

Dear Sir

BUILDCERT'S DOMESTIC WATER TREATMENT APPROVAL SCHEME

1. Thank you for your recent enquiry, enclosed is an application form and Schedule of Materials – Form DWTA 2.
2. For details of the BuildCert Domestic Water Treatment Approval Scheme – see attached description of the test requirements and procedures of the Scheme and the attached flow chart.
3. The BuildCert Domestic Water Treatment Approval Scheme ensure that chemical inhibitors for use in domestic hot water central heating systems restrict the formation of limescale, reduce metallic corrosion and ensure compatibility with non-metallic components typically found within central heating systems.

By ensuring that the Chemical inhibitor meets the requirements of the DWTA Industry Standard for the performance of Chemical Inhibitors for use in Domestic Hot Water Central Heating Systems (February 2006) every 5 years. That the manufacturer/factor has a recognised quality system in place and that the chemical inhibitor continues to meet the essential requirements of the industry standard (audit testing twice in 5 years).

4. GENERAL INFORMATION

- 4.1 An applicant can be either a manufacturer or a factoring agent. Whichever party pays the test fee of a successful application shall own the Licence.
- 4.2 Where the same product is sold by a number of factoring agents each individual agent shall possess a Licence carrying his own unique product reference.
- 4.3 Filling instructions and data must be supplied with the inhibitor and shall include specific information upon the filling instructions and recommended inhibitor concentration levels. For full details upon the Schemes requirements for information that must be supplied with the inhibitor contact the Secretary of the Scheme.
- 4.4 The Inhibitor container must be identified by a unique classification that is permanent and legible.
- 4.5 The Technical Assessment Panel (TAP) comprises independent experts who if necessary confirm the test and audit requirements and review if necessary the test and audit reports and any additional Schemes requirements in accordance with BuildCert policies.
- 4.6 The laboratory undertaking the tests must be approved by BuildCert.
- 4.7 BuildCert will require round robin tests and details of the laboratories test procedures (in English) for testing to the DWTA standard, BuildCert reserve the right to undertake unannounced site inspections.

The DWTA Approval is an independent third party certification scheme administered by BuildCert Ltd, under the remit of the BuildCert Certification Scheme.

5. SUBMISSION OF APPLICATION

- 5.1 An applicant wishing to submit a Chemical inhibitor for testing must complete Form DWTA 2 and return it to the Scheme Administrator at BuildCert Ltd, Fern Close, Pen-y-Fan Industrial Estate, Oakdale, Gwent, NP11 3EH, paul.taylor@wrcnsf.com
- 5.2 It is imperative that each column on the reverse side of the form (Schedule of formulation) is completed. And that copies of the companies ISO 9001 or details of an approved quality system and its scope of accreditation be sent along with all the relevant documents requested in the application form.
- 5.3 Only production available inhibitors will be considered for full certification under the Scheme, prototype inhibitors can be tested and presented to the TAP for their consideration but will not receive full approval.

6. TEST REQUIREMENTS

- 6.1 Chemical inhibitors will be tested against the requirements of the DWTA Industry Standard for the performance of Chemical Inhibitors for use in Domestic Hot Water Central Heating Systems (February 2006).
- 6.2 Test samples shall be selected at random from a normal production batch. Three containers shall be selected from the same batch, two to be sent to the laboratory for testing and one to be sent to BuildCert and retained for comparison with future production batches. Care should be taken when transporting potentially hazardous chemicals.
- 6.3 Applicants should note that test samples will not be returned and become and remain property of the Scheme.
- 6.4 Tests should only be carried out at BuildCert Approved Laboratories which have either been inspected by BuildCert or a body approved by BuildCert to ISO 17025 and the DWTA Performance Standard (February 2006). A list of Approved laboratories is available from the Scheme Administrator.
- 6.5 Inhibitors shall be tested against Sections 1, 2 and 3 of the standard.
- 6.6 Negotiations with the designated test laboratory and the payment of the laboratory's testing fee is the responsibility of the applicant, who shall arrange for the Scheme to be provided with a copy of the test report. If the report is adverse, the Scheme reserves the right to investigate further.
- 6.7 Applicants agree by submitting an Application Form DWTA 2 to abide by the terms and conditions of the Scheme and the audit procedure (a copy of the procedure is available on request or from the web site).

- 6.8 Any applicant who submits an inhibitor to the Scheme which is advertised as having BuildCert approval without possessing a current certificate must understand that a new unique product identity will be required before certification will be granted.

7. PROCEDURE OF THE SCHEME

- 7.1 Each application for an inhibitor Type must be made on a separate DWTA 2 form.
- 7.2 When a complete application form has been received the Scheme will allocate a sample number.
- 7.3 When a completed application form has been received the TAP will review the information supplied and agree on the testing schedule including Quality system audit if required. This information will be forwarded to the client and the designated test house.
- 7.4 All arrangements for, and the cost of collection and testing of products, are the responsibility of the applicant.
- 7.5 Applications will be cancelled which have been on the Scheme's files for more than twelve months where the delay is either due to the lack of information from the applicant, the absence of a modified sample or the lack of approval certification that the materials of construction are acceptable.
- 7.6 When the all the tests have been completed the test laboratory will forward the results and a report to the TAP. The TAP will then make the decision as to whether the product passes or fails to meet the requirements of the industry standard and the requirements of the Scheme. This decision is notified to the BuildCert Scheme Manager and the applicant in a formal letter. The Schemes invoice for approval will be enclosed; an additional invoice for professional fees will be attached for additional work above that normally expected for an application or as and when necessary.
- 7.7 If the product satisfies all the Schemes requirements then a Licence for DWTA Approval will be granted, a description of the inhibitor will be entered in the BuildCert web site. Each approved Inhibitor will be allocated an approval number, (which indicate the year and month of approval).
- 7.8 Approval will relate solely to the inhibitor(s) referred to in the formal approval letter. Statements by applicants in sales literature must refer only to the specifically approved product (s) as designated by the manufacturers unique reference.
- 7.9 Approved inhibitors require re-testing (audit) twice within 5 years to maintain approval (under review).

7.10 Approval may be withdrawn for the following reasons: -

- Expiration of licence.
- Failure of audit.
- Failure to maintain ISO 9000 or an approved quality system accreditation.
- Notification to the BuildCert Scheme of the product no longer conforming to the standard or approved formulation.
- License holder's request.

8. MODIFICATION TO APPROVED INHIBITOR

8.1 A modification to a previously listed inhibitor must be made on Form DWTA 2. Technical data and supporting test data where appropriate, should also be submitted with the application form.

8.2 Test requirements for modified inhibitor will be identified by the TAP and the appropriate test house will be notified.

9. LISTING FEES

9.1 A five year listing fee for BuildCert Certification and administration fee is payable upon approval. In addition an annual administration fee to the Scheme and charges for any amendments to list(s) are applicable. Please contact the Secretary of the Scheme for the latest applicable fees.

10. APPEALS

10.1 Appeals about decisions made in the first instance should be addressed to the TAP.

10.2 In the event of irreconcilable differences between and applicant and the TAP, the appeal will be sent to the Chairman of the Industry forum and the Manager of the BuildCert Advisory Committee.

Yours faithfully

Mr P Taylor
Scheme Administrator

TAP = Technical assessment Panel

- 5. The Scheme requires that all BuildCert members have in place and continue to maintain a quality system that ensures that the manufactured product is of a consistent quality and that all subsequent operations have no detrimental effect.

Manufacturer's can demonstrate compliance by supplying the Scheme with a copy of a valid ISO 9000 certificate and scope of accreditation or an approved quality system. Where this cannot be supplied a quality audit will be conducted by the scheme to verify compliance with the requirements of the Scheme.

A Primary factor is a company/individual who does not manufacture the product but distributes a certified product under his own trade name, the product having changes to labelling.

The factors must demonstrate compliance with only those aspects of ISO 9000 that affect the product. Demonstration of compliance can be achieved by supplying the Scheme with a copy of a valid ISO 9000 certificate and scope of accreditation. Where this cannot be supplied a quality audit will be conducted by the scheme to verify compliance with the requirements of the Scheme. his application is from: (tick as appropriate)

A Manufacturer.

A Primary Factor Details of Original Certificate.....

- 6. DECLARATION for Factors only: Is the product supplied by your company identical to the already approved and licensed product (excluding identification) YES / NO
- 7. The sample is from a production batch YES / NO
- 8. Make sure the following documents are enclosed. If they are not enclosed give reasons why. Please tick box to state you have enclosed the documents. The documents should include any certificates for which the product has been previously tested.

- (a) Formulation
- (b) Brochures
- (c) Certificates
- (d) Instructions for use
- (e) ISO 9000 Certificate

- 9. Marking:

(a) Marks of identification to be found on the packaging.....

(b) Unique reference name.

