, *Underground fire hydrants.*

NF S 61-211/CN, *National supplement to NF EN 14339.*

For suction devices

NF S 61-240, *Firefighting equipment - Suction devices for external firefighting systems - Requirements and test methods*

2.2.2 ADDITIONAL TECHNICAL SPECIFICATIONS

To complement the requirements set down in the previous paragraphs, the products shall meet the complementary specifications defined in the following technical documents in force:

- Technical document 197-01: complementary specifications applicable to all the families of products – corrosion protection of valves designed for water supply systems;
- Technical document 197-02: cast iron gate valves;
- Technical document 197-03: metallic butterfly valves;
- Technical document 197-04: pillar fire hydrants;
- Technical document 197-05: fire hydrants;
- Technical document 197-06: suction devices.

2.3 Modification declaration

This paragraph specifies the information that the holder of the right to use the NF mark must provide to CSTB and the procedures he must follow in the event of any modifications to:

- the holder;
- the service-providers;
- the manufacturing plant;
- the quality organisation of the manufacturing plant;
- the product;
- the service to be provided;
- the distribution system.

Failure to respect this obligation as observed by CSTB may lead to a suspension or withdrawal of the right to use the NF mark.

In the cases not provided for earlier, CSTB determines whether the modifications bring the certification into question and if it is necessary to carry out a complementary verification.

Depending upon the results of the examination, CSTB communicates the appropriate decision.

2.3.1 MODIFICATION CONCERNING THE HOLDER

The holder shall communicate in writing to CSTB any legal modification of his company or any modification in his company name.

In case of merger, liquidation or absorption of the holder, all rights to use the mark, to which he might benefit, automatically stop.

A new admission application may be submitted and its examination may be moderated depending upon the modifications made.

2.3.2 MODIFICATION CONCERNING THE SERVICE-PROVIDERS/SUB-CONTRACTORS

The holder shall communicate to CSTB in writing any modification concerning its providers of supplies and services (change, evolution of contract, etc.).

2.3.3 MODIFICATION CONCERNING THE PRODUCTION UNIT

Case of a production transfer: Any transfer (total or partial) of the manufacturing unit of a certified product to another production site entails an immediate halt in the NF marking by the holder on the products concerned.

The holder shall declare this transfer in writing to CSTB which will organise an audit of the new production unit and, as the case may be, have tests carried out. This declaration may be followed up by an additional admission request.

The inspection visit can be limited, or even eliminated, when the new production unit is already well known by CSTB.

The procedures of assessment and of renewal decision of the certification are the same as those for admission as described in Part 3 of this certification reference system.

Case of a modified production process: The holder shall prove that the modification of the production process does not have an impact on the performances of the product's certified features (Cf. § 2.4.2.: § 8.5.6. ISO9001 V15); they inform CSTB of this.

2.3.4 MODIFICATION CONCERNING THE PRODUCTION UNIT'S QUALITY ORGANISATION

The holder shall declare in writing to CSTB any modification relative to his quality organisation which might affect the conformity of the production to the requirements of this certification reference system.

In particular, he shall declare any modification in the certification of his quality management system.

Any modification concerning the quality organisation of the production unit may give rise to an inspection of this unit or be subject to a specific check during a follow-up inspection.

Any temporary halt in the internal quality assurance operation for a certified product entails an immediate halt in the NF marking of this product by the holder, who must inform CSTB of this.

CSTB then communicates to the holder a decision to suspend the right to use the NF mark for a specific duration following which, if the right of use cannot be re-established, this holder's right to use the NF mark will be withdrawn.

Upon the request of the holder, the right of use will be reinstated after an audit on the production unit has been carried out or the elements supplied by the holder have been assessed.

2.3.5 MODIFICATION CONCERNING THE CERTIFIED PRODUCT

Any modification to the certified product when compared with the application dossier likely to have an effect on the product's compliance with the requirements in the certification reference system shall be declared in writing to CSTB.

According to the modification declared, CSTB determines whether this is a certification extension application.

2.3.6 TEMPORARY OR DEFINITIVE HALT IN PRODUCTION

Any definitive or temporary halt in the manufacture of the certified product (or range or products) or any abandonment of a right to use the NF mark shall be declared in writing to CSTB, specifying the time necessary to sell off the inventory of the NF-labelled products.

When the period indicated by the holder expires, the product is removed from the list of certified products. In the case where the product is manufactured in several plants, the product is withdrawn from the list of certified products relating to the plant concerned.

The suspension or withdrawal of the right to use the NF mark is communicated by CSTB to the holder of the NF mark.

Any temporary halt in the manufacture of the certified product (or range or products) must be the subject of a suspension of the right to use the NF mark for a maximum period of 6 months, renewable once, if applicable. The total duration of the suspension of the right to use the NF mark for these products must not exceed one year. The lifting of the suspension may only be announced following an assessment that may be in the form of an audit and/or tests.

2.3.7 MODIFICATION CONCERNING THE SERVICE

Any modification concerning the organisation of the service (assistance, distribution, etc.) shall be declared in writing to CSTB.

CSTB determines whether the modifications made might bring the use of the NF Mark into question and it reports to the committee that will be proposing measures.

2.3.8 MODIFICATION CONCERNING THE DISTRIBUTION SYSTEM

The holder shall commit himself to inform CSTB of any modification to the distribution of the certified products as soon as he becomes aware of such modification and, in particular, whenever he stops supplying a distributor who holds the right to use the NF mark, which means that the right to use the NF mark is no longer maintained.

The distributor whose right to use the NF mark has been maintained shall commit himself to inform CSTB of any modifications in his supplies that would result in the right to use the NF mark no longer being maintained. The distributor's right to use the NF mark can only be validated after a new examination in accordance with Part 3 of this certification reference system.

2.4 The quality management provisions: audit reference system

2.4.1 PURPOSE

Applicants/holders and their distributors holding maintenance of the right to use are each responsible in relation to the right to use the NF mark relative to the product in question.

The applicant/holder shall implement all necessary means to guarantee that the product complies with this certification reference system at all times. In addition, they must ensure the command of their external service providers using all methods to assess all the component elements of a product or external service(s) for which they are the applicant or holder of the right to use the certification mark.

This paragraph sets the minimum provisions that the applicant/holder shall implement in terms of quality management to ensure that the products are manufactured respecting the certification reference system at all times.

The quality system depends in part on the establishment by the applicant/holder of a set of organisational measures ensuring conformity of the delivered products with the standards and additional specifications, if applicable. These measures are described in Paragraph 2.4.2 below.

2.4.2 MINIMUM REQUIREMENTS FOR QUALITY MANAGEMENT

To claim the NF mark, the applicant / holder must have a quality management system that has been certified in compliance with standard NF EN ISO 9001 by a certifying body accredited by the "Comité Français d'Accréditation" (COFRAC) (French Accreditation Committee) or by a member of the European cooperation for Accreditation (EA) – see signatories on the COFRAC site (www.cofrac.fr):

- NF EN ISO 9001 revision 2008 (applicable until 15 September 2018), and
- NF EN ISO 9001 revision 2015 (applicable as of 15 September 2015).

Moreover, the service quality management is required to and must meet the requirements defined in the technical documents relating to each product family. The applicant/holder shall establish and update procedures to provide services and report on their complying with the requirements specified.

The audits are carried out according to Table 1 below. This table indicates the specific requirements in Standard NF EN ISO 9001 which must be verified in the context of the certification.

In the event of an admission audit, all the points shall be examined.

Within the framework of a follow-up audit, all the necessary requirements identified on the shaded lines in Table 1 below, must be audited. All the other requirements pertaining to quality management shall be audited over a period of 3 years.

Table 1 (Applicable requirements)

| § ISO 9001: 2008 | § ISO 9001: 2015 | REQUIREMENTS | MINIMUM EVIDENCE EXPECTED | APPLICABLE (NA = not applicable) |
|----------------------|------------------|--|---|--|
| 5. Leadership | | | | |
| 5.5.1 / 5.5.2. | 5.3. | Organizational roles, responsibilities and authorities | <ul style="list-style-type: none"> * Organization chart * Description of responsibilities and authorities (examples: organization chart, job sheets, etc.) * Person appointed to be responsible for organizing and efficiently implementing the production system | <ul style="list-style-type: none"> ■ To be used for persons responsible for the inspection or with a direct impact on critical points in making the product All the items except: * ISO 9001 V15: §5.3 c,d |
| 7. Substrate | | | | |
| 6.4. | 7.1.4. | Environment for the operation of processes | <p>Evidence of the maintenance of the work environment.</p> <p>Examples: storage of a product and its components to protect them from bad weather, adapted ambient conditions, etc.</p> | <ul style="list-style-type: none"> ■ To be used for processes linked to the production of the products/execution of the services |
| 7.6. | 7.1.5. | Monitoring and measuring resources | <ul style="list-style-type: none"> * List of the inspection, measuring and test equipment used on the product/service production site and/or in the laboratory, * Identification of the equipment used to determine their validity, * Planning for the verification or calibration of the equipment having an impact on the validity of the results (in particular the equipment used to perform tests on certified characteristics), * Evidence of the verification and/or calibration operations (e.g. equipment data sheet, verification or calibration report, etc.), * Evidence of connection to national or international standards (where possible), * Validation of software used to monitor and measure the specified requirements, where appropriate. | <ul style="list-style-type: none"> ■ To be used for processes linked to the production of the products/execution of the services |
| 6.2. | 7.2. | Competence | <ul style="list-style-type: none"> * Compliance with test methods and inspection provisions. * Actions planned to acquire the necessary competence (training, tutoring, etc.), where appropriate. | <ul style="list-style-type: none"> ■ To be used for persons responsible for the inspection or with a direct impact on critical points in making the product |

| § ISO 9001: 2008 | § ISO 9001: 2015 | REQUIREMENTS | MINIMUM EVIDENCE EXPECTED | APPLICABLE (NA = not applicable) |
|---------------------|------------------|---|--|--|
| 4.2. | 7.5. | Documented information | <p>* List of the internal and external documented information. Examples: Procedures, operating methods, test methods, inspection instructions, quality records</p> <p>* Evidence of control of internal and external documents Example: Availability of the applicable version of the test method, the reference system, the inspection provisions, etc.</p> | <p>■ To be used for processes linked to the production of the products/execution of the services</p> <p>All the items except: * ISO 9001 v08: § 4.2.1., 4.2.2</p> <p><i>Note: Quality manuals are no longer required.</i></p> |
| 8. Operation | | | | |
| 7.4. | 8.4. | Control of externally provided processes, products and services | <p>* List of the service providers</p> <p>* Contract / order defining the requirements of the applicant / holder of the certification</p> <p>* Evidence of the verification of raw materials, components (1), services purchased</p> <p>* Evidence of the verification of subcontracting conditions: transport, handling, tests (2), etc.</p> | <p>■ To be used for raw materials, bought-in components and outsourced services affecting the quality of the product/service</p> <p><u>External providers:</u></p> <p>* supplier of raw materials, components, services integrated into the product/service</p> <p>* subcontractor of external services (ex: tests, handling, transport, etc.)</p> <p><i>(*) Specific case of <u>applicants/holders subcontracting part of their production</u></i> <i>CSTB audits the subcontractors (as provided for in the certification reference system)</i></p> <p>All the items except: * ISO 9001 v08: § 7.4.1. * ISO 9001 v15: § 8.4.1.</p> |
| 7.5.1 / 7.5.2. | 8.5.1. | Control of production and service provision | <p>* Information defining the characteristics of products and services. Examples: product plan / description of the service, etc.</p> <p>* Information defining the activities to be carried out and the results to be obtained. Examples: operating method(s), working instruction(s), test method(s), certification reference system (expected performance)</p> <p>* Monitoring and measurement activities Examples: Monitoring plan, inspection procedures and instruction(s), test method(s), etc.</p> <p>* Conservation of documented information proving the conformity of products/services with the acceptance criteria (Same as § 8.2.4. ISO 9001 v08 and § 8.6.ISO 9001 v15)</p> | <p>■ Note: for each type of device holding the NF Mark, the following elements must be available during the audit:</p> <ul style="list-style-type: none"> - an updated drawing; - type-testing; - the results of the validation at the end of the design stage. |

| § ISO 9001: 2008 | § ISO 9001: 2015 | REQUIREMENTS | MINIMUM EVIDENCE EXPECTED | APPLICABLE (NA = not applicable) |
|----------------------------------|------------------|---|---|--|
| 7.5.3. | 8.5.2. | Identification and traceability | * Identification / Marking of the product in accordance with the requirements in the Certification reference system *Marking of commercial documents in compliance with this certification reference system. | ■ < To be used in all cases for identification (and traceability if relevant) > |
| 7.5.5. | 8.5.4. | Preservation | Verification that the product is preserved throughout the production line (identification, handling, storage, packaging, transport, etc.) | ■ |
| - | 8.5.6. | Control of changes (in production / service provision) | * Evidence of the control pertaining to the modifications in the manufacturing process / service provision, in particular the impact of modifications on the product's performance (3) : - reviewing the modifications, - person permitting modifications and all the necessary related actions. | ■ |
| 8.2.4. | 8.6. | Release of products and services | * Provisions for the control of products/services; records of the results of inspections and compliance with the acceptance criteria (4) * Name of the persons responsible for releasing the finished products / services | ■ |
| 8.3. | 8.7. | Control of nonconforming outputs | *Provisions for processing non-conformities, including customer complaints, and implementation of these provisions (5) * No dispensation granted as regards the performance of a certified characteristic | ■ |
| 9. Performance evaluation | | | | |
| 8.2.2. | 9.2. | Internal audit | Audit report | ■ |
| 10. Improvement | | | | |
| 8.5.2. | 10.2. | Nonconformity and corrective action | * Implementation of corrective actions to deal with non-conformities pertaining to a certified product, including customer complaints (6) * Effectiveness of the actions taken. | ■ |

The applicant/holder shall possess the necessary ways and means for the controls and tests defined by the standards, reference documents and complementary specifications mentioned in Paragraph 2.2 of this certification reference system. The applicant/holder agrees to carry out reliable and regular verification of its production:

- Control of the product components,
- Inspection during production,
- Verifications and tests carried out on finished products.

(1) Control of the product components

The manufacturer shall check with its subcontractor(s), if any, the conformity of the products delivered with regard to the specifications in its order, either by making sure that the supplier's quality management system enables it to benefit from a sufficient degree of confidence as far as the quality of the purchased products is concerned, or by performing itself the appropriate checks by taking samples from batches delivered.

(2) Subcontracting tests

Applicants/holders may subcontract the tests to an external laboratory, on the condition that a contract or an order is put in place. Subcontracting is only possible if the following conditions are met:

- subcontracting the tests does not result in a disruption to the production process (due to wait time for results, for example);
- the conditions for subcontracting tests are formalised in the contract or order and must define the applicable test method, the testing frequency, the requested response times for results, the notification of results in writing, the procedure in the case of non-compliant results and the type of equipment used;
- the subcontractors' laboratory where the test is carried out must be accredited according to standard NF EN ISO/CEI 17025, otherwise the party requesting the test (holder of the certification mark) must ensure annually that the equipment used is compliant (calibration, test configuration, etc.) and the staff carrying out the test have the necessary skills.

(3) Approach to the assessment of the complementary requirement in Standard ISO 9001 version 2015 compared to Standard ISO 9001 version 2008

Within the framework of the Product Certification audit, the only complementary requirement referred to concerns the requirements of § 8.5.6 in Table 1: "Control of changes in production / service provision".

If the applicant/holder does not comply with this requirement, the auditor shall notify as follows:

- suggested improvement (if the fact occurred prior to 15/09/18)
- a deviation (if the fact is subsequent to 15/09/18).

(4) Inspection during production and on finished products

During production

In-production inspection must be organised by the applicant/holder. This concerns the product in its intermediate states at the main steps of fabrication and the review inspection of the set points of the production equipment (fabrication machines, tooling).

Verification instructions shall be formalised and made available to the operators.

On finished products

Applicants/holders are required to verify the characteristics of the finished products before delivery and are responsible for putting this control in place. The controls and tests of finished products manufactured by the applicant/holder are carried out according to the standards and technical documents relating to each product family.

The method for collecting the samples required for testing must be clearly specified in the applicant's/holder's quality plan and must not be left to the sole discretion of the operator.

Applicants/holders shall record the results of the controls. Should the results of the normal inspections prove to be insufficient, the latter shall be reinforced and the causes of failure shall be detected in order to remedy this by supplementing the production inspections, where appropriate.

(5) Provisions for processing non-conformities

These notably include:

- an analysis for identifying the cause of the anomaly,
- an analysis to determine the impact of the anomaly on production since the previous control,
- management ensuring that the implementation of the corrective actions is effective,
- In the unlikely event that non-compliant products are delivered to a customer, the latter shall be notified immediately so that appropriate measures can be taken.

(6) Customer complaints

The customer complaints record is audited; to do this, holders shall keep:

- a record of all the complaints and appeals pertaining to products covered by this certification reference system;
- a record of the corrective measures adopted when the complaints have revealed a production anomaly.

The holder shall be able to show the auditor extracts from these records relating to complaints that involve products covered by this certification reference system.

2.5 Marking – General provisions

Marking is an integral part of the certification of a product.

Beyond the identification of a certified product and its traceability, the marking of a product with the NF logo ensures better protection for users and enables the users to be defended against abusive usage and counterfeits.

The reproduction and attachment of CSTB, AFNOR and AFNOR Certification logos are strictly prohibited without the prior agreement of these bodies.

Furthermore, the purpose of mentioning the main certified characteristics is to make technical characteristics to which the NF mark is applicable transparent for consumers and users. It therefore adds value to the certification and its content.

Under no circumstances is it possible to make reference to the NF mark before the right to use this mark is obtained or to present counterfeit products for certification.

The purpose of the marking rules below is to guide the holder in complying with the regulation requirements and the certification requirements. The General Rules of the NF mark specify the guidelines for usage, the guidelines for validity and the procedures for penalties for wrongful usage of the NF mark.

Without prejudice to the penalties set down in the General Rules of the NF mark, any erroneous communication of the certified characteristics and any fraudulent use of the NF logo exposes the holder to legal action for, in particular, deceptive marketing practices.

2.5.1 THE NF LOGO

The NF logo shall ensure the identification of each certified product.

The holder undertakes to respect the NF mark's graphic charter. The NF logo and its graphic charter are available from the application administrator.

The NF-certified product must have a distinct description and identification from non-certified products.

The holder shall not use the NF logo except to single out certified products without there being any risk of confusion whatsoever with other products, especially non-certified products.

To prevent any confusion between certified products and non-certified products, applicants/holders must ensure that the trade references used are not identical or similar (for example: "Prod+" for a certified product and "Prod" for a non-certified product).

It is recommended that the holder remit to CSTB in advance all the documents upon which the certification mark appears.

If the product cannot be marked for technical reasons, CSTB must be contacted to determine a common marking rule.

2.5.2 THE MARKING PROCEDURES

This paragraph describes both the NF logo affixing procedure and the marking of the certified characteristics.

In order to meet the requirements in article R433-2 in the Consumer Code, the marking must integrate the following elements wherever possible:



www.marque-NF.com

or <http://evaluation.cstb.fr>

Certified characteristic 1:

Certified characteristic 2:

Certified characteristic 3:

It is recommended that consumers be informed about the primary reasons for and advantages of using a certified product. The certified characteristics must appear on at least one of the supports (product, packaging or communication media).

2.5.2.1 Identification marking of the certified products

All certified products, manufactured after the date indicated on the approval of the right to use the NF mark (via an admission or extension procedure) and which comply with the requirements of this certification reference system, must be at least marked with the logo of the mark (unless it is technically impossible).

The marking must be made so that it is permanent, legible and indelible on the products mentioned in this reference system, with the information given in standards and technical documents specific to each product family.

NB: If there is a code for identifying the product, the code must be given to CSTB.

If the product is manufactured in several factories, marking shall be extended by an identification of the manufacturing unit.

If it is not possible to mark the product, the conditions of application on the packaging or on the accompanying documents must be sent to CSTB.


2.5.2.2 Marking on the packaging of the certified product or on the product's accompanying document (if applicable)

The marking on the packaging of certified products must be recommended, given that this is one of the ways to promote the NF mark.

Where the packaging mentions the NF Mark, it shall carry the following information:



- the logo
- However, should it be technically difficult to mark the packaging or if the logo is less than

12 mm long, the  NF logo alone may be used. The NF logo must be reproduced in accordance with the graphic charter (reproduction at any scale, but with the minimal length of the long axis of the oval to be at least 6 mm);

- the name, symbol or reference identifying the holder or distributor benefiting from a maintenance of right of usage, where appropriate;
- the reference of the product.

2.5.2.3 Marking on the communication media and documentation (Technical or commercial documents, posters, advertising, websites, etc.)

Reproduction of the NF mark on letterhead used by the holder for correspondence is prohibited, unless the holder has been granted the NF mark for all its manufactured products.

References to the NF mark in documentation shall be made in a way that does not allow for any confusion between certified products and other products. They shall include all the marking components defined in Paragraph 2.5.2: logo of the mark, name of the application, reference to the website and the list of the certified characteristics.

Information to be found on the communication media:



VALVES-HYDRAULIC FOUNTAIN FITTINGS

What is the NF mark?

The NF mark affixed on a product attests that the latter complies with the relevant standards and with complementary technical specifications requested by the market, where appropriate.

The characteristics are detailed in the technical documents prepared in coordination with the manufacturers, the distributors, the consumer associations, the laboratories and the public authorities, set by AFNOR Certification and subjected to quality assurance operations by CSTB (Centre Scientifique et Technique du Bâtiment).

The CSTB carries out tests on the products and audits of the companies as part of this application.

The NF mark may be found on what products?

The NF mark is affixed on the following products:

- cast iron gate valves;
- metallic butterfly valves;
- pillar fire hydrants;
- fire hydrants;
- suction devices.

What does the NF mark provide?

The NF Mark – VALVES-HYDRAULIC FOUNTAIN FITTINGS certifies the compliance of products with the certification rules NF197 approved by CSTB and AFNOR Certification.

In particular, this guarantees:



- a) for cast iron gate valves:
 - constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection;
 - full flow;
 - delivered with an operating accessory;
 - existence of a minimum inventory;
 - availability of spare parts and maintenance instructions;
 - existence of logistics enabling deliveries within 24 hours;
 - sales documentation including a drawing showing the dimensional characteristics, indications of weight, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges or of the connections, the use precautions, the references to the applicable standards.
- b) for metallic butterfly valves:
 - constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection;
 - multi-turn closing mechanisms;
 - delivered with an operating accessory;
 - existence of a minimum inventory;
 - availability of spare parts and maintenance instructions;
 - existence of logistics enabling deliveries within 24 hours;
 - sales documentation including: a general drawing, the dimensional characteristics, the indications of weight, the hydraulic characteristics, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges whenever the valve has them, the use precautions, the references to the applicable standards;
 - catalogue, including a range of manual or electrical actuators.
- c) for pillar fire hydrants:
 - constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection;
 - gradual flow at opening and at closing;
 - existence of a minimum inventory;
 - availability of spare parts and maintenance instructions;
 - existence of logistics enabling deliveries within 24 hours;
 - sales documentation including: a general drawing, the dimensional characteristics, the indications of weight, a curve of the evolution of the Kv as a function of the opening, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges, the installation and use precautions, the references to the applicable standards;
 - catalogue, including S-shaped adjusting implements;
- d) for fire hydrants:
 - constituent materials in compliance with the regulations in force;
 - minimum level of corrosion protection;
 - gradual flow at opening and at closing;
 - existence of a minimum inventory;
 - availability of spare parts and maintenance instructions;
 - existence of logistics enabling deliveries within 24 hours;
 - sales documentation including: a general drawing, the dimensional characteristics, the indications of weight, a curve of the evolution of the Kv as a function of the opening, the allowable operating pressure (PFA in French) and the dimensions of the ISO PN coupling flanges, the installation and use precautions, the references to the applicable standards;

- catalogue, including S-shaped adjusting implements.
- e) for suction devices
 - minimum level of corrosion protection;
 - existence of a minimum inventory;
 - availability of spare parts and maintenance instructions;
 - existence of logistics enabling deliveries within 24 hours;
 - sales documentation including a drawing showing the dimensional characteristics, indications of weight, the allowable operating pressure (PFA) and the dimensions of the ISO PN coupling flanges, installation and operating precaution and the references to the applicable standards.
 - catalogue, including S-shaped adjusting implements.



Therefore, the NF products are suitable for their intended use.

How may an NF product be recognized?

To distinguish products in the catalogue that have been awarded the NF mark - VALVES-HYDRAULIC FOUNTAIN FITTINGS

from those that have not been awarded the mark, the logo  or  is placed by the side of the item with the mark.

Moreover, to recognise them where commercially available and during installation:

- the logo  may be marked on the packaging
- the logo  is affixed to the products themselves and to the packings.

Web sites: www.marque-NF.com or <http://evaluation.cstb.fr>

For the French market, this information must be provided in French (Law No. 94-665 of 4 August 1994 relating to the use of the French language). If necessary, the information can also be given in one or more other languages.

For the proper interpretation of this paragraph, the holder should be advised to submit to CSTB in advance all documentation where the certification mark is expected to be used.

2.6 Conditions for terminating marking or for removing the mark in the case of suspension, withdrawal or abandonment

If any product is non-compliant, the product and its packaging shall not be marked with the NF logo or the logo must be crossed out or concealed to prevent any risk of confusion.

2.7 Fraud and falsification

2.7.1 PREAMBLE

For the Certification of Products or Services, fraud and falsification are subject to the penalties set out in Articles L121-2 to L121-5 of the Consumer Code, with the penalties set out in Articles L132-1 to L132-9 of the same code.

In case frauds or falsifications relating to the use of the NF mark are detected, AFNOR Certification or CSTB reserves the right to institute legal proceedings before the Department of Competition, Consumption and Repression of Frauds for enforcement in compliance with the Law.

For example, the following actions are considered as “wrongful usage”:

- to give the same trade reference to certified products and to non-certified products;
- to cite or provide information from sales manuals, catalogues or any other medium, that does not comply with the certification reference system.

For example, the following actions are considered as “counterfeit”:

- to cite as valid a certificate which is pending but not yet issued;
- to use the NF mark when the right to use the NF mark has not been granted yet.

By registered letter with return receipt, CSTB communicates all wrongful use to the holder who shall immediately take all necessary steps to eliminate such wrongful use.

2.7.2 LEGAL ACTION

Other than the above-mentioned actions, AFNOR Certification or CSTB reserves the right to institute any legal action which it deems necessary, and all third parties which consider themselves to have incurred prejudice, shall also be free, for their own account, to seek appropriate redress.

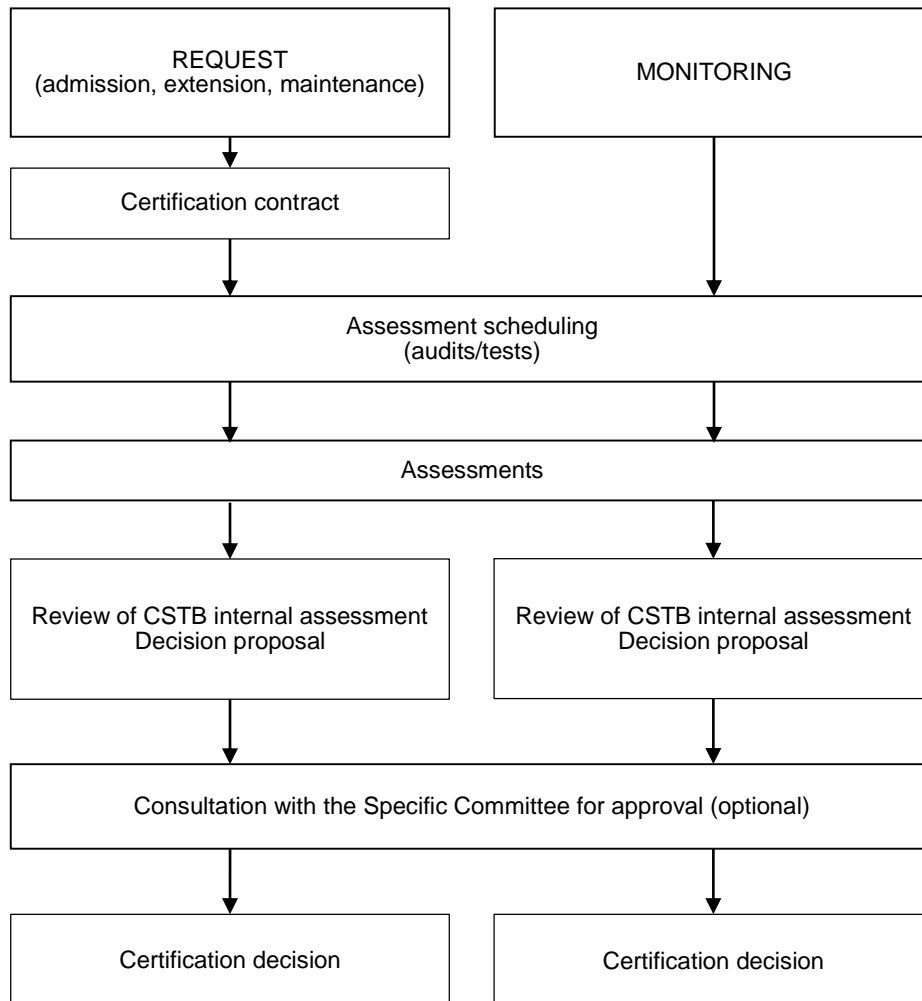
Part 3

Certification Process

3.1 General

- Definition of the applicant (see part 5);
- Definitions of the various types of application (application for admission / application for additional admission / application for extension / application for maintenance):
 - o An application for admission is made by an applicant not having the right to use the NF mark for the application NF - Valves-Hydraulic Fountain Fittings. It corresponds to a product (or a range of products) coming from a specific design process and/or manufacturing unit and/or a specific sales location, defined by a trademark and/or with a specific reference to the product submitted and the technical characteristics;
 - o An application for additional admission and/or extension is made by a holder and applies to a new product / a modified product on the same manufacturing site;
 - o An application for maintenance is made by a holder and applies to an NF-certified product intended to be sold under another trademark and/or with a specific reference to the product without any modification to the certified characteristics;
 - o A new application for admission for a product (or a range of products) following the withdrawal of the right to use the NF mark as a result of an act of deceptive marketing practices in application of Articles L121-2 to L121-5 of the Consumer Code.

3.2 Certification application handling process



The conditions for obtaining a certification and the certification follow-up procedure are described in Parts 1 and 2 of the Administrative management appendix of this certification reference system.

3.3 Audits

3.3.1 ADMISSION AUDITS

The purpose of audits is to make sure that the measures defined and implemented by the applicant in the manufacturing unit meet the requirements in Part 2 of this certification reference system and in the technical documents relating to the product families.

This entails checking, before admission, the existence and effectiveness of the measures taken in the quality field as well as the product quality assurance operations by the applicant. These are the admission audits conducted by the auditor.

If the applicant subcontracts part of its production, CSTB reserves the right to carry out an audit on the premises of the subcontractor(s) based on this certification reference system.

All the resources (premises, installations, equipment) enabling the auditor to carry out the mission incumbent upon him/her, shall be placed at their disposal free of charge, along with persons qualified to implement them, including an interpreter at the auditor's request.

In the event of any dangerous situation in relation to the certifying body's safety requirements, the auditor reserves the right to withdraw.

An audit report is prepared and remitted to the applicant.

3.3.1.1 Case of an initial admission application

The audit normally lasts 1 day per manufacturing plant.

The audit duration may be adapted according to the risk: level of development of the quality system, organisation of the company (process, laboratory, etc.), number of products covered by the application, samples to be carried out.

In the event of an audit combined with another application, the duration of the audit depends on the complexity of the application(s) concerned. If necessary, it will be adjusted to extend to an additional half-day.

3.3.1.2 Case of a complementary admission application

The steps described in Paragraph 3.3.1 above apply, with the specific consideration that the audit may be adapted to meet the purpose of the application or accompanied by a follow-up audit.

3.3.1.3 Case of an extension application

The steps described in Paragraph 3.3.1 above apply with the following specifics:

- in the context of an extension request for a modified certified product, the tests are defined according to the planned modification;
- the audit can be adapted to meet the purpose of the application or accompanied by a follow-up audit.

3.3.2 FOLLOW-UP AUDITS

The follow-up audits are intended to check, following admission, that the provisions defined are still being maintained.

All of the provisions described in Paragraph 3.3.1 apply.

Inspection operations

The auditor carries out at least the following audits, taking account of the information collected during the previous audit, the results of the last checks and any remarks made by the Specific Committee:

- verification of the effective application of the corrective measures announced as a result of any observations made during the previous audit;
- the verification of the compliance with the holder's quality requirements set out in this certification reference system;
- verification of self-inspection records for finished products carried out since the last audit, statistically for at least one certified product and for the products which are sampled for mark laboratory tests;
- verification of the sales documents;
- the verification of the changes to the characteristics of the certified products.

Normal monitoring:

The normal frequency is 2 annual audits for each production unit benefiting from a right to use the NF mark.

Heightened monitoring:

In the event of breach of the requirements in this certification reference system, or if the Specific Committee makes a reasoned request, a heightened monitoring procedure can be initiated for a given period. This monitoring can be adjusted up to double the normal frequency of audits, with or without heightened monitoring of the applicant and sampling for test purposes in the manufacturing unit and/or in the distribution network.

In addition, any critical deviation during an audit, whether or not it be accompanied by a sanction, may justify a transition to the stage of reinforced review inspection. This will be triggered on CSTB's initiative, possibly after the opinion of the Specific Committee, for a given period of time, with or without reinforced checks by the holder or samplings for tests.

3.4 Sampling

The auditor may arrange for samples to be taken as required from the stock and/or the production unit, for testing. For some destructive testing, it is possible to take samples of products eliminated due to minor defects in terms of appearance that do not entail non-conformity of the certified products.

If the tests are not carried out at the time of the audit, the samples taken are marked with a distinctive symbol by the auditor and are sent by and under the responsibility of the applicant to the laboratory of the mark responsible for carrying out the tests within the deadline set during sampling, unless the auditor decides to take charge of them.

An information sheet recording the samplings carried out is prepared on site and handed over to the applicant/holder.

A copy of this sampling information sheet is automatically sent to the laboratory in charge of carrying out the tests.

It is accepted that if these samples cannot be taken, the holder will send the sample(s) requested by CSTB to the mark's laboratory, within the time required. If the holder does not send the sample(s) to the mark's laboratory within the time required by CSTB, penalties may be applied to him (sanction, suspension).

Samples taken for an extension application:

When modifications declared as minor have been made to the products or when changes also declared as minor have been made to the production process for the products and the holder cannot prove that these changes do not affect the certified characteristics, samples are systematically taken and tests are to be performed in the holder's or the mark's laboratory, in particular to check the characteristics involved.

Sampling at the dealers' premises:

Samples may be taken at the dealers' premises by CSTB.

This follow-up will imply verifying the packaging and the use of the NF mark, and taking samples of products to be tested in the laboratory of the mark.

3.5 Tests

3.5.1 ADMISSION TESTS

The tests are carried out in conformity with the standards and complementary specifications established in Part 2 of this certification reference system and in the technical documents pertaining to the product families.

The tests shall be carried out according to the case:

- by the mark's laboratory;
- by the applicant in its laboratory during the audit and in the presence of the NF auditor.

A test report or results' sheet is prepared and sent to the applicant.

3.5.2 TESTS ON THE CERTIFIED PRODUCT (FOLLOW-UP)

Within the framework of biannual campaigns, the tests are carried out in conformity with the standards and complementary specifications established in Part 2 of the certification reference system and in the technical documents pertaining to the product families.

The tests shall be performed in the laboratory of the production unit or, in case this is impossible or in case of an insufficiency found by the auditor, in the laboratory of the mark.

Within a family of products, the choice of products to be tested shall be made so as to ensure regular monitoring of the various accepted types of design. The basic sampling consists of one unit per type of design chosen randomly, but with each test being different from the other.

In case of non-conformity, another three identical products are to be tested.

A test report or results' sheet is prepared and sent to the holder.

In the event of an additional audit, the tests needed because of a non-compliance found are carried out in the presence of a representative of the certifying body in the production unit laboratory or, if this is impossible or deemed by the auditor to be below standard, in the mark's laboratory.

Part 4

The stakeholders

The NF mark is the property of AFNOR which has granted AFNOR Certification an exclusive exploitation license. AFNOR Certification manages and organises the NF certification system that in particular defines rules for controlling and for application of the NF mark.

The organisations involved in the procedure for granting the right to use this NF certification and in monitoring the certified products are specified below.

4.1 The certifying body

In conformity with the General Rules of the NF mark, AFNOR Certification assigns the performance of the various functions necessary for the management of this NF certification to the following body, referred to as the mandated body

Centre Scientifique et Technique du Bâtiment (CSTB)

Department HES
Division RAS
84, avenue Jean Jaurès
Champs-sur-Marne
77447 Marne-La-Vallée Cedex 2 (France)
☎: 01 64 68 82 86

<http://evaluation.cstb.fr/>

CSTB is responsible to AFNOR Certification for the operations with which it is entrusted and which are the subject of a contract.

4.2 Audit bodies

The audit functions for the manufacturing unit and, as the case may be, on the utilisation premises, are carried out by the following organisation, designated the audit body:

Centre Scientifique et Technique du Bâtiment (CSTB)

Department HES
Division RAS
84, avenue Jean Jaurès
Champs-sur-Marne
77447 Marne-La-Vallée Cedex 2 (France)
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The auditors have the inspection right on the premises of any applicant or holder within the framework of their mission.

4.3 Test bodies

Whenever the quality assurance operations carried out within the framework of the NF mark usage include tests on products, such tests are carried out at CSTB's request by the following laboratory, referred to as the laboratory of the mark:

Centre Scientifique et Technique du Bâtiment (CSTB)

Department HES
Division RAS
84, avenue Jean Jaurès
Champs-sur-Marne
77447 Marne-La-Vallée Cedex 2 (France)
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4.4 Subcontracting

The different functions described in Paragraphs 4.2 and 4.3 may be carried out, after opinion from the Specific Committee, where appropriate, by other audit bodies or recognised laboratories with which CSTB has established a sub-contracting contract.

4.5 Specific Committee

An impartial consultative authority is established called the Specific Committee, the Secretariat of which is provided by CSTB.

The Specific Committee is requested to give its opinion on the following:

- The initial draft certification reference system or the draft revised version, as specified in the Consumer Code,
- The preparation of advertising and promotional activities that fall within its competence,
- the selection of bodies participating in the certification process, and the examination and implementation of recognition agreements.

It can be consulted about any other question pertaining to the application concerned, and in particular about any interpretation of the certification reference system with a view to taking decisions regarding dossiers in accordance with the certification reference systems and at CSTB's request.

The composition of the Specific Committee is set to respect representation between the different parties concerned, which does not lead to any of them dominating and which guarantees their relevance.

It is composed as shown below:

- A Chairperson chosen from the members of the colleges defined below;
- A Vice Chairperson: a representative of CSTB;
- Manufacturers College (Holders): from 4 to 6 representatives;
- Users'/Specifiers' college: from 4 to 6 representatives;
- Technical Bodies', Experts' and Administrations' College: from 4 to 6 representatives.

As regards the NF mark, AFNOR Certification is a member of this Specific Committee.

The representatives of audit bodies and mark laboratories participate as of right in the meetings of the Specific Committee.

The Specific Committee issues decision notifications and its members shall be precluded from receiving any remuneration for the functions entrusted to them. The time span for the appointment of the members is 3 years. This appointment is renewable by tacit agreement. The Specific Committee's President can change every year.

The members of the Specific Committee formally commit themselves to keep confidential all information, particularly of individual character, which is communicated to them.

The Specific Committee may, where appropriate, decide to set up working groups or subcommittees and define their missions and responsibilities. The composition of the working groups is to be validated by the Specific Committee, those working groups being composed of at least one representative of the "Manufacturers" College, one representative of the "Users / Specifiers" College and one representative of CSTB. It may call upon professionals, external individuals or holders that are not members of the Specific Committee.

In the event of decisions or votes, the Specific Committee announces its decision by simple majority of its members present or represented, under the following dual condition:

- real representation of the board representing the applicants or holders on the one hand, and of the board representing the users and specifiers on the other hand (non-representation of an interest);
- none of the Colleges has a majority of the people present or represented (predominance of an interest).

If this is not the case, there is either written consultation or a new meeting.

Part 5 Glossary

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| Granting of the right to use the NF mark: | Authorisation granted by AFNOR Certification and communicated by CSTB to an applicant to affix the NF mark on the product for which the application has been made. |
| Admission: | Application by which an applicant requests for the first time the right to use the NF mark for a product; he declares that he knows this certification reference system and undertakes to respect it. |
| Complementary admission: | Request in which a holder would like to benefit from the right to use the NF mark for a new product or a new production unit. |
| Audit: | See Standard NF EN ISO 9000. For an NF mark, the audit is the part of the inspection of the production unit relating to evaluation of the manufacturer's quality management. |
| Warning: | Non-suspensive penalties communicated by CSTB. The product is still marked but the holder must correct observed deviations within a defined time. When a warning is accompanied by an increase in the number of inspections, the actions must be launched within a defined time period. The warning may only be renewed once. |
| Applicant / Holder: | Public body which controls and/or is responsible for respecting all the requirements defined in the NF mark certification reference system. These requirements cover at least the following steps: design, manufacture, assembly, quality control, marking, packing and market release and specify the critical points in the different steps. |
| Distributor: | <p>Body that distributes the applicant/holder's products and that does not modify the conformity of the product to the requirements of the NF mark.</p> <p>Distributors may be of the following types:</p> <ul style="list-style-type: none">- Distributors who distribute the product under the holder's trade name. In this case, nothing needs to be done for the NF mark.- Distributors who distribute the product after changing the trade name. The applicant/holder shall make an application for maintenance of right of use. <p>If the distributor does not wish to have explicit reference to the manufacturer, then an application for admission to the NF mark shall be made by the distributor. In that case, the manufacturing plant is not mentioned on the certificate.</p> <p>Depending on the various operations carried out by the applicant/holder or the distributor, the sites audited and the audit duration within the framework of initial certification or monitoring are to be defined case by case.</p> |
| Extension: | Application by which a holder requests the extension of his right to use the NF mark for a certified product whose characteristics have been modified. |

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| Supplier: | Entity that either manufactures or processes products, or that delivers certain goods to a company. |
| Representative: | <p>Public body or individual based in the EEA who represents the applicant/holder outside the EEA and has a written mandate from them signifying that they may act on their behalf and specifying under which context (missions and associated responsibilities and financial aspects, complaints, contact for the certifying body, among others) in the NF mark certification process according to the provisions in the certification reference system.</p> <p>The representative may be the retailer or importer; their different functions are clearly identified.</p> <p>The delegate concept is vital once applicants are outside the E.E.A. The notion of “distributor” may be non-relevant, depending on the market.</p> |
| Maintenance: | Application by which a holder requests the maintenance of his right to use the NF mark for a product intended to be marketed by a distributor under a different mark and/or trade reference, but without modifying the certified characteristics. |
| Observation: | Remark aiming to draw a holder’s attention to a minor non-conformity so as to avoid any propensity that might end up with a warning. |
| Sampling/Inspections at dealers' premises | Monitoring carried out by the certification body at specialist professional shops, holders' logistics' platforms, etc. |
| Service-provider/Sub-contractor | <p>Entity performing a supply or service (design, production, other service) for the account of the applicant/holder.</p> <p>This supply or service is defined in a contract, the minimal requirements of which are specified in Part 7 of this reference system.</p> |
| Product: | Element resulting from a process or manufacturing process coming from a specific manufacturing unit, defined by a trademark, a specific trade reference and technical characteristics. |
| Certification Scheme: | Specific certification system for well-defined products to which the same specified requirements, and specific rules and procedures apply. |
| Receivability: | Study of a dossier which enables the application to be examined. The receivability relates to the administrative and technical parts of the dossier. |
| Renewal: | Decision whereby the holder's right to use the NF mark is renewed. |
| Certification reference system: | Technical document which defines the characteristics that a product, a service or a combination of products and services shall have, and the methods for inspecting the conformity with these characteristics, as well as the methods for communicating on the certification (including the content of the information). |

Withdrawal of the usage right:

Decision communicated by CSTB to cancel the right to use the NF mark. A withdrawal can be pronounced as a sanction or in case of abandonment of the NF mark usage right by the holder.

Suspension:

Decision notified by CSTB which temporarily and for a set period of time cancels the authorisation to use the NF mark. The suspension may be issued as a sanction or in the event that the right to use the mark is temporarily renounced by the holder.

Suspension is accompanied by the prohibition on affixing the mark to future production. It shall be for a maximum 6-month period, renewable once, following which a withdrawal of the right to use the NF mark shall be announced if no action has been launched by the holder.

The sanction notifications which affect the usage right (suspension/withdrawal) are signed by CSTB Management.