

BEAL CodeMark Application Form - All information provided will be treated in strictest confidence

1.0 Name and address details of applicant (BCS client) – for use of a product in NZ only

Company Name: _____

Postal address: _____

Street Address: _____

Technical Manager or Contact: _____

Tel: _____

Mob: _____

Email: _____

Website: _____

2.0 Name of Product (trade name): _____

3.1 Product Description (describe what the product is from a technical point of view): _____

3.2 Purpose or Use (describe where the product or system is intended to be used & typical applications): _____

4.0 Name and address of principal manufacturer (if not the applicant) Also check with section 10.1.

Manufacturer: _____

Address: _____

Contact: _____

Tel: _____

Mob: _____

Email: _____

Website: _____

5.0 Name of payer and currency: _____

6.0 Acceptance of BCS requirements for an application for product certification (a CodeMark certificate):

In signing this application form the applicant agrees to comply with the CodeMark Scheme Rules, BCS Conditions of Contract and declares that the product contains no potentially hazardous material.

6.1 Signed on behalf of applicant

Signature: _____

Date: _____

Name: _____

Position: _____

Company: _____



BEAL Certification Service Ltd.
2A Plimmerton Drive
Plimmerton
Porirua New Zealand

Tel: +64 4 233 6661
Fax: +64 4 233 6662
E-Mail: bcs@beal
www.beal.co.nz

BEAL OFFICE USE

BCS Job No:

Approved Date:

Product and performance details

7.0 Product Information

7.1 Product Name:

7.2 Intended maximum wind exposure in m/sec: _____ FOR CLAUSE B1, THIS INFORMATION MUST BE SUPPLIED!

7.3 Intended seismic locality factor: _____ FOR CLAUSE B1, THIS INFORMATION MUST BE SUPPLIED!

7.4 Provide a list of components used with the product / system OR, attach a separate list – send as a pdf.

7.5 Technical & Installation Manual (describe the name of your technical manual & version no.):

7.6 Quality Manual (If you have a Quality Manual describe the name of the document):

7.6 **For every Performance Clause for which compliance is being claimed**, there must be a Test Report (whether in English or not):

All test reports need to come from an independent laboratory that complies with the requirements of ISO 17025.

7.7 In-service history (describe where and how long the product has been in use):

7.8 The product is intended to be used in: New Zealand: YES / NO___ **Australia: YES / NO___**

7.9 Applicable Performance Clauses – list each performance clause that your product is intended to comply with. NOTE: If you cannot complete this, please obtain help. An application without this information cannot be processed.

>NZBC Performance Clauses: _____

>BCA Performance Clauses (if applicable): _____

8.0 Installer/Applicator Qualifications

8.1 Training Manual (Describe the name of the training manual):

8.2 List of persons (Attach a list of all trained persons): _____

9.0 History of Use

9.1 Is the product already in use? YES NO

(If No, go to section 9.0)

9.2 Describe if and how long the product been used in its present form in Australasia:

9.3 Are current or future construction sites using the product available for BCS to inspect? Yes ____ No ____
If yes, please list sites:

10.0 Manufacturing Details

10.1 Is the product manufactured at one factory? ____ or is it supplied from several factories? ____

For each manufacturer or factory, please supply a copy of their Factory/Manufacturing Quality Plan audit report, that is consistent with the requirements of **ISO10005** (NOT ISO9001!!) If unsure about this requirement, call BCS:

10.2 Details of accessories sourced from NZ (include any Data sheets & Test Reports):
(note that accessories are not covered by the CodeMark certificate)

Packaging Details

10.3 How is the product packaged? Is it or they supplied in cartons/pails/buckets/paper bags/rolls/boxes...?

11.0 Limitations of intended Use – refer Appendix I for Guidance

Note: In order for a certification body to be able to accept and process an application for a CodeMark it is necessary for the intended scope of use and limitations or conditions of its use to be absolutely clear.

For example, should 'screw fixing' be required for use for fixing into timber framing, but only in certain salt spray zones, then such conditions or limitations need to be described. Another example is where a roofing membrane system may be suitable for application only over timber plywood substrates only, not over concrete or fibre-cement.

If you are unsure about the proper description as to where the product is intended to be used, or what specific limitations should apply, please obtain advice.

Typical limitations could include weather (temperature, wind, snow), type of framing (timber, light gauge galvanised steel, other), nominated substrates (timber, treated ply, galvanized sheet, aluminium, powder coated aluminium, PVC, etc.) or anything else that the designer and installer needs to be made aware of. The limitations could also include reference to parts of standards such as NZS3604;

Examples of commonly used limitations of products used with timber or steel framing include:

- Constructed with timber framing complying with NZS3604; and or,
- Constructed with steel framing complying with NASH3405; and,
- Can be situated in up to and including 'Extra High' wind zones as described in NZS 3604 Building Wind Zones
- Can be used below grade up to and including 2 head of water pressure
- Cannot be used below 5°C...etc., etc.

A "Limitations Statement" should describe all the important conditions and limits required as part of the design and or construction and or conditions of use of the product. Such a statement should be the same as that included in the technical information contained in the product's Technical Manual.

Scope of Use and Limitations (of use) statement: **(This MUST BE COMPLETED!!)** Read Appendix 1 for guidance.

12.0 YOUR APPLICATION CHECKLIST

Listed below are documents that should accompany this application:

	Attached (No.)	Waiting for documents from supplier/other
Component Data Sheets		
Test Reports for the product & components		
Product Technical Manual**		
Product Installation Manual , if any		
Factory Audit Reports		
Product Quality Management Manual		
Product Training Manual		
**Checklist for a Building Product Technical & Installation Manual	<i>Please attach the completed checklist if you are supplying a technical manual ready for us to review.</i>	

If product certification is required for Australia as well as NZ, the Australian application form must be completed.

Appendix I

Guidelines for drafting your Scope of Use and Limitation statements

Objective

A CodeMark® certificate is a document that demonstrates that the named building product, when used according to the conditions described within the certificate, complies with the Australian or New Zealand Building Code. As part of the conditions, the certificate describes the intended scope of use and limitations for the product.

A 'scope of use and limitation statement' needs to be clearly defined within a CodeMark application form. When describing a particular product and its use or multiple uses, you must also provide the applicable limitations for each expected use.

Criteria

1. The 'Scope of Use' statement needs to be a legally* and practically correct statement. In other words, it needs to state where the product can be used, based on the evidence submitted being accepted by the certifying body (BEAL Certification Service - BCS). Ie. Test report or Expert evidence.
2. The 'Scope of Use' statement needs to be easy to understand and not contain wording that could be unclear or miss-interpreted.
3. Where the writing of your 'Scope of Use' statement is beyond the writer, you may want to engage expert help. Refer to BCS for direction and assistance.
4. The 'Limitations' statement must describe for each product use, what are the conditions and requirements, that must be met so that the correct application or installation meets the acceptable performance criteria as set out by the manufacturer. These would include: where a product cannot be used or in a unique situation where specified conditions need to be met. This would include any situation that would cause a failure or void a warranty. Each of these situations and requirements needs to be documented.
5. The wording in the 'Limitations' statement needs to be legally* and practically correct.
6. The wording in the 'Limitations' statement needs to be easy to understand and not contain wording that could be unclear or miss-interpreted.
7. Where there are more than one distinct areas of use, there may need to be more than one certificate. For example, a waterproofing membrane used for roofs is a separate use of the same product from waterproofing basement walls below grade.

*Based on the Building Regulations and where applicable, based on the current version of the relevant Building Act.