NAMI’S
CERTIFICATION
PROGRAMS
PROCEDURAL GUIDE
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NAMI’S CERTIFICATION PROGRAMS
PROCEDURAL GUIDELINES

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National Accreditation and Management Institute, Incorporated (NAMI) provides quality assurance of products through an on-going validation process known as “certification”. The NAMI Certification Program has been developed based on the parameters defined by ISO/IEC Guide 65, “General Requirements for Bodies Operating Product Certification Systems”, and ISO/IEC Guide 17020 General Criteria for the Operation of Various Types of Bodies Performing Inspection”. NAMI’s address is:

National Accreditation and Management Institute, Incorporated
4794 George Washington Memorial Highway
Hayes, VA. 23072
TEL (804) 684-5124
FAX (804) 684-5122

Product manufacturers participating with the NAMI Certification Program manifests concern for the quality of the product and the overall performance of the product upon installation. Certification is the ultimate quality assurance method available for today’s consumer.

SECTION 1.0-INTRODUCTION

1.1 SCOPE

The NAMI Certification Program is intended to supply competent, non-discriminatory, equitable, impartial and continuous validation of a manufacturer’s adherence to the standards as defined in these documents and compliance to ISO/IEC Guide 65, ISO/IEC Guide 17020 and NFRC 700. Adherence by NAMI to these documents ensures impartiality of the operations of this certification body.

The NAMI program will require periodic testing, unannounced plant inspections, quality assurance review and labeling of products that have achieved certification approval. This procedural guide outlines the operating procedures and responsibilities of National Accreditation and Management Institute (hereinafter referred to as NAMI and the participating manufacturer (hereinafter referred to as Licensee).

1.2 PARTICIPATION

Any manufacturers whose activities fall within the standards as outlined within NAMI’s Procedural Guidelines may request participation within the program. Access to the NAMI Program shall not be conditional upon the size of the manufacturer’s facility or production ability or the number of certifications or labels that it has already obtained from any other source. The manufacturer must enter into a license agreement with NAMI to conduct and perform all certification services. The agreement will remain in effect for a one year period and be automatically renewed for additional one year periods unless terminated in writing by the licensee a minimum of sixty (60) days prior to contract termination.

1.3 CONFIDENTIALITY

NAMI shall maintain confidentiality on all test reports, inspection findings and data submitted for certification consideration. The only information that is provided to the public is listed in the NAMI Certified Products Listing (available at www.NAMIcertification.com). The Licensee must grant permission to NAMI before any information is disseminated regarding a certified product.

1.4 NAMI IMPARTIALITY STATEMENT

NAMI is committed to provide certification services and quality assurance reviews in an impartial, fair and objective manner. Certification is based on meeting defined performance standards. Impartiality is maintained by NAMI through procedural fairness, transparency of processes and making known to licensees the reasons behind any or all actions taken.
SECTION 2.0-OPERATION OF THE PROGRAM

2.1 PROGRAM OPERATION

NAMI’s Certification Programs provide for equitable administration and shall confine its requirements, evaluations and decisions on certification to those matters specifically related to the scope of the certification being considered and/or granted through the use of the standards listed below.

It is common within the industry for standards and specification adoption years to overlap with older versions. All new testing should be performed to the latest specification and adoption date. NAMI reserves the right to certify products to older standards based upon the requirement or requests of authorities having jurisdiction.

### Windows/Sliding Glass Doors/Skylights

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<td>Voluntary Standard for Utilization in Manufactured Housing for Primary Windows and Sliding Glass Doors</td>
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<td>ANSI/AAMA 1002.10</td>
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<td>AAMA 501 Methods of Test for Exterior Walls</td>
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<td>AAMA 501.4 Recommended Static Test Method for Evaluation Curtain Wall and Storefront Systems Subjected to Seismic and Wind Induced Interstory Drifts</td>
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<td>AAMA 501.6 Recommended Dynamic Test Method for Determining the Seismic Drift Causing Glass Fallout from a Wall System</td>
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<td>CSA A440 Window Standard</td>
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<td>CSA A440.2 Energy Performance of Windows and Other Fenestration Systems</td>
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<td>ASTM E90 Test Method of Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions</td>
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<td>ASTM E413 Classification for Rating Sound Insulation</td>
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<td>ASTM E1332 Classification for Determination of Outdoor-Indoor Transmission Class</td>
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<td>Procedural Guide for the AAMA Fenestration Exterior Profile Certification Program</td>
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<td>Standard Test Method for Glazing and Glazing Systems Subject to Air blast Loadings</td>
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<td>Standard Practice for Use of Qualitative Chemical Spot Test Kits for Detection of Lead In Dry Paint Films</td>
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<td>DoD Minimum Antiterrorism Standards for Buildings, 8 October 2003-Tables 2-1 and 2-2 &amp; Standard 10-Windows, Skylights and Glazed Doors</td>
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<td>WBDG/GHM</td>
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<td>Whole Building Design Guide, Glazing Hazard Mitigation</td>
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<td>24 CFR 3280.403/404/405</td>
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<td>Standards for Windows and Sliding Glass Doors/ Egress Windows and Devices/ Swinging Exterior Passage Doors Used in Manufactured Homes</td>
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<td>UM-111</td>
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<td>HUD Building Product Standards and Certification Program for Fenestration Products (Windows and Doors)</td>
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<td><strong>Florida Building Code</strong></td>
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<td>TAS 201 Impact Test Procedures</td>
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<td>AAMA 303 Voluntary Specifications for Poly (Vinyl Chloride)(PVC) Extrusion Profiles</td>
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<td>AAMA 305 Voluntary Specification for Fiberglass Reinforced Thermoset Profiles</td>
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<td><strong>Insulating Glass</strong></td>
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<td>ASTM E2188 Standard Test Method for Insulating Glass Unit Performance</td>
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<td>ASTM E2190 Standard Specification for Insulating Glass</td>
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<td>CAN/CGSB 12.8 Canadian General Standards Board Insulating Glass Units</td>
<td>1997 (Jun 01)</td>
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<td>Standard</td>
<td>Latest Revision Date</td>
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<td><strong>Dade County Building Code Protocol</strong></td>
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<td>PA 201</td>
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<td>PA 203</td>
<td>Criteria for Testing Products Subjected to Cyclic Pressure Loading 1994</td>
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<td><strong>ASTM Impact</strong></td>
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<td>ASTM E1886</td>
<td>Standard Test Method for Performance of Exterior Windows, Curtain Walls, Doors and Storm Shutters Impacted by Missile(s) &amp; Exposed to Cyclic Pressure Differential 2005</td>
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<td><strong>Steel Entrance/Fiberglass Entrance Doors/Wood Doors</strong></td>
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The standards listed below are typical ASTM test methodologies that are found in the structural standards above. They include, but are not limited to:

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<tr>
<td>ASTM E283</td>
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<tr>
<td>Test Method for Determining the Rate of Air Leakage Through Exterior Windows, Curtain Walls And Doors Under Specified Pressure Difference</td>
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<td>ASTM E330</td>
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<td>Test Method for Structural Performance of Exterior Windows, Curtain Walls and Door by Uniform Static Air Pressure Difference</td>
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<td>Test Method for Water Penetration of Exterior Windows, Curtain Walls and Doors by Uniform Static Air Pressure Difference</td>
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<td>ASTM F476</td>
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<td>Standard Test Method for Security of Swinging Door Assemblies</td>
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<td>ASTM E547</td>
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<td>Test Method for Water Penetration of Exterior Windows, Curtain Walls and Door by Uniform Static Air Pressure Difference</td>
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<td>ASTM E987</td>
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<td>Standard Test methods for Deglazing Force of Fenestration Products</td>
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**Garage Doors**

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<td>DASMA 108</td>
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<td>Standard Method for Testing Sectional Garage Doors: Determination of Structural Performance Under Uniform Static Air Pressure Difference</td>
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<td>DASMA 109</td>
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<td>Standard Method for Testing Garage Doors: Determination of Life Cycling Performance</td>
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<td>DASMA 115</td>
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<td>Standard Method for Testing Sectional Garage Doors and Rolling Doors: Determination of Structural Performance under Missile Impact Cyclic Wind Pressure</td>
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<td>DASMA 116</td>
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<td>NFRC 400-2010</td>
<td>Procedure for Determining Fenestration Product Air Leakage 2010-E0A1</td>
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<td>Procedure for Determining Fenestration Product Condensation Resistance Values 2010-E0A0</td>
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<td>User Guide to the Procedure for Determining Fenestration Product Resistance Values 2010-E0A0</td>
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<td>NFRC 704-2011</td>
<td>Fee Schedule for Product Certification Program (PCP) Certification Agency Program (CAP) Laboratory Accreditation Program (LAP), Component Modeling Approach (CMA) and Participation in IG Certification Program 2011-E0A0</td>
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<td>NFRC 705-2009</td>
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<td>NFRC 706-2010</td>
<td>Requirements for Participating Insulating Glass Certification Programs 2010-E0A0</td>
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<td>NFRC 707-2010</td>
<td>Compliance and Monitoring Manual 2010-E0A0</td>
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<td>Guidelines to Estimate the Effects of Fenestration On Heating and Cooling Energy Consumption in Single-Family Residences 2010-E0A0</td>
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<td>CAN/ULC S104 Standard Method of Fire Tests of Door Assemblies</td>
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<td>ISO 3008 Fire-resistance tests – Door and shutter assemblies</td>
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<td>ISO 3009 Fire-resistance tests – Elements of building construction - Glazed Elements</td>
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<td>NFPA 80 Standard for Fire Doors and Other Protective Openings</td>
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<td>NFPA 252 Standard Methods of Fire Tests of Door Assemblies</td>
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<td>NFPA 257 Standard on Fire Test for Window and Glass Block Assemblies</td>
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<td>UL 9 UL Standard for Safety Fire Tests of Window Assemblies</td>
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<td>UL 10A UL Standard for Tin-Clad Fire Doors</td>
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<td>UL 10B UL Standard for Safety Fire Tests of Door Assemblies</td>
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<td>UL 10C Positive Pressure Fire Tests of Door Assemblies</td>
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<td>UL 1784 Air Leakage Tests of Door Assemblies</td>
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<tr>
<td>NFPA 105 Standard for the Installation of Smoke Door Assemblies and Other Protective Openings</td>
<td>2010</td>
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<tr>
<td>Chapter 7A (SFM) Materials and Construction Methods For Exterior Wildfire Exposure</td>
<td>2007</td>
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<tr>
<td>Chapter 12-7A-1 Materials and Construction Methods for Exterior Wildfire Exposure</td>
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If any revisions are made to the referenced standard, NAMI will review the effect such revisions may have on the Licensee’s Certified Products. NAMI will notify each licensee of the date that such revisions shall become effective. All entities used in NAMI’s certification operations (i.e. testing, inspection and certification) shall be in compliance with ISO/IEC 17025/17020/Guide 65/27/53
2.2 LICENSE AGREEMENT

2.2.1 The manufacturer will enter into a License Agreement (See Appendix A) with NAMI to perform the certification services as described within this procedural guide. The agreement will remain in effect for a one year period unless terminated in writing by a manufacturer a minimum of sixty (60) days prior to contract termination. NAMI shall have the right to terminate the license agreement prior to an expiration date for:

a. Non-payment of licensing or labeling fees;
b. Licensee’s non-compliance to correct deficiencies found during inspection or any other manner;
c. Improper or unauthorized use of Label or Certification Mark;
d. Licensee’s non-compliance with any terms of the license agreement or procedural guide

2.2.2 NAMI will provide the licensee with a list of NAMI approved independent testing laboratories. The approved laboratory listing is available at www.NAMICertification.com.

2.3 APPROVED LABORATORY CONDUCTS TEST

2.3.1 An independent testing laboratory, which has been approved by a NAMI and recognized by a third-party accrediting agency providing documented evidence of laboratory compliance to ISO/IEC 17025 or an NFRC approved simulation and testing laboratory for thermal programs, performs testing to determine product compliance with the standard. The testing laboratory must be approved by NAMI prior to any testing.

2.3.2 NAMI reserves the option of witnessing all certification tests.

2.3.3 For initial testing, a prototype is forwarded to the approved testing laboratory of the licensee’s choice. If the standard requires a production line unit for initial testing, contact NAMINAMI. NAMI will schedule a representative to go to the manufacturing facility to choose a production line unit for testing. No modifications may be made to the production line unit once it has been selected by NAMIB. (See Appendix for further testing requirements outlined specifically within those sections.)

2.3.4 The Licensee shall direct the testing laboratory to perform testing in accordance with the applicable specification.

2.3.5 Forward the product, freight pre-paid, to an approved testing laboratory.

2.3.6 The Licensee shall forward two copies of extrusion drawings, assembly drawings and bills of material to the testing laboratory.

2.3.7 All testing costs are borne by the Licensee.

2.3.8 Representative sections of all test specimens must be retained by the approved laboratory for the active period defined in the test report.

2.3.9 Upon completion of testing, the laboratory shall forward a copy of each test report, along with complete support data (i.e. signed and dated extrusion drawings, bills of material, assembly drawings, modeling data, etc.) to NAMI.
2.4 IA AUTHORIZES CERTIFICATION

2.4.1 NAMI is responsible for decisions relating to granting, maintaining, extending, suspending and withdrawing certification (see applicable program Appendix for each program’s parameters).

2.4.2 NAMI shall review copies of the test report, detail and assembly drawings and bills of material for completeness and accuracy. Test report findings are reviewed for compliance to the applicable standard.

2.4.3 Upon compliance, NAMI shall notify the Licensee of acceptability with a “Notice of Product Certification” (NPC) or a Certification Authorization Report (NFRC Programs only) which authorizes the product’s listing in the Certified Products Listing (www.Namicertification.com)

2.4.4 Test report review and the granting of certification will be performed by the program Administrator/Evaluator who must maintain independence from program product in section ISO/IEC Guide 65, Section 4.2.f which states “that each decision on certification is taken by a person(s) different from those who carried out the evaluation”(or product inspection). (Administrator/Evaluator may be involved in quality assurance inspections when reviewing an inspector’s work.)

2.4.5 Certification is based and granted on the compliance of the product to the applicable test specifications and all other requirements as outlined within this procedural guide.

2.5 IA MAKES IN-PLANT INSPECTIONS

2.5.1. With or without prior notice, a NAMI Inspector will visit the Licensee’s place or places of manufacture, assembly or shipment of certified products to determine continuing compliance with the requirements of the program.

2.5.2 The NAMI Inspector/Product/Plant Evaluator will be performed by NAMI personnel different from the person that granted certification as required under ISO/IEC Guide 65, Section 4.2.f.

2.5.3 The Licensee shall notify NAMI of scheduled dates of plant closing.

2.5.4 Licensee must provide an inspector contact at each facility to assist the Inspector to perform his duties in a safe and efficient manner. Complete access must be permitted within the facility where certified products are manufactured, assembled or stored and quality control records are maintained. Consideration will be given to accommodate the rescheduling of inspections with the understanding that additional travel expenses will be incurred and invoiced. Licensee’s refusal to allow access to places essential for inspection, without cause, will be reason to deny product certification authorization or revocation of initial product certification authorization.
2.5.5 The inspector will review product compliance to the test report, extrusion assembly drawings, and bills of material. Other information reviewed during the inspection process will include the:
   a. Quality Assurance Program
   b. Documented evidence of quality assurance program
   c. Vendor confirmation (same vendors as defined on bills of material)
   d. Product component parts
   e. Finished product
   f. Certification labels on hand
   g. Gas filling invoices

2.5.6 The inspector will have available during the inspection, copies of NAMI’s Procedural Guidelines, test reports, drawings and relevant data. The inspector will also distribute information for any new Technical Interpretations or changes to the overall program operation to the Licensee.

2.5.7 Inspections will be performed in accordance with ISO/IEC 17020, “General criteria for the operation of various types of bodies performing inspection”.

2.5.8 “Inspection Review Forms” will be completed by the NAMI Inspector. The data recorded is of a proprietary nature and is only used as the basic reference material for issuance of the formal Inspection Report. Within (10) days of the inspection, a copy of the Inspection Report will be forwarded to the Licensee.

2.5.9 The “Inspection Report” will contain the following information:
   a. Designated Inspection Report Number
   b. Licensee’s name, plant location and assigned code
   c. Inspection date
   d. Inspector’s name
   e. Licensee’s representative’s name
   f. Series/Model and designated certification number of each product Inspected
   g. Discrepancies requiring corrective action
   h. Quality assurance finding
   i. Action to be taken by Licensee
   j. Product required to undergo re-qualification or production line testing

2.5.10 The Inspection Report will also outline any findings of product non-compliance. The Licensee shall notify NAMI of the proposed corrections in writing within the allowable time period commencing with the date of receipt of the inspection report as follows:
   a. Fifteen (15) Business Days: Defects or deviations which would have negative impact on the performance results from that of the test sample. Labels may NOT be applied until corrections have been made and approved by NAMI.
   b. Thirty (30) Days: Minor defects or deviations which do not render the product inoperative or unsafe. Labels may continue to be applied.

2.5.11 If notice of corrective action is not received by NAMI within the specified time period, or a test report of the sample with the modifications is not received, NAMI shall make the necessary attempts, as deemed appropriate by the Administrator, with the licensee to rectify the non-compliance. If the Licensee fails to respond with a solution that is acceptable to NAMI, a certified letter with a “Notice of Product De-Listing” will be issued to the Licensee or the Licensee shall be in violation with the terms as set forth in the NAMI License Agreement and shall be disenrolled from program participation.
2.5.12 Upon receipt of the “Notice of Product De-Listing” or “disenrollment notification”, the “Notice of Product Certification” and all certification labels for the designated product must be forwarded to NAMI. NAMI will use ISO/IEC Guide 27, “Guidelines for corrective action to be taken by a certification body in the event of misuse of its mark of conformity”.

2.6 WAIVERS OF RETEST

2.6.1 A Licensee may apply for a waiver of retest in the case of modifications to the certified product which would not affect the performance of the product.

2.6.2 A “Waiver of Re-Test” form must be completed by the Licensee, along with all supportive data (including engineering evaluation and calculations) to prove equivalency to the originally tested certified product. The Licensee must supply the original drawings and the drawings showing the modification, any engineering evaluations or calculations, or additional test data to support equivalency to the originally tested certified product.

2.6.3 Waivers of retest are granted in accordance with industry recognized standards, interpretations and engineering design rules. It is the responsibility of the licensee to prove that the modification is equivalent or greater. NAMI reserves the right to request additional information, independent engineering evaluations or testing criteria to approve a “Waiver of Re-Test”.

2.6.4 Certified products which cannot qualify for a waiver of retest must be tested to the applicable specification in order to maintain certification status.

2.7 CERTIFICATION LABELING

2.7.1 NAMI Certification Mark is a registered certification mark with the U.S. Patent Trademark Office. All certification labels must be ordered through NAMI or a NAMI approved printer.

2.7.2 The permanent certification label supplied by NAMI provides consumers with traceability of the manufacturing location. Labels must be applied at the manufacturing location. Special permission from NAMI is required if a label is to be applied at any location other than the manufacturing facility.

2.7.3 Labels must be applied on the certified product where it can be read when the product is either in an open and/or closed position. The product is not considered a certified product if a certification label is placed in an area that would require the product to be disassembled or uninstalled to read it.

2.7.4 The certification label or the certification mark shall only be applied to products authorized for NAMI Certification.

2.7.5 The Licensee, by affixing the certification label, is stipulating that the product is representative of the test specimen that was evaluated and certified.

2.7.6 Upon suspension or revocation of product certification authorization, all unused certification labels must be returned to NAMI within (10) business days after the date of suspension or revocation.

2.7.7 Any product bearing a certification label that is not in compliance and/or has not been authorized for certification is subject up to a $100.00 per label fine from NAMI.
2.8 RE-QUALIFICATION TESTING

2.8.1 NAMI retains the right to request re-qualification testing at any time for any certified product listed within a certification program.

2.8.2 Specific programs require re-qualification testing. See Appendix for details. When re-qualification testing is required, the licensee can choose to have the product re-tested as a prototype (described under Section 2.3) or use the initial testing requirements.

2.8.3 Products required to be re-tested by NAMI or in accordance with HUD UM111 must be tested as a production line unit.
   a. Production line units will be chosen by a NAMI Inspector at the manufacturing location.
   b. NAMI Inspector will choose largest size available during inspection for testing.
   c. Unit shall be marked by the NAMI Inspector. No changes may be made to the unit.
   d. Licensee shall forward unit to an approved NAMI laboratory of choice.
   e. Licensee shall bear all testing costs.

2.8.4 Products required to be re-tested for the Manufactured Housing program must submit a prototype unit to a NAMI approved laboratory every four (4) years.

2.9 CORRECTIVE FIELD LABELING

2.9.1 In the event that any certified product is labeled incorrectly, corrective action(s) must be taken to remedy the mislabeling and to prevent any future occurrences.

   2.9.1.A The Licensee shall provide NAMI with the details concerning the mislabeling, including model number, series information, physical address of the mislabeled products, exact location on the structure where the mislabeled products were installed, and the total number of units mislabeled.

   2.9.1.B The Licensee shall provide NAMI the manufacturing location at which the problem occurred and an overview of how the problem occurred at the manufacturing location.

   2.9.1.C The Licensee shall provide NAMI the actions taken at the manufacturing facility which would prevent any mislabeling in the future of certified products.

   2.9.1.D The Licensee shall provide NAMI with the name and contact information of the responsible party who is responsible for correcting the mislabeling in the field.

   2.9.1.E The Licensee’s responsible party shall provide NAMI with documentation that correctly verifies the certified product in the field.

   2.9.1.F After all relevant documentation has been received, reviewed and approved by NAMI; the Licensee may then remove the incorrect label and apply the correct label on the products identified as mislabeled.
2.10 QUALITY ASSURANCE REQUIREMENTS

2.10.1 Each licensee is required to maintain a quality assurance manual which outlines the quality assurance procedures. The quality assurance manual must be provided to NAMI within thirty (30) business days of signing the license agreement. The quality assurance manual must be filed by the licensee in order for certifications to be released, certification labels ordered or inspections conducted by NAMI.

2.10.2 A separate manual must be provided for each manufacturing location involved or the variations between facilities clearly indicated and maintained on file at each location.

2.10.3 NAMI’s Quality Assurance Program is based on ISO/IEC Guidelines (Guide 65 & 53).

2.10.4 The following information must be provided within the quality assurance manual:
   a. Factory organization
   b. Materials, Components and Services
   c. Manufacture
   d. Quality Control and Testing
   e. Records and Documentation
   f. Application of indications of conformity

   (See Quality Assurance Requirements for Licensee’s.).

2.10.5 All quality assurance records shall be maintained by the licensee for a minimum period of four (4) years by the Licensee.

2.11 CORRECTIVE/PREVENTIVE ACTION/ NON-COMPLIANCE

2.11.1 The licensee will be notified if corrective action is required as a result of an inspection or evaluation process.

2.11.2 Fifteen (15) Business Days from receipt of the formal inspection report are provided for corrective/preventive action response for defects or deviations that would have negative impact on the performance results of the product. The licensee shall use the NAMI Manufacturer’s Corrective Action Form (MFGCPF-Current Revision) to provide action taken.

2.11.3 Thirty (30) Business Days from receipt of the formal inspection report are provided for corrective/preventive action response for defects or deviations which do not render the product inoperative or unsafe. The licensee shall use the NAMI Manufacturer’s Corrective Action Form (MFGCPF-Current Revision) to provide action taken.

2.11.4 Upon receipt of the NAMI Manufacturer’s Corrective Action Form (MFGCPF-Current Revision) from the licensee, NAMI will determine if the corrective/preventive action is accepted.

2.11.5 If corrective/preventive action is deemed acceptable, upon the licensee’s next inspection, the corrective/preventive action will be reviewed to assure NAMI that the new action is effective.

2.11.6 If further action is required, the licensee is responsible for any expenses and/or fees incurred by NAMI for physical inspection or assessment (if required).
2.11.7 Upon final approval of the NAMI Manufacturer’s Corrective Action Form (MFGCPF-Current Revision), the NAMI Inspector will review the effectiveness of the action during the next inspection.

2.11.8 If the NAMI Manufacturer’s Corrective Action Form (MFGCPF-Current Revision) is denied, the product and/or licensee will be in Non-Compliance. (See Section 2.10.9 for Non-Compliance.)

2.11.9 If Non-Compliance is determined, the license agreement authorizes NAMI to withhold, withdraw, or deny the right of the Licensee to designate products as certified and to affix certification labels thereon, based on the results of tests, inspections of the products and other requirements.

2.12 CHALLENGE PROCEDURES

2.12.1 Any person (the “Challenger”) shall have the right to commence a challenge of a NAMI Notice of Product Certification, product bearing a NAMI Certification Label or the results of an inspection. The challenge shall be in writing and shall provide sufficient information to identify the “reason” for the challenge. It shall be delivered by certified mail, return receipt requested, or other method, which provides evidence of receipt of delivery.

2.12.2 The requirements for the Statement of Challenge shall include:
   a. The Statement of Challenge shall contain a simple but complete statement of the Challenger’s claim.
   b. The original Statement of Challenge shall be signed by the Challenger. The signature shall constitute a certification that the signer has read the submission and that to the best of the signer’s information and belief after reasonable inquiry, the submission is well-grounded in fact and that it is not submitted for any improper purpose.
   c. The commencement of the Challenge may require an escrow deposit from the Challenger in an amount not to exceed $1,000 per Challenge and for payment of costs.

2.12.3 NAMI shall make determination, within 30 business days following the date of receipt of the challenge, of the validity of the challenge by the evidence and information provided by the Challenger and respond in writing. This shall be performed in the following manner:
   a. NAMI shall render a decision as to the accuracy of the product certification or certification label, which has been challenged;
   b. NAMI’s decision shall be set forth in a written report, which shall indicate whether or not such product certification or certification label is accurate and state in detail, the basis for the decision.
   c. If the findings require notification of the fenestration product licensee, NAMI shall issue a written dated notice to the licensee. If the licensee is found to be responsible, immediate suspension of product certification and certification labeling will be in effect. NAMI may take any action necessary to affect such suspension and may notify the public of the suspension.

2.12.4 In the event of a Challenge decision resulting in suspension of the product of a licensee through a Notice of Suspension, the following consequences shall result:
   a. Any and all rights of the licensee’s whose product is subject to the Notice of Suspension to use the NAMI name, registered certification mark, certification mark, service mark, product certification authorization or NAMI label shall immediately cease with respect to the product subject to suspension;
b. Licensee shall remove NAMI labels from all units of the product subject to the Notice of Suspension which are then in the licensee’s production facilities or distribution system;

c. Licensee shall cease advertising NAMI licensing for certification with respect to the product subject to the Notice of Suspension;

d. Licensee shall cease labeling the product subject to the Notice of Suspension with any NAMI label.

e. ISO/IEC Guide 27, “Guidelines for corrective action to be taken by a certification body in the event of misuse of its mark of conformity” shall be followed.

2.12.5 The licensee, at any time during the period commencing on the date of delivery of the suspension notice and up to 30 days, may appeal the suspension of product’s certification. All appeals must be submitted in writing.

2.12.6 If no agreement is reached between the Challenger and NAMI, the NAMI Advisory Committee shall be used to settle the challenge.

2.12.7 A record of the challenge, along with all supporting evidence and remedial actions will be maintained on file for a minimum period of four (4) years.

2.13 **COMPLAINT PROCEDURES**

2.13.1 Any person (the “Complainant”) shall have the right to commence a complaint against NAMI, its staff or procedures, NAMI Licensees, Notice of Product Certification, a product bearing a NAMI Certification Label or the results of an inspection. The complaint shall be in writing and shall provide sufficient information to identify the “reason” for the complaint. It shall be delivered by mail, electronic mail or other method, which provides evidence of receipt of delivery.

2.13.2 The requirements for the Statement of Complaint shall include:

a. The Statement of Complaint shall contain a simple but complete statement of the Complainant’s claim.

b. The Complainant shall attach any evidentiary documentation to the Statement of Complaint.

c. The original Statement of Complaint shall be signed by the Complainant. The signature shall constitute a certification that the signer has read the submission and that to the best of the signer’s information and belief after reasonable inquiry, the submission is well-grounded in fact and that it is not submitted for any improper purpose.

2.13.3 NAMI shall make determination, within 30 business days following the date of receipt of the complaint, the validity of the complaint by the evidence and information provided by the Complainant and respond in writing. This shall be performed in the following manner:

a. NAMI shall render a decision as to the accuracy and validity of the complaint.

b. NAMI shall notify the complainant that NAMI is in receipt of the complaint and all supporting documentation.

c. NAMI’s decision shall be set forth in a written report, which shall indicate whether or not such complaint is accurate, valid and state in detail, the basis for the decision.

e. If the findings require notification of a NAMI licensee, NAMI shall issue a written dated notice to the licensee. If the licensee is found to be responsible, immediate action shall be taken in accordance with provisions listed in the NAMI Licensee Agreement (Current Revision) and the NAMI Procedural Guide. NAMI may take any reasonable action necessary to enforce the provisions contained in the NAMI License Agreement (Current Revision), the NAMI Procedural Guide (current revision) and may notify the public or Authorities having Jurisdiction (AHJ) of such actions.

f. Release of information concerning internal actions, decisions, outcomes and evidence related to complaints is considered proprietary and are at the sole discretion of the NAMI Administrator.

2.13.4 Complainants have the right to appeal the decision of a complaint. All appeals shall be handled in accordance with Section 2.14 of the NAMI Procedural Guide (Current Revision).

2.13.5 A record of the complaint, along with all supporting evidence and remedial actions will be maintained on file for a minimum period of four (4) years.

2.14 APPEAL PROCEDURES

2.14.1 Any person (the “Appellant”) shall have the right to appeal the decision of a challenge or complaint by NAMI. The appeal shall be in writing and shall provide sufficient information to identify the “reason” for the appeal. It shall be delivered by certified mail, return receipt requested, electronic mail or other method, which provides evidence of receipt of delivery.

2.14.2 The requirements for the Statement of Appeal shall include:
   a. The Statement of Appeal shall contain a simple but complete statement of the Appellant’s claim.
   b. The original Statement of Appeal shall be signed by the Appellant. The signature shall constitute a certification that the signer has read the submission and that to the best of the signer’s information and belief after reasonable inquiry, the submission is well-grounded in fact and that it is not submitted for any improper purpose.
   c. The commencement of the appeal may require an escrow deposit from the Appellant in an amount not to exceed $1,000 per appeal and for payment of costs.

2.14.3 NAMI shall make determination, within 30 business days following the date of receipt of the appeal, the validity of the appeal based on the evidence and information provided by the Appellant and respond in writing. This shall be performed in the following manner:
   a. NAMI shall render a decision as to the accuracy of the challenge or complaint, which has been appealed;
   b. NAMI’s decision shall be set forth in a written report, which shall indicate whether or not such decision is accurate, valid and state in detail, the basis for the decision.
   c. If the findings require notification of the fenestration product licensee, NAMI shall issue a written dated notice to the licensee. If the licensee is found to be responsible, immediate suspension of product certification and certification labeling will be in effect. NAMI may take any action necessary to affect such suspension and may notify the public and Authorities having Jurisdiction (AHJ) of the suspension.

2.14.4 In the event of a decision resulting in suspension of the product of a licensee through a Notice of Suspension, the following consequences shall result:
   a. Any and all rights of the licensee’s whose product is subject to the Notice of Suspension to use the NAMI name, registered certification mark, certification mark, service mark, product certification authorization or NAMI label shall immediately cease with respect to the product subject to suspension;
b. Such product licensee shall remove NAMI labels from all units of the product subject to the Notice of Suspension which are then in the licensee’s production facilities or distribution system;
c. Such product licensee’s shall cease advertising NAMI licensing for certification with respect to the product subject to the Notice of Suspension;
d. Such licensee shall cease labeling the product subject to the Notice of Suspension with any NAMI label.
e. ISO/IEC Guide 27, “Guidelines for corrective action to be taken by a certification body in the event of misuse of its mark of conformity” shall be followed.

2.14.5 If no agreement is reached between the Appellant and NAMI, the NAMI Advisory Committee shall be used to settle the appeal.

2.14.6 A record of the appeal, along with all supporting evidence and remedial actions will be maintained on file for a minimum period of four (4) years.
3.0-ROLE OF NAMI

3.1 RESPONSIBILITIES OF NAMI

Listing of products in the Certified Products Listing is contingent upon the establishment of a validation system which is to assure a Licensee’s compliance of their products with the requirements set forth in the License Agreement. The role of NAMI is to sponsor and administer the certification program and is solely responsible for its operation. To achieve the objective of providing a mechanism by which the Licensee certifies compliance of their products to the referenced standards, NAMI shall, as a minimum, do the following:

3.1.1 Prepare and publish a listing of NAMI Certified Products containing the Licensee’s names and their Certified Products in good standing, as well as a listing of NAMI Approved Laboratories. (See www.NAMIcertification.com for directory.)

3.1.2 Refrain from listing or removing from the listing, a Licensee’s products except on due notification to the Licensee.

3.1.3 Prepare the standard forms which will be adopted for use by the Licensee and NAMI in connection with operation of the system. Assist licensee with understanding the requirements of the program as outlined within the license agreement and applicable procedural guides and in the necessary documentation required to be on file. Resolve any issues in reference to the certification program before certification is granted.

3.1.4 NAMI’s Inspector/Product Evaluator shall conduct inspections as outlined in program Appendixes to verify Licensee’s quality of production in accordance with applicable performance tests and referenced drawings.

3.1.5 NAMI shall promptly review and if found acceptable, approve test results for certification to Licensee’s products to be listed in the NAMI Certified Products Listing.

3.1.6 NAMI shall authorize, withhold, withdraw or deny the right of any Licensee to designate a product as certified and to affix certification labels thereon, based on the results of tests, inspections of the products and other requirements as herein provided. All actions will be documented and maintained on file.

3.1.7 The decision as to whether or not to certify a product shall be taken by NAMI and based on the information gathered during the evaluation process which includes the process defined within this document and any other relevant information.

3.1.8 Determine penalties to be levied for non-compliance.

3.1.9 Implement a procedure whereby a Licensee or non-Licensee may submit a challenge on a Licensee’s listed products to NAMI in substantiation of a claim of non-compliance.

3.1.10 Confirm the accreditation of all NAMI approved test laboratories for use in the program.

3.1.11 Randomly select samples for production line testing.

3.1.12 Have the right to witness any and all testing.

3.1.13 Have the right to conduct a destructive examination in order to determine if the product is being manufactured conforms to the criteria and standards as set forth.
3.1.14 Upon the finding of improper, inadequate or inaccurate performance, improper tests or unethical conduct by any NAMI approved test laboratory or its agents or representatives with respect to services performed for the Licensee in connection with this program, NAMI will require immediate withdrawal of their official designation as a NAMI approved testing laboratory. All Licensees will be notified. In such event, only the test reports and data previously provided by such test laboratory shall be considered valid for the purposes of this program and no further certification test at such test laboratory shall be authorized or recognized by NAMI or requested by any Licensee.

3.1.15 Respond to routine requests for non-classified information on listed windows or doors.

3.1.16 Be responsible for label design.

3.1.17 Assign label printing rights.

3.1.18 Determine applicability of standards to the products submitted by a Licensee for certification.

3.1.19 Promptly review and, if found suitable in accordance with industry accepted guidelines, authorize “waivers of re-test” for minor changes in products which do not affect test results.

3.1.20 Provide licensee appropriate notice of changes to certification program and/or its requirements. Industry recognized implementation dates will be followed and will verify that each licensee makes necessary changes.

3.1.21 Establish such other policies, procedures and guidelines as may be deemed necessary for the maintenance of the program.

3.1.22 NAMI shall provide certification extensions based on each program’s parameters and/or requirements (see Appendixes for program parameters.)

3.1.23 NAMI shall maintain certification through the process and procedures as described within program documents.

3.1.24 Formulation of policy relating to operation of programs and certification procedures shall be through Administrative Review and review of the Certification Policy Review Committee.

3.1.25 Shall provide additional application information to applicant upon request.

3.1.26 Shall clearly define the requirements for certification through program documents and procedures and make sure applicant understands these requirements.

3.1.27 Shall clearly define the scope of the certification in accordance with Section 2 of this Procedural Guide and confirm which scope is being sought by the applicant, the location of the applicant’s operations and any special requirements such as the language used by the applicant.

3.1.28 Resolve any differences in understanding between the certification body and the applicant.

3.1.29 NAMI shall not delegate authority for granting, maintaining, extending, suspending or withdrawing certification to any outside person or body.
3.1.30 NAMI shall not use Sub-Contractors to perform any of the functions involved with the certification programs.

3.2 RESPONSIBILITIES OF ADMINISTRATOR

3.2.1 Administrator will promptly review and if found acceptable, approve test results for certification to Licensee’s products to be listed in the NAMI Certified Products Listing.

3.2.2 Administrator shall authorize, withhold, withdraw or deny the right of any Licensee to designate a product as certified and to affix certification labels thereon, based on the results of tests, inspections of the products and other requirements as herein provided. All actions will be documented and maintained on file.

3.2.3 Administrator shall promptly review and, if found suitable in accordance with industry accepted guidelines, authorize “waivers of re-test” for changes in products which do not affect test results.

3.2.4 Administrator shall provide certification extensions based on each program’s parameters and/or requirements (see Appendixes for program parameters.)

3.3 RESPONSIBILITIES OF INSPECTOR/PRODUCT EVALUATOR

3.3.1 Inspector/Product Evaluator shall conduct inspections as outlined in program Appendixes to verify Licensee’s quality of production in accordance with applicable performance tests and referenced drawings.

3.3.2 Inspector/Product Evaluator shall review Licensee’s quality assurance program for compliance to program’s outlined requirements.

3.3.3 Inspector/Product Evaluator shall document each inspection and submit findings to NAMI.
4.0 ROLE OF LICENSEE

4.1 RESPONSIBILITIES OF LICENSEE

The Licensee is the manufacturer of the products certified in this program. The certification referred to in the license agreement and in this procedural guide is based on the written statement by the Licensee that the listed products comply with all requirements set forth in the applicable standards (which by reference are made part of this procedural guide) and that they will continuously manufacture quality products.

4.1.1 NAMI has the option of witnessing all certification testing.

4.1.2 Submit to a NAMI approved laboratory a test sample for testing to the applicable standard(s).

4.1.3 Manufacture the product so that to the best of his knowledge, the production line products will be exact duplicates of the sample which was subjected to the test and upon which certification was granted.

4.1.4 Maintain a documented quality assurance system acceptable to NAMI and comply with ISO/IEC Guide 53 for all products herein certified.

4.1.5 Maintain current test reports and drawings or provide NAMI test reports and drawings from all component vendors. If Licensee is a satellite, subsidiary or assembler, they are required to state the location where all applicable documentation is kept in the Quality Assurance Manual.

4.1.6 Allow complete access by the NAMI Inspector to any facility during regular working hours, where certified products are manufactured or assembled, including shipping, receiving, offices and warehouses.

4.1.7 Permit the examination of certain records by NAMI indicating compliance of purchased materials and parts with the referenced specifications.

4.1.8 Provide at each manufacturing site a test frame into which a random sample that has been selected by a NAMI Inspector can be mounted to determine operation of the product as required.

4.1.9 Submit the product to a “destructive inspection” by a NAMI Inspector if there is no other alternative to determine if the product being manufactured conforms to the criteria and standards as set forth.

4.1.10 Submit the randomly selected sample for production line testing to a NAMI approved laboratory within thirty (30) days of product selection. All testing and shipping cost is to be borne by the licensee.

4.1.11 Arrange for an official representative to verbally review with NAMI the findings upon completion of each inspection.
4.1.12 Respond promptly and effectively to correct any deficiencies found during inspection (or any other manner in which they may have been brought to the program’s attention) and to notify NAMI how the corrections were accomplished in writing within the allowable time period commencing with the date of receipt of the inspection report as follows:
- Thirty (30) Days-Minor defects or deviations which do not render the product inoperative or unsafe. Labels may continue to be applied.
- Fifteen (15) Days-Defects or deviations which change the performance results (negatively) from that of the test sample. Labels may NOT be applied until product is corrected or re-tested.

4.1.13 All proposed changes to a product shall be brought to NAMI’s immediate attention (by filing a request for waiver of re-test form) and shall be incorporated in production units only with the approval of NAMI.

4.1.14 Subject a sample to re-test if in NAMI’s judgment the change(s) indicates the performance on which certification was granted may differ from the unit with the modification(s).

4.1.15 Purchase and apply labels only from NAMI or an approved NAMI supplier.

4.1.16 Apply the correct certification label to only certified products, and only at the time and place of manufacture.

4.1.17 Pay NAMI the fees (described in the appendix of the License Agreement) for any additional inspections (in-plant or elsewhere, if necessary) required as a result of gross failure of product compliance or other findings of substantial changes in products compared to the sample subjected to test, determined by test, inspection by NAMI or a formal complaint.

4.1.18 Notify NAMI of the location in which final assembly of the certified product takes place. If the location of final assembly is outside the continental United States, additional costs will be incurred.

4.1.19 Provide NAMI with a schedule of all plant closings for vacation, holidays, inventories, or similar activities at which time inspection is either impossible or impractical. All emergencies or unscheduled closings should be made known to NAMI as soon as practical. In the event that a participant fails to notify NAMI as stated above, and NAMI makes an unannounced inspection for the purpose of this program, the participant will be billed at the discretion of NAMI for the re-visit.

4.1.20 Notify NAMI immediately of change in manufacturing location, or additional plants where certified products may be made and be subject to inspection.

4.1.21 Refrain from using certification documents and/or labels in a misleading or unauthorized manner.

4.1.22 Agree to abide by any interpretations, requirements or modifications which may be incorporated in the standard.

4.1.23 Keep a record of all complaints made known to the manufacturer relating to the product’s compliance with requirements of the relevant standard and to make these records available to NAMI when requested.

4.1.24 Take appropriate action with respect to such complaints and any deficiencies found in products or services that affect compliance with the requirements for certification.
4.1.25 Document actions taken to resolve complaints as defined in Section 4.1.23 and 4.1.24.

4.1.26 Comply with the requirements of the certification program when making reference to its product’s certification in communication media such as documents, brochures or advertising.

4.1.27 Maintain an active quality assurance program in accordance with NAMI’s quality assurance guidelines and any Authorities Having Jurisdiction’s guidelines.

4.1.28 Maintain a current list of component suppliers as stated in the certified product’s test reports in the Quality Assurance Manual and/or on file, with respect to product certification.

4.1.29 The licensee shall notify NAMI of any modifications to the product as outlined in this Section 4.1.12, and notify NAMI of any changes to their manufacturing process or quality system relevant to the certified product or products.
5.0-REQUIREMENTS FOR
PRE-HANGERS/FABRICATORS

5.1 REQUIREMENTS

5.1.1 All the requirements in Section 4.0 of this procedural guide are applicable to Pre-Hangers and/or Fabricators.

5.1.2 Upon completing all the requirements as outlined in Section 4.0 and entering into a license agreement with NAMI, the pre-hanger and/or fabricator must have permission from the initial Building Envelope Product Manufacturer to use their testing data for certification consideration. This can be provided to NAMI through a letter of permission from the manufacturer to use their testing information for the applicable pre-hangar/fabricator or have the manufacturer provide an approved testing laboratory with the required information and have the test reports issued under the pre-hangar/fabricator’s name to NAMI. (Under the NFRC Program, a pre-hanger must have the test reports re-issued in their name or if a private labeler, permission to use the test reports must be granted by the NFRC Licensee)

5.1.3 All test reports provided to NAMI for the pre-hanger and/or fabricator must have all the required information including a test report from an approved independent laboratory, laboratory stamped drawings and bills of material. The pre-hangar and/or fabricator must provide if any type of change in material or design are performed at their facility. If modifications are stated, the pre-hanger and/or fabricator will be required to provide NAMI with the same information as required for a Waiver of Retest in order for the product to be reviewed. If equivalency or greater is not provided for the stated modification, certification will not be granted.

5.1.4 Upon successful review of the documents, certification will be granted in the name of the pre-hanger or fabricator as defined within the license agreement.

5.1.5 Certification labels will be designed for approved pre-hanger or fabricators certified products. All labeling will be performed in accordance with the requirements as stated within the NAMI Procedural Guide.

5.1.6 Pre-hangars and/or fabricators are required to meet all other sections of the NAMI Procedural Guide except any rules or regulations governing testing protocol. Testing protocol guidelines must be met by the manufacturer doing the initial testing.
APPENDIX A

NAMI'S STRUCTURAL/IMPACT CERTIFICATION PROGRAM PROCEDURAL GUIDE FOR BUILDING ENVELOPE PRODUCTS

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: General

Requirements for structural or impact properties of fenestration products may vary from jurisdictions and regions in the United States as well as International Markets. The NAMI Certification Program allows the licensee the flexibility of having their product tested to the standard or standards which would apply to their area of distribution. The licensee should establish which standard(s) apply to their areas of distribution.

Testing and certification is voluntary, therefore, a manufacturer may choose to test to a complete designated specification or to specific performance requirements only. Certification documentation will reflect what the product was tested to.

Section II: Test Standards

NAMI’s Structural/Impact Certification Program provides for equitable administration, evaluations, decisions and enforcement through the use of the standards as defined in Section 2.1 of NAMI’s Certification Program Procedural Guidelines.

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Products. NAMI will notify each licensee of the date such revisions shall become effective.

Section III: Test Samples

Testing is an important and critical aspect of the certification process. Here are some practical guidelines and program parameters which will assist you in determining the system or configuration which should be submitted to the laboratory. Products submitted for certification consideration shall be:

1. Tested by an approved NAMI Independent Testing Laboratory;
2. Product shall meet test size as defined in applicable standard or specification. Many specifications and standards will have a minimum or gateway size requirement. These sizes must be met in order to certify to the applicable standard. If no minimum size is defined by the test specification, the manufacturer should test the largest size that is produced. The largest size shall qualify equal or smaller size.
3. Product configuration shall be determined by the applicable standard or specification. The weakest configuration will qualify stronger configurations if the test standard or specification does not define accepted configurations.
Section IV: Test Report Review

Test reports will be stamped with the date of receipt within NAMI’s Office. The following information is reviewed in structural test reports.

1. Test reports shall be reviewed for the following:
   a. Manufacturer’s Name;
   b. Series or model name;
   c. Specification and/or performance class to which product was tested;
   d. Date of test completion;
   e. Frame/panel/sash/ventilator material type;
   f. Configuration of sash/panels/ventilators;
   g. Glass type and thickness/glazing system;
   h. Reinforcement (where applicable);
   i. Insulating glass air space-width;
   j. Test sequence;
   l. Test methods;
   m. Laboratory stamped drawings;
   n. Laboratory stamped bill of materials;
   o. Laboratory stamped assembly drawings;
   p. Additional Information;

2. Test reports shall be reviewed for compliance and completion to the appropriate test specification;

3. Assembly and extrusion drawings shall be reviewed for compliance and completion to the appropriate test specification;

4. Bill of materials shall be reviewed for test laboratory stamp which authenticates materials used in tested unit;

5. Determine that size of unit is in compliance with applicable test specification;

6. Compare test report to specification to determine that all tests were performed;

7. Determine that all test report findings were within tolerance or passed for rating stated by testing laboratory.

8. The inspection data recorded is of a proprietary nature and is only used as the reference material for issuance of the formal Inspection Report which will be forwarded to the license within thirty (30) days of the inspection.

Section V: Notice of Product Certification

Upon successful completion of the review process and in compliance with NAMI’s Guidelines, a Notice of Product Certification will be issued by the Administrator. The Notice of Product Certification shall contain the following information:

1. Manufacturer’s Name, Location and Code Number;
2. Test Specification and product rating
3. Product Model/Series and brief description;
4. Configuration/glazing type/any additional applicable information;
5. Maximum frame and sash/panel/vent size;
6. Test report number;
7. Test laboratory name;
8. Certification date;
9. Expiration date;
10. Revision dates;
11. Authorized signature.

Upon granting certification, the certified product will be listed in NAMI’s Certified Products Directory at www.NAMIcertification.com. The actual certification will also be uploaded into the directory for public access.
Section VI: In-Plant Inspections

Inspections will be performed in accordance with NAMI’s Certification Program Guidelines. Inspections for structural and impact products will be performed a minimum of one time per year or a maximum of two times per year for each manufacturing location. Licensees requiring certification to HUD UM Bulletin 111 (HUD Building Product Standards), AAMA 1701.2 (Voluntary Standard Primary Window and Sliding Glass Door for Utilization in Manufactured Housing) and AAMA 1702.2 (Voluntary Standard Swinging Exterior Passage Door for Utilization in Manufactured Housing) must be inspected a minimum of two (2) times per year.

1. The inspection shall be a review of the independently tested unit to the product fabricated at the manufacturing location. The inspection report shall include, but not limited to the accumulation of the following information:
   a. Manufacturer’s Name/Location/Code Number
   b. Date of Inspection
   c. Name of contact person or persons;
   d. Series/product name of each product reviewed;
   e. Status of each product certified/record changes;
   f. Product size (where applicable);
   g. Product reviewed for compliance and/or discrepancies to test report
   h. Record extrusion thickness and dimensions (where applicable);
   i. Mark production units for testing with permanent marking/state date of inspection and initial product;
   j. Review quality assurance program/processes and record discrepancies or changes to program
   k. Verify quality assurance manual on file;
   l. Hardware-operators and locking mechanisms;
   m. Balance system;
   n. Reinforcement (where applicable);
   o. Muntins (where applicable);
   p. Matrix, software or charts to demonstrate compliance to ASTM E1300
   q. Glazing system/glass options
   r. Any additional information

2. Inspections will include review of manufacturer’s quality assurance program, including manual, documentation and personnel. All documentation must be maintained for a minimum period of four (4) years by the licensee.

3. Manufacturers having products certified to the AAMA 1701-2 and/or the AAMA 1702-2 are required to conduct production unit testing in accordance with these standards at least once a year in accordance with the NAMI Procedural Guide, Appendix A, Section IX and the NAMI Quality Assurance Manual, Section 4.O.

4. Inspectors shall review with the licensee any changes in standards or NAMI documents. Updated versions of NAMI documents shall be provided where applicable.

Section VII: Waivers of Retest

A “waiver of retest” may be submitted by a licensee to prove equivalency or greater to the originally tested product. “Waivers of retest” must be supported by independent laboratory information, engineering calculations or engineering evaluations that have been signed by an engineer. (If you provide products to the State of Florida, a Florida Professional Engineer must sign off on the document.) If equivalency or greater cannot be proven, the product must be retested in order for certification to be obtained on the modified product.
See further “Waiver of Retest” information in NAMI’s Certification Programs Procedural Guidelines. (Please note: In the case of impact products, the same glass as provided in the product at the time of test is required in a certified product. At this time, very few industry guidelines have been established in order to permit “waivers of retest” for impact products.)

Section VIII: Glazing
Glazing requirements are often outlined in the applicable standard or specifications. Manufacturers of windows and doors are required to provide the minimum glass thickness for the applicable design pressure rating in accordance with ASTM E1300.

1. A product tested with a specific glass type shall qualify products of the same type but of a smaller size to be manufactured with a different glass type provided the glass conforms to ASTM E1300.
2. Products tested with plastic glazing materials shall not qualify glass glazing materials.
3. Products tested with glass glazing materials shall not qualify plastic glazing materials.
4. Products tested with insulating glass shall not qualify single glazed products.

Section IX: Re-Testing
Initial certification shall be provided for a maximum of four (4) years based on the original test date of the test report. Licensee’s who have been enrolled with NAMI for a minimum period of less than two years, and have pending expiration dates on test reports, may contact NAMI for a maximum extension of up to two year for existing product certifications. Licensee’s who have been enrolled with NAMI for a minimum period of two years, and have pending expiration dates on test reports, may contact NAMI for a maximum extension of up to four years for existing product certifications. Licensee’s who have had products certified by other accepted Certification Agencies are eligible for a four (4) year extension.

NAMI grants these extensions based on the reasoning that continuous inspections have been performed to verify that no changes or unauthorized modifications have been made during the period of certification at the licensee’s manufacturing locations. Due to this process, after the maximum four year period of the original certified product, annual extensions can be requested by the licensee.

If a new licensee provides a test report that has expired or close to expiration, and proof can be provided that the product has been inspected by another recognized certification agency, certification will be granted for a maximum period of one (1) year. After NAMI has inspected the product at the manufacturing location during the initial year, the licensee may request an extension for that product certification.

Extensions will be granted as long as no unauthorized modifications have been made to the product. Re-testing will be required if modifications are made and/or if new or revised standards have been introduced to the industry. NAMI will notify participants of pending or required changes to new or changed standards and the requirements needed to meet these standards.

If a licensee is a participant of the HUD UM111 structural or Manufactured Housing program, any products bearing those labels must be re-tested every four (4) years.

If a licensee is a participant of the Manufactured Housing program, all certified products having tested to the AAMA 1701-2 and/or the AAMA 1702-2 standards are required to have production unit sampling and testing as specified in the NAMI Quality Assurance Manual, Section 4.O.
Section X: Labeling

When a Notice of Product Certification is issued, a certification label is required to be placed on any product claiming certification status. All certification labels must be purchased through NAMI. Certification labels:

1. Shall only be applied to products authorized for NAMI Certification.
2. Shall only be applied at the manufacturing location. Special permission is required if a label is to be applied at any location other than the manufacturing facility.
3. Can be combined to demonstrate compliance to more than one certification program (i.e.: structural and thermal programs may be combined).
4. Labels may reflect more than one design pressure if the size and rating of the product are clearly defined. NAMI will design and approve label type.
5. May require higher negative design pressures (DP), for some code jurisdictions. Since several applicable window and door specifications base their rating on the lowest positive, negative test pressure and water test pressure in 5 psf increments, a certification label may bear the actual negative design pressure that was achieved during the test (water test pressure not included) may be permitted on the certification label. The negative test pressure rating must appear on a label bearing the full specification rating.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines
APPENDIX B

NAMI’S THERMAL CERTIFICATION PROGRAM

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines and NFRC’s Product Certification Program (NFRC 700), Certification Agency Program (NFRC 702), and Laboratory Accreditation Program (NFRC 701).

Section I: General

NAMI is a licensed Inspection Agency for the National Fenestration Rating Council (NFRC). If you have questions regarding the NFRC program, please contact NFRC at:

National Fenestration Rating Council (NFRC)
6305 Ivy Lane, Suite 140
Greenbelt, MD 20770
Tel- (301) 589-1776
Fax- (301) 589-3884

Requirements for thermal properties of fenestration products may vary from jurisdictions and regions in the United States as well as International Markets. The NAMI Certification Program requires compliance to the NFRC Standards as required under NFRC documents and outlined in Section 2.1 of the NAMI’s Certification Program Procedural Guidelines.

Section II: Test Standards

NAMI’s Thermal Certification Program provides for equitable administration, evaluations, decisions and enforcement through the use of the standards as defined in Section 2.1, of NAMI’s Certification Program Procedural Guidelines, NFRC Product Certification Program (NFRC 700) and NFRC Laboratory Accreditation Program (NFRC 701). The NAMI Certification Program requires compliance to the NFRC Standards as stated in NFRC documents.

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Products. NAMI will notify each licensee of the date such revisions shall become effective.

Section III: Simulation and Testing

Simulation and testing is an important and critical aspect of the certification process for thermal properties of fenestration products. All products submitted to NAMI for certification consideration must undergo simulation and testing in compliance to NFRC documents.

Simulation:

1. Product must be simulated by an approved NFRC Simulation Laboratory.
2. Manufacturer must submit two copies of product drawings representative of each product in the applicable product line.
3. Products shall be rated and meet the definition and other requirements set forth in NFRC 100.
4. Licensee shall direct simulation laboratory to conduct computer simulations in accordance with NFRC 100 and develop the product line matrix.
5. The simulation laboratory shall forward a copy of the product line matrix, simulation report and support data in accordance with NFRC NFRC 701 to NAMI. (Products that cannot be simulated may qualify for an NFRC rating using the Alternative Testing Procedure. See NFRC 700 for information.)

Testing:

1. A test sample representing the product line of the simulation matrix should be forwarded to an NFRC accredited testing laboratory for validation testing.
2. Manufacturer must submit two copies of the product drawings of each product in the applicable product line.
3. Licensee shall direct simulation laboratory to conduct test in accordance with NFRC 100.
4. Upon completion of testing, laboratory shall forward a copy of each test report, along with copies of the complete support data as required by NFRC 701 to NAMI.

Section IV: Simulation and Test Report Review

Simulation and validation test report will be stamped with the date of receipt within NAMI’s Office. The simulation and test reports, data and drawings indicating full compliance will be reviewed by the Administrator.

Section V: Notice of Product Certification

Upon successful completion of the review process, and in accordance with NFRC’s 700 and 702 documents, the Administrator will issue the Certification Authorization Report (CAR) to the licensee.

Section VI: Expiration

Initial certification shall be valid for four (4) years based on the original test date of the validation test report. Products for re-qualification testing at the end of the four year period may be submitted in accordance with guidelines provided by NFRC 700 and 702 documents.

Section VII: Inspection

Products certified under the NAMI/NFRC Program will be inspected on an annual basis. Inspections and inspection reports will be conducted and issued in accordance with NFRC procedures. The inspection data recorded is of a proprietary nature and is only used as the reference material for issuance of the formal Inspection Report which will be forwarded to the licensee within thirty (30) days of the inspection.

Section VII: Labeling

Products certified to NFRC requirements may then bear the NFRC Certifications Labels. This consists of a temporary and permanent label for each product. All labeling must be in compliance with NFRC requirements. (See NFRC documents for full labeling requirements.)

Section VIII: Compliance and Monitoring

NAMI is responsible under NFRC licensing requirements to investigate potential violations (prohibited activities) as set forth in the NFRC Compliance and Monitoring Program (NFRC 707). NAMI shall follow the procedures, documentation requirements and policies for investigating potential violations as outlined in the NFRC Compliance and Monitoring Program (NFRC 707).
APPENDIX C

NAMI'S EXTERIOR DOOR SYSTEMS CERTIFICATION PROGRAM

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: General

Requirements for Exterior Door Systems vary from jurisdictions and regions in the United States as well as International Markets. The NAMI Certification Program allows the licensee the flexibility of having their product tested to the standard or standards which would apply to their area of distribution. The licensee should establish which standard(s) apply to their areas of distribution.

Section II: Test Standards

NAMI’s Exterior Door Systems Certification Program provides for equitable administration, evaluations, decisions and enforcement through the use of the following standards:

AAMA 506
AAMA 920
AAMA 925
AAMA 1304
AAMA 1702.2
AAMA/WDMA/CSA 101/1.S.2/A440-05
AAMA/WDMA/CSA 101/1.S.2/A440-08
ANSI A250.13
ANSI/AAMA/NWWDA 101/I.S.2-97
ANSI/AAMA/WDMA 101/I.S.2/NAFS-02
ASTM E283
ASTM E330
ASTM E331
ASTM E547
ASTM F476
ASTM E1886
ASTM E1996
PA 201
PA 202
PA 203
TAS 201
TAS 202
TAS 203
CSA A453

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Products. NAMI will notify each licensee of the date such revisions shall become effective.
Section III: Test Samples

Testing is an important and critical aspect of the certification process. Here are some practical guidelines and program parameters which will assist you in determining the system or configuration which should be submitted to the laboratory.

1. There are no minimum or gateway size requirements unless you intend to test and certify to either ANSI/AAMA/NWWDA 101/I.S.2-97, 101/I.S.2/NAFS-02 or 101/I.S.2/A440. For these standards, the minimum gateway size requirements shall be met.
2. The size of the door or systems tested shall qualify equal or smaller size as long as the hinge location is identical to the originally tested unit.
3. Test the maximum size of the largest door panel and/or system that is produced.
4. Opaque systems shall not qualify glazed systems.
5. Glazed systems shall not qualify opaque system.
6. Glazed systems shall contain the largest glazing area for which certification is needed. All glazing areas equal or smaller to the one originally tested shall qualify for certification.
7. Insulating Glazed (IG) shall not qualify single glazed units.
8. Single glazed units shall qualify insulated glazed (IG) units.
9. A true divided lite system that is tested shall qualify a glazed system.
10. A glazed full lite test system shall not qualify a true divided lite system.
11. Product tested qualifies only doors or door systems with the same corner construction, frame/insert assembly, hinge and hinge locations¹, locking/latching hardware and installation method.
12. In-Swing and Out-Swing modes must be tested. If an In-Swing Mode is tested, a professional engineering evaluation may be performed to determine equivalency or greater of the Out-Swing and a Waiver of Re-Test submitted to NAMI with this information.
13. Testing the weakest configuration shall qualify other configurations. The following configurations qualify additional configurations as follows:

<table>
<thead>
<tr>
<th>X</th>
<th>Operable Panel or Side Lite</th>
</tr>
</thead>
<tbody>
<tr>
<td>O</td>
<td>Fixed Panel or Side Lite</td>
</tr>
</tbody>
</table>

O Testing a single fixed door system or side lite qualifies the O configuration only.
X Testing a single side hinged door system qualifies the X configuration only.

¹If you wish to certify a radius top door, you may test a rectangular door with the hinges located for the radius top door. This is considered the “worst case” scenario for hinge placement and will qualify both conditions with different hinge placement. Hinge placement for both conditions must be illustrated on production drawings submitted with testing.

²If certifying to either ANSI/AAMA/NWWDA 101 I.S.2-97, 101/I.S.2/NAFS-02 or 101/I.S.2/440, the provisions in those standards shall apply.

OX Testing a single fixed door system or side lite with an operable door panel or operable side lite qualifies the OX, XO, O or X configurations.
XX Testing a double operable door system qualifies the XX or X configurations.
OXO Testing a single operable door panel with a fixed lite or fixed door panel qualifies the OXO,OX, and XO, X or O configurations.
OXXX Testing a double operable door system with fixed door panels or fixed side lites qualifies the OXXO, XX, OX, XO, OXO, X, or O configurations.
Testing a double operable door system with fixed lites or fixed door panels with a fixed transom above qualifies O/OXXO, O/XX, O/OX, O/OXO, O/X, O/O, OXXO, XX, OX, XO, OXO, X or O configurations.

The chart below reflects the information referenced above.

### Door Assembly Qualifications

<table>
<thead>
<tr>
<th>Configuration</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Qualifies any single fixed side lite or single fixed door system.</td>
</tr>
<tr>
<td></td>
<td>Qualifies any single side-hinged door system having the same hinge location and having no more than one operable leaf or operable side lite.</td>
</tr>
<tr>
<td></td>
<td>Qualifies any single side-hinged door system or composite door system having the same hinge location and having no more than one operable leaf or operable side lite and one inoperable leaf or operable side lite, or any combination thereof.</td>
</tr>
<tr>
<td></td>
<td>Qualifies any single side-hinged door system or composite unit having the same hinge location and having no more than two operable leaves or two operable side lites, or any combination thereof.</td>
</tr>
<tr>
<td></td>
<td>Qualifies any single side-hinged door system or composite unit having the same hinge location and having no more than one operable leaf or operable side lite and two inoperable leaves or two inoperable side lites, or any combination thereof.</td>
</tr>
<tr>
<td></td>
<td>Qualifies any single side-hinged door system or composite unit having the same hinge location and having no more than two operable leaves or two inoperable side lites and two inoperable leaves or two inoperable side lites, or any combination thereof.</td>
</tr>
<tr>
<td></td>
<td>Qualifies any single side-hinged door system or composite unit having the same hinge location and having no more than two operable leaves or two operable side lites and two inoperable side lites and a transom or any combination thereof.</td>
</tr>
</tbody>
</table>

### Section IV: Waivers of Retest

A “Waiver of Retest” may be submitted by a licensee to prove equivalency or greater to the originally tested product. “Waivers of Retest” must be supported with engineering calculations or engineering evaluations that have been signed by a professional engineer. If equivalency or greater cannot be proven, the product must be retested in order for certification to be obtained on the modified product. Examples of changes that can be submitted to NAMI for “Waiver of Retest” consideration are reflected below (but not limited to):

1. Change of hinge locations.
2. Change of hardware.
3. Change to frame assembly or material.
4. Change to astragals.

See further “Waiver of Retest” information in NAMI’s Certification Programs Procedural Guidelines.
Section V: Re-Testing

Initial certification shall be provided for a maximum of four (4) years based on the original test date of the test report. Licensee’s who have been enrolled with NAMI for a minimum period of one year, and have pending expiration dates on test reports, may contact NAMI for a one year extension on the product certification.

NAMI grants these extensions based on the reasoning that continuous inspections have been performed to verify that no changes or unauthorized modifications have been made during the period of certification at the licensee’s manufacturing locations. Due to this process, after the maximum four year period of the original certified product, extensions can be requested by the licensee. Licensee’s who have been enrolled with NAMI for a minimum period of less than two years, and have pending expiration dates on test reports, may contact NAMI for a maximum extension of up to two years for existing product certifications. Licensee’s who have been enrolled with NAMI for a minimum period of two years, and have pending expiration dates on test reports, may contact NAMI for a maximum extension of up to four years for existing product certifications.

Extensions will be granted as long as no unauthorized modifications have been made to the product. Re-testing will be required if modifications are made and/or if new or revised standards have been introduced to the industry. NAMI will notify participants of pending or required changes to new or changed standards and the requirements needed to meet these standards.

Section VI: Labeling

Due to the nature of exterior door systems, NAMI personnel will mock-up labels for approved configurations. Door manufacturers may choose to label their product with the weakest design pressure of all the tested configurations so that fewer labels may be required. Labels may also display different design pressures for configurations that have been tested. All labels must be approved by NAMI.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines.
APPENDIX D

NAMI'S INSULATING GLASS CERTIFICATION PROGRAM PROCEDURAL GUIDE

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: General

Requirements of insulating glass may vary from jurisdictions and regions in the United States as well as International Markets. The NAMI Certification Program allows the licensee the flexibility of having their product tested to the standard or standards which would apply to their area of distribution. The licensee should establish which standard(s) apply to their areas of distribution.

Section II: Test Standards

NAMI’s Insulating Glass Certification Program provides for equitable administration, evaluations, decisions and enforcement through the use of the standards as defined in Section 2.1 of NAMI’s Certification Program Procedural Guidelines.

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Products. NAMI will notify each licensee of the date such revisions shall become effective.

Section III: Qualification Test

Insulating glass prototype test samples may be witnessed by a licensee’s designated person in-responsible-charge. The designated individual must sign a NAMI Impartiality Statement (Form IGTSIS) and forward it to NAMI. The licensee must forward the NAMI Insulating Glass Manufacturer’s Test Sample Form (Form IG-TS) for each test sample to be witnessed and made. Contact NAMI to confirm the date that the test samples will be made. NAMI will create the labels that must be applied to the test samples by the designated person in-responsible-charge, and forward the labels and all pertinent documents. The individual in-responsible-charge shall complete the NAMI Insulating Glass Manufacturer’s Inspection Form (Form IG-MFG-INSP) when witnessing the test samples and forward the form to NAMI upon completion. The completed test samples must be forwarded to a NAMI Approved Independent Testing Laboratory.

If a licensee has had prior insulating glass testing, and can provide a test report that is less than two years old, the test report will be reviewed and upon successful review, certification will be granted. The licensee will follow the procedures above for all future glass test samples.

Insulating glass is tested with a non-destructive test methodology. NAMI may request the licensee or testing laboratory to hold these units for inspection at any time.

The cost of crating and shipping all prototype test samples to an approved NAMI Testing Laboratory will be borne by the manufacturer. A copy of the Laboratory Submittal Form (Form IG-LSF) will be forwarded to the test laboratory. The approved laboratory will test and report findings in accordance with designated test specifications. The test report and gas fill information will be forwarded to NAMI upon completion.
If test failure occurs on a product being tested for qualification testing, the Administrator will notify the manufacturer of such failure within five (5) working days from receipt of test report from the approved testing laboratory. Failure requires that a new sampling be fabricated within forty-five (45) days of receipt of failure notice by the manufacturer. NAMI may request to view the fabrication of these test samples and the licensee must bear all travel expenses for re-witnessing of insulating glass fabrication.

Section IV: Notice of Product Certification

Upon successful completion of testing and review of the test report, a Notice of Product Certification shall be issued. The Notice of Product Certification will contain a certification mark that will be unique for that product line. The certification mark will consist of:

NI: Denotes National Accreditation & Management Institute’s Program

XXXXXX: The first digit reflects the sample number and the last five digits will be a number that is the identification code that NAMI has designated for the licensee.

Certification is granted for two years from the end of the initial test date.

Licensees, who have previously tested products within the last two years, may have their products “grandfathered” into the certification program upon meeting all requirements for program participation. An inspection and witnessing of test samples shall be scheduled within twelve months after certification is granted.

NAMI will accept testing and listing reports from independent accredited laboratories for certification consideration. If a licensee prepares to submit a prototype unit for testing, NAMI must be notified within thirty (30) days prior to sample selection and manufacture. Traceability of the test sample must be established. An individual-in-responsible charge will be appointed by NAMI to witness the selection, verify composition, manufacturing techniques and quality assurance processes.

Section V: In-Plant Inspections

Inspections will be performed in accordance with NAMI’s Certification Program Guidelines. Inspections for insulating glass products will be performed bi-annually.

1. The inspection shall be a review of the independently tested unit to the product fabricated at the manufacturing location. The inspection report shall include, but not limited to the accumulation of the following information:
   a. Manufacturer’s Name/Location/Code Number
   b. Date of Inspection
   c. Name of contact person or persons;
   d. Sealant;
   e. Spacer type;
   f. Desiccant;
   g. Sides of spacer filled by desiccant;
   h. Corner key;
   i. Any additional information.

2. Inspections will include review of glass cutting method, cleaning machines, sealant applicators, desiccant storage and all other relevant machinery.

3. Inspections will include review of manufacturer’s quality assurance program, including manual, documentation and personnel. All documentation must be maintained for a minimum period of four (4) years.

4. Inspectors shall review with the licensee any changes in standards or NAMI documents. Updated versions of NAMI documents shall be provided where applicable.

5. The inspection data recorded is of a proprietary nature and is only used as the reference material for issuance of the formal Inspection Report which will be forwarded to the license within thirty (30) days of the inspection.
Section VI: Re-Qualification Testing

Insulating glass is required to be re-tested every two years. The test samples will be witnessed as described in Section III. All samples must be forwarded to an approved NAMI Test Laboratory. The cost of crating and shipping will be borne by the manufacturer. The approved laboratory will test and report findings. If test failure occurs on a product being tested for re-certification, the Administrator will notify the manufacturer of such failure within five (5) working days from receipt of test report from the approved testing laboratory.

Upon notice of such failure, the licensee will discontinue the use of NAMI’s certification mark until the required corrective action has shown product compliance with the certification requirements and the Administrator gives written authorization to apply the certification mark on the production units. Failure requires that a new sampling be fabricated under witness of inspector within forty-five (45) days of receipt of failure notice by the manufacturer. A repeat failure will result in immediate de-certification.

Failure can be judged “conditional” by the Administrator when test results and inspection indicate an obvious and immediately correctable cause of failure. Failure can only be judged “conditional” after review of results by the Administrator with the approved laboratory and physical inspection of the test sample. NAMI will be the sole judge in determining a failure as “conditional”. The manufacturer obtaining a “conditional” failure must resubmit a new test sample for test within twenty (20) working days. Fabrication of the test sample must be witnessed by the inspector. Total cost of expenses of the inspector who is present at fabrication will be borne by the licensee. Any failure in test of this sample will result in immediate de-certification and de-listing of the product.

If test samples have been submitted to a testing laboratory and testing will not be completed by the end of the two year period, the licensee may request a six-month extension from NAMI. NAMI will provide a six-month extension for that test sample group.

In the event that the licensee fails to submit re-test samples upon notice of and within the prescribed period of time of notice of failure, listing and certification of the product will be discontinued.

All additional sampling and re-testing expenses to reinstate failure or “conditional” failure will be borne entirely by the manufacturer.

Section VII: Application of Certification Mark

Upon notification of product certification, the manufacturer may identify each unit fabricated within that product line with the NAMI authorized certification mark. The certification mark shall only be applied to products authorized for NAMI Certification.

The manufacturer may apply the certification mark in any permanent manner approved by the Administrator. Suitable application methods will include, but not limited to, printing on the spacer, non-removable permanent labeling, or sandblasting on the glass surface. If glass is certified for compliance to HUD UM82a, the words “complies with HUD UM82a”, along with the certification mark in order to meet the requirements of HUD UM82a.
Section VIII: In-Plant Quality Assurance Requirements

A quality assurance manual must be maintained, describing the quality assurance procedures of the manufacturing facility (see NAMI’s minimum Plant QA Requirements). A complete description of the expected performance and requirement for each department should be outlined within this manual.

All quality assurance activities shall be documented. Documented quality assurance records must be maintained during each shift when fabricating certified insulating glass. Records of inspection must be kept for a minimum period of four (4) years and must indicate (as a minimum) the following checks:

1. Sealant:
   a. When using two (2) part sealant systems:
      (1) Check appropriate proportion of base to accelerator by drum usage
      (2) Check that proper base/accelerator combination is used.
   b. When using hot-melt sealant systems, monitor the temperature of the sealant.
   c. Upon opening any drum or base, accelerator, or sealant, a general check should be made for abnormal appearance. If any abnormality exists, a record must be made and the drum shall be set aside. Management shall be notified of such findings. Management will determine the action to be taken, recording such action on the quality assurance record and signing the document.
   d. Perform adhesion checks and other recommended quality assurance checks as provided by your sealant supplier.

2. Desiccant:
   a. The desiccant must be checked for activity as recommended by the supplier. Desiccant temperature rises shall be documented and maintained within the quality assurance records.

3. Spacer:
   a. Spacers must be checked for defects or foreign matter deposits that would inhibit sealant adhesion.
   b. Perform quality checks as recommended by the spacer supplier.

4. Corner Key:
   a. Corner keys must be checked for defects or foreign matter deposits that would inhibit sealant adhesion.
   b. Perform quality checks as recommended by the spacer supplier.

5. Assembled Finished Products:
   a. Daily checks of labeled or marked products shall be performed and recorded. Three percent (3%) of all certified finished products shall be recorded per shift. A complete inspection form, describing the inspection process for each final product shall be provided within the quality assurance manual.
   b. Records must be kept on file with the daily general inspection records, to include:
      (1) Visible sealant gaps;
      (2) Lack of sealant at the shoulder of the spacer;
      (3) Application of corner keys;
      (4) Position of spacer in relation to edge of glass;
      (5) Thickness;
      (6) Minimum MVT Path;
      (7) Size;
      (8) Other pertinent information
Section IX: Interpretations and Guidelines

Test specimens for certification shall be of the construction the licensee wishes to certify. The construction of the test specimen defines the initial certification prototype. Units that are produced from the same basic components as the certification prototype can be labeled and marked as a certified unit. The basic components considered are the sealant system, desiccant system and spacer system. The generic desiccant, spacer and sealant will be determined at the time of manufacture of the test samples.

Any changes in the basic components of the insulating glass unit, requires testing. The following guidelines are published to indicate acceptable and unacceptable changes to certified products as to how they relate to marking or labeling of the changed product. (Note: Whether the change is acceptable or not acceptable, NAMI should be notified regarding any change.)

The following changes to the certified products are ACCEPTABLE and labeling will be permitted:

A. Glass
   1. Changes in glass thickness
   2. Changes in glass size.
   3. Changes in glass tint or color.
   4. Changes in glass shape (rectangular required in test samples).
   5. Changes in glass type (i.e. tempered, heat strengthened, laminated or patterned glass)
      Annealed glass is normally used in test samples.
   6. Coated glass may be used, provided that the coating is restricted to surfaces not in contact
      with the sealant.

B. Spacer
   1. Changes in air space dimension.
   2. Changes in spacer wall thickness.
   3. Changes in spacer seam design.
   4. Changes in supplier of spacer as long as product reflects what was tested.
   5. Changes in spacer profiles.
   6. Soldered, welded, brazed or bent (but uncut) corners or connections may be interchanged.
   7. Corners or connections may be changed from mechanical connections to bent-uncut
      corners utilizing joiners or corner keys of plastic, aluminum, stainless or galvanized steel.

C. Desiccant
   1. Increase in amount of desiccant per inch of edge, otherwise the same number of spacers
      shall be filled as in the test specimen. (Example: If the test sample had two (2) long
      sides filled, then the product must have two (2) long sides filled. If the test sample had
      one (1) long side and one (1) short side filled, the production units must have one (1) long
      side and one (1) short side filled).
   2. Change in supplier of the same generic type of desiccant which test sample contained.
   3. Changes in desiccant particle size.
   4. Increase in the percentage of molecular sieve in a blended desiccant up to a maximum of
      75%. If licensee goes from blend to a greater than 75% then it will be considered a
      molecular sieve and no re-testing is required.
   5. Licensee may change the supplier of desiccant matrix by notifying NAMI of the change
      and providing written documentation that the adsorption capacity per perimeter edge of
      seal is equivalent or greater than the matrix used in the test sample. The next scheduled
      test sampling must include the new supplier’s product.

D. Sealant
   1. Increase in moisture vapor transmission path length.
   2. Licensee may change the supplier of an alternate sealant within the same generic class by
      notifying NAMI of the change. The next scheduled test sampling must include the new
      supplier’s product.

E. Gas
   1. Changes in gas type as long as the same fill method is used. (Argon required in test
      samples.)
The following changes to the certified products are **NOT ACCEPTABLE** and labeling will not be permitted:

A. Glass  
   1. Use of glass with distorted surface in contact with the sealant when tested with a flat surface.

B. Spacer  
   1. Changes in spacer material.
   2. Changes in spacer surface finish (Example: Anodized to mill finish.)
   3. Changes in corner key material (except if same material as spacer).
   4. Bent, uncut spacer corners or connections changed to mechanically fastened spacer corners.

C. Desiccant  
   1. Sealant  
   2. Changes in sealant material in single and dual seal systems.
   3. Decrease in the minimum design moisture vapor transmission path length.

**Additional Guidelines**

A. Production units with more than one air space may be labeled using the same certification mark or label as single air space units provided that each air space is constructed identically to the test units.

B. Test units without internal muntins shall not qualify production units with internal muntins for certification labeling.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines.
APPENDIX E

NAMI'S ON-SITE ENTRANCE DOOR GLASS ASSEMBLY CERTIFICATION PROGRAM

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: General
It is common practice within the fenestration industry for door slabs to be accessed so door glass can be inserted within the field. This practice is simply taken from the manufacturing location to an on-site field application. The NAMI Entrance Door Glass Assembly Certification Program provides procedural guidelines for this on-site work so that structural design pressures that have been determined in the independent test laboratory are maintained in a field setting.

Requirements for the On-Site Entrance Door Glass Assembly may vary from jurisdictions and regions in the United States as well as International Markets. All Entrance Door Glass Products’ must have testing in compliance with NAMI’s Exterior Door Systems Certification Program in order to participate within this process. The licensee should establish which standard(s) apply to their areas of distribution.

Section II: Test Standards
NAMI’s Entrance Door Glass Assembly Certification Program provides for equitable administration, evaluations, decisions and enforcement through the use of the following standards (includes earlier and current versions as shown):

AAMA 506
AAMA 920
AAMA 925
AAMA 1702.2
AAMA/WDMA/CSA 101/I.S.2/A440-08
AAMA/WDMA/CSA 101/I.S.2/A440-05
ANSI A250-13
ANSI/AAMA/NWWDA 101/I.S.2-97
ANSI/AAMA/NWWDA 101/I.S.2/NAFS-02
ASTM E283
ASTM E330
ASTM E331
ASTM E547
ASTM F476
ASTM E1886
ASTM E1996
PA 201
PA 202
PA 203
TAS 201
TAS 202
TAS 203

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Products. NAMI will notify each licensee of the date such revisions shall become effective.
Section III: Testing/Installation Requirements

Testing is an important and critical aspect of the certification process. Door glass lights that are used in the field, must have supportive test documentation in compliance with NAMI’s Exterior Door Certification Program. Here are some practical guidelines and program parameters which will assist you in determining the system or configuration which is permissible to be inserted in a field application.

1. Before installation begins, the door glass installer shall verify the assembly in which the product is to be glazed to verify that the door glass being installed has been tested within that assembly.
2. Verify that the assembly with the door glass light to be inserted is a tested or certified assembly and that proper certification or testing documentation is on file with the Licensor. (Installer may be able to obtain this information from a certification or private label on the field product, or from the door manufacturer or area product wholesaler.)
3. Installer must verify that the assembly has the same corner construction, frame/insert assembly, hinge and hinge locations, locking/latching hardware and installation method as the tested or certified unit.
4. The door glass light shall be of equal or smaller size of the originally tested assembly.
5. The door glass light shall be of equal thickness or greater than the originally tested assembly and in accordance with ASTM E1300.

Section IV: Quality Assurance

The Licensee shall maintain a documented quality assurance program in compliance with NAMI’s requirements. In addition to NAMI’s requirements, the licensee shall maintain all documentation for a period of four (4) years. If complaints are received by the Licensee, these shall be documented and maintained on file for a period of four (4) years.

Section V: Labeling

NAMI personnel will mock-up labels for approved glazing configurations and assemblies. On-Site Entrance Door Glass Assemblers may choose to label their product with the weakest design pressure of all the tested configurations so that fewer labels may be required. Labels may also display different design pressures for configurations that have been tested. All labels must be approved by NAMI.

The installer shall not remove any original labels on the door. The NAMI label will reflect that the product has been modified and state what the new design pressure rating would be. (Note: The new design pressure may not exceed the original design pressure of the product.) Other procedures of labeling include:

1. Upon completion of assembly, the door glass light installer who has been designated “in-responsible” charge by the licensee may apply a NAMI On-Site Certification Program Label to the on-site glazed door. This is to provide the inspector with the minimum design pressure of the glazed unit.
2. NAMI On-Site Certification Program Label may NOT be applied to any unit where changes in hinge locations, hardware, frame assembly or materials, or astragals (where applicable) have occurred.
3. The designated “person in-responsible charge” shall maintain a list of the doors and locations where door glass assemblies were installed. Records of all installations were field certification labels were applied will be maintained for a period of four (4) years. Review of these records will be required during each annual inspection.

Section VI: Inspections

An annual inspection will be performed by NAMI for the On-Site Entrance Door Glass Assembly Licensee. Prior arrangements will be made by NAMI’s Inspector to view past and present on-site field applications to verify compliance to NAMI’s Certification Program Procedures.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines.
APPENDIX F

NAMI'S QUALITY ASSURANCE PROGRAM

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: General

This appendix serves as a guideline to define the overall requirements for documenting the quality assurance program of manufacturers holding a Florida Product Approval or a Notice of Acceptance issued by the Miami-Dade County Building Code Compliance Office, Product Control Division or other authorities having jurisdiction.

Requirements for a quality assurance program may vary from jurisdictions and regions in the United States as well as International Markets. In order for manufacturers to be compliant with the NAMI Quality Assurance Program, NAMI must provide oversight and be able to determine that the product or system is being manufactured or assembled, per the submitted description, test results, or calculations to establish continual product performance.

Section II: Reference Documents

NAMI’s Quality Assurance Program provides for equitable administration, evaluations, decisions and enforcement through the use of the following reference documents (includes earlier and current versions as shown):

- Section 553.843 Florida Statutes
- Section 8-40 of the Code of Miami-Dade County
- Miami-Dade County Administrative Order 10-3
- Chapter 9B-72 F.A.C.

If any revisions are made to these referenced documents, NAMI will review the effect of such revisions on the Licensee’s participation. NAMI will notify each licensee of the date such revisions shall become effective.

Section III: Quality Assurance Manual

The Licensee shall maintain a documented quality assurance program in compliance with NAMI’s requirements.

Each manufacturing location shall have a Quality Assurance Manual. The Quality Assurance Manual shall clearly identify the manufacturer’s name, street address, phone-numbers, email address and legal status and contact information for the member of the organization identified.

In the event that several manufacturing locations exist for one company, and the same manufacturing processes exist for each manufacturing facility, it is acceptable to submit one Quality Assurance Manual with the list of locations that the manual is applicable to; however each location must have the Quality Assurance Manual on file at their respective locations. This shall not preclude said company from providing separate Quality Assurance Manuals for each plant.
The Quality Assurance Manual shall define and indicate a member of the organization, irrespective of other duties, that shall have responsibilities and authority that includes:

1. Ensuring that processes are established, implemented and maintained,
2. Reporting and resolving quality assurance issues related to third parties on matters related to the quality assurance program.
3. This person shall have direct access to top management.
4. There shall be a management statement assigning the person designated.
5. There shall be a relevant job description of personnel assigned to the quality assurance program.
6. There shall be a policy statement on qualification and training of personnel.

The Quality Assurance Manual shall contain at a minimum the following information:

1. Manufacturer’s name, street address, phone number, email address and legal status.
2. Contact information for the member responsible for oversight of the Quality Assurance Program.
3. Locations and contact information for multiple locations (if applicable).
4. Revision date.
5. Procedures for reviewing and updating the Quality Assurance Manual for suitability, accuracy and effectiveness, at a minimum of once every 12 months.
7. Procedures or processes to ensure only current documentation are used in processes directly affecting the quality of the product.
8. A production flowchart or a description of the process in which the product is manufactured.
10. Procedures outlining the quality checks that are conducted to ensure conformity or compliance to the product certification or requirements from Authorities having Jurisdiction.
11. Procedures for labeling, labeling control and application of the label.
12. Procedures detailing the ability to trace a product and its materials to the point of inception.
13. Procedures for the handling, identification, packaging and protection of certified products and/or products approved by Authorities having Jurisdiction.
14. Procedures detailing the actions taken to correct manufacturing defects and/or processes.
15. Procedures for documenting and correcting complaints from the general public, building officials or product control inspectors (IE: NAMI). Documentation shall contain any actions taken to prevent further occurrence.
16. Procedures for verification/inspection of incoming materials and their ability to conform to the requirements established by the product certification or Authorities having Jurisdiction’s requirements.
17. Procedures for the handling, segregation and disposition of non-conforming or damaged incoming or in-process material.
18. Procedures for the calibration of critical measurement devices (IE: Tape Measure and/or Calipers), including the time intervals, procedures for documenting and the traceable standards used.
19. Procedures for identification, storage, protection, retrieval, retention time and disposition of records relating to production and quality assurance.

In addition to NAMI’s requirements, the licensee shall maintain all documentation for a period of four (4) years.
Section IV: Labeling

NAMI personnel will mock-up labels for approved products. Labels must conform to the authorities having jurisdiction’s requirements. Labels may display different configurations that have been tested, but must conform to jurisdictional requirements. All labels must be approved by NAMI.

Section V: Inspections

An annual inspection will be performed by NAMI for the Quality Assurance Licensee. An evaluation will be made by NAMI’s Inspector of past inspections, documentation and final product to verify compliance to NAMI’s Quality Assurance Program Procedures.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines.
APPENDIX G

ASSOCIATION OF MILLWORK DISTRIBUTORS (AMD)
SPONSORED CERTIFICATION PROGRAM

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: General

This appendix serves as a guideline to define the overall requirements for the management and documentation of the Association of Millwork Distributors (AMD) sponsored certification program of manufacturers seeking certification of products utilizing NAMI’s certification for the following programs:

1. NFRC Certification Program
2. Structural Certification Program
3. Insulating Glass Certification Program
4. Security Screen Program
5. Quality Assurance Program

Requirements for program participation may vary from jurisdictions and regions in the United States as well as International Markets. In order for manufacturers to be compliant with the Association of Millwork Distributors (AMD) sponsored certification program, AMD and NAMI must provide oversight and be able to determine that the product or system is being manufactured or assembled, per the submitted description, test results, or calculations to establish continual product performance.

Section II: Reference Documents

Association of Millwork Distributors (AMD) sponsored certification program provides for equitable administration, evaluations, decisions and enforcement through the use of the following reference documents (includes earlier and current versions as shown):

- AMD Sponsored / NAMI Validated Certification Program License Agreement
- ISO/IEC Guide 65
- ISO/IEC Guide 17020
- NAMI Procedural Guidelines
- NAMI Procedural Guidelines Appendix A
- NAMI Procedural Guidelines Appendix B
- NFRC 700 Product Certification Program (PCP)
- NFRC 701 Laboratory Accreditation Program (LAP)
- NFRC 702 Certification Agency Program (CAP)
- NAMI Procedural Guidelines Appendix C
- NAMI Procedural Guidelines Appendix D
- NAMI Procedural Guidelines Appendix F
- NAMI Quality Assurance Manual

If any revisions are made to these referenced documents, AMD and NAMI will review the effect of such revisions on the Licensee’s participation. NAMI will notify each licensee of the date such revisions shall become effective.
Section III: NFRC Certification Program

This section is a supplement and is intended to be used in conjunction with the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI’s Certification Program Procedural Guidelines, NAMI’s Certification Program Procedural Guidelines Appendix B and NFRC’s Product Certification Program (PCP), Certification Agency Program (CAP), and Laboratory Accreditation Program (LAP).

Reference must be made to the AMD Sponsored / NAMI Validated Certification Program License Agreement, the NAMI Procedural Guide and all applicable standards in order to ensure compliance with program participation requirements.

Requirements for thermal properties of fenestration products may vary from jurisdictions and regions in the United States as well as International Markets. The Association of Millwork Distributors (AMD) sponsored certification program requires compliance to the NFRC Standards as required under NFRC documents and outlined in Section 2.1 of the NAMI’s Certification Program Procedural Guidelines.

NAMI is a licensed Inspection Agency for the National Fenestration Rating Council (NFRC). If you have questions regarding the NFRC program, please contact NFRC at:

National Fenestration Rating Council (NFRC)
6305 Ivy Lane, Suite 140
Greenbelt, MD 20770
Tel- (301) 589-1776
Fax- (301) 589-3884

Section IV: Structural Certification Program

This section is a supplement and is intended to be used in conjunction with the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI’s Certification Program Procedural Guidelines and NAMI’s Certification Program Procedural Guidelines Appendix A.

Reference must be made to the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI Procedural Guide and all applicable standards in order to ensure compliance with program participation requirements.

Requirements for structural or impact properties of fenestration products may vary from jurisdictions and regions in the United States as well as International Markets. The Association of Millwork Distributors (AMD) sponsored certification program allows the licensee the flexibility of having their product tested to the standard or standards which would apply to their area of distribution. The licensee should establish which standard(s) apply to their areas of distribution.

Testing and certification is voluntary, therefore, a manufacturer may choose to test to a complete designated specification or to specific performance requirements only. Certification documentation will reflect what the product was tested to.
Section V: Insulating Glass Certification Program

This section is a supplement and is intended to be used in conjunction with the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI’s Certification Program Procedural Guidelines and NAMI’s Certification Program Procedural Guidelines Appendix D.

Reference must be made to the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI Procedural Guide and all applicable standards in order to ensure compliance with program participation requirements.

Requirements of insulating glass may vary from jurisdictions and regions in the United States as well as International Markets. The Association of Millwork Distributors (AMD) sponsored certification program allows the licensee the flexibility of having their product tested to the standard or standards which would apply to their area of distribution. The licensee should establish which standard(s) apply to their areas of distribution.

Section VI: Quality Assurance Program

This section is a supplement and is intended to be used in conjunction with the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI’s Certification Program Procedural Guidelines and NAMI’s Certification Program Procedural Guidelines Appendix F.

Reference must be made to the AMD Sponsored / NAMI Validated Certification Program License Agreement, NAMI Procedural Guide and all applicable standards in order to ensure compliance with program participation requirements.

This section serves as a guideline to define the overall requirements for documenting the quality assurance program of manufacturers holding a Florida Product Approval or a Notice of Acceptance issued by the Miami-Dade County Building Code Compliance Office, Product Control Division or other authorities having jurisdiction.

Requirements for a quality assurance program may vary from jurisdictions and regions in the United States as well as International Markets. In order for manufacturers to be compliant with the Association of Millwork Distributors (AMD) sponsored Quality Assurance program, AMD and NAMI must provide oversight and be able to determine that the product or system is being manufactured or assembled, per the submitted description, test results, or calculations to establish continual product performance.

Section VII: Quality Assurance Manual

The Licensee shall maintain a documented quality assurance program in compliance with AMD and NAMI’s requirements.

Each manufacturing location shall have a Quality Assurance Manual. The Quality Assurance Manual shall clearly identify the manufacturer’s name, street address, phone-numbers, email address and legal status and contact information for the member of the organization identified.

In the event that several manufacturing locations exist for one company, and the same manufacturing processes exist for each manufacturing facility, it is acceptable to submit one Quality Assurance Manual with the list of locations that the manual is applicable to; however each location must have the Quality Assurance Manual on file at their respective locations. This shall not preclude said company from providing separate Quality Assurance Manuals for each plant.
The Quality Assurance Manual shall define and indicate a member of the organization, irrespective of other duties, that shall have responsibilities and authority that includes:

1. Ensuring that processes are established, implemented and maintained,
2. Reporting and resolving quality assurance issues related to third parties on matters related to the quality assurance program.
3. This person shall have direct access to top management.
4. There shall be a management statement assigning the person designated.
5. There shall be a relevant job description of personnel assigned to the quality assurance program.
6. There shall be a policy statement on qualification and training of personnel.

The Quality Assurance Manual shall contain at a minimum the following information:

1. Manufacturer’s name, street address, phone number, email address and legal status.
2. Contact information for the member responsible for oversight of the Quality Assurance Program.
3. Locations and contact information for multiple locations (if applicable).
4. Revision date.
5. Procedures for reviewing and updating the Quality Assurance Manual for suitability, accuracy and effectiveness, at a minimum of once every 12 months.
7. Procedures or processes to ensure only current documentation are used in processes directly affecting the quality of the product.
8. A production flowchart or a description of the process in which the product is manufactured.
10. Procedures outlining the quality checks that are conducted to ensure conformity or compliance to the product certification or requirements from Authorities having Jurisdiction.
11. Procedures for labeling, labeling control and application of the label.
12. Procedures detailing the ability to trace a product and its materials to the point of inception.
13. Procedures for the handling, identification, packaging and protection of certified products and/or products approved by Authorities having Jurisdiction.
14. Procedures detailing the actions taken to correct manufacturing defects and/or processes.
15. Procedures for documenting and correcting complaints from the general public, building officials or product control inspectors (IE: NAMI). Documentation shall contain any actions taken to prevent further occurrence.
16. Procedures for verification/inspection of incoming materials and their ability to conform to the requirements established by the product certification or Authorities having Jurisdiction’s requirements.
17. Procedures for the handling, segregation and disposition of non-conforming or damaged incoming or in-process material.
18. Procedures for the calibration of critical measurement devices (IE: Tape Measure and/or Calipers), including the time intervals, procedures for documenting and the traceable standards used.
19. Procedures for identification, storage, protection, retrieval, retention time and disposition of records relating to production and quality assurance.

In addition to AMD and NAMI’s requirements, the licensee shall maintain all documentation for a period of four (4) years.
Section IV: Labeling

NAMI personnel will mock-up labels for certified or approved products. Labels must conform to the authorities having jurisdiction’s requirements. Labels may display different configurations that have been tested, but must conform to jurisdictional and program participation requirements. All labels must be approved by NAMI with concurrence from AMD in accordance with the contractual agreement that was signed between the two entities.

The displaying of AMD or NAMI’s trademark must be in compliance with the AMD Sponsored / NAMI Validated Certification Program License Agreement.

Section V: Inspections

Inspection periodicities will vary according to program participation. All inspections will be performed by NAMI with an invitation extended to AMD to attend the inspection of the Licensee. An evaluation will be made by NAMI’s Inspector of past inspections, documentation and final product to verify compliance to the Association of Millwork Distributors (AMD) sponsored certification program procedures.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines.
APPENDIX H

NAMI’S COMPONENT MODELING APPROACH (CMA) CERTIFICATION PROGRAM PROCEDURAL GUIDE

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines and the following National Fenestration Rating Council Program Documents:

NFRC 700 Product Certification Program (PCP)
NFRC 701 Laboratory Accreditation Program (LAP)
NFRC 702 Certification Agency Program (CAP)
NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP)
NFRC 708 Calculation Entity Approval Program (CEAP)

Section I: General

NAMI is a licensed Inspection Agency for the National Fenestration Rating Council (NFRC). If you have questions regarding the NFRC program, please contact NFRC at:

National Fenestration Rating Council (NFRC)
6305 Ivy Lane, Suite 140
Greenbelt, MD 20770
Tel- (301) 589-1776
Fax- (301) 589-3884

Requirements for thermal properties of fenestration products may vary from jurisdictions and regions in the United States as well as International Markets. The NAMI Certification Program requires compliance to the NFRC Standards as required under NFRC documents and outlined in Section 2.1 of the NAMI’s Certification Program Procedural Guidelines.

The National Fenestration Rating Council, Incorporated (“NFRC”) has developed and operates a uniform national rating system for energy performance of fenestration products. The Rating System determines the U-factor, Solar Heat Gain Coefficient (SHGC) and Visible Transmittance (VT) of a product, which are mandatory ratings for labeling NFRC certified products, and are supplemented by procedures for voluntary ratings of products for Air Leakage (AL) and Condensation Resistance. Together, these rating procedures, as set forth in documents published by NFRC, are known as the NFRC Rating System.

The Rating System employs computer simulation and physical testing by NFRC-accredited laboratories to establish energy performance ratings for fenestration products. The Rating System is reinforced by a certification program under which NFRC-licensed parties claiming NFRC product certification shall label and certify fenestration products to indicate those energy performance ratings, provided the ratings are authorized for certification.
The requirements of the rating, certification, and labeling program are set forth in the most recent version of the NFRC 700 Product Certification Program (PCP) and the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP). The NFRC Component Modeling Approach Certification Program rates whole fenestration products in accordance with the NFRC 100 Procedures for Determining Fenestration Product U-Factors. Glazing, spacer, and frame cross-sections, the three components that make up a fenestration product, shall be tested and rated in accordance with NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP), NFRC 100 Procedures for Determining Fenestration Product U-Factors; Sections 5.6 and NFRC 200 Procedure for Determining Fenestration Product Solar Heat Gain Coefficient and Visible Transmittance at Normal Incidence; Section 5.6. Once approved by NFRC, the component shall be listed and maintained in an NFRC Approved Component Library Database.

The Specifying Authority is the entity who specifies the fenestration products/ systems and components, and identifies the suppliers to be used on a commercial or non-residential project in order to meet design and performance requirements. This entity may be, but is not limited to, an architect, engineer, or supplier.

In order to participate in the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP), the specifying authority shall:

1. Enter into a license agreement with NAMI
2. Enter into a license agreement with NFRC
3. Agree to comply with all of the certification requirements specified in the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP).
4. Notify NAMI of their selection of an Approved Calculation Entity (ACE).
5. Agree to pay all fees associated with program participation.
6. Shall rate a product to be certified in accordance with mandatory NFRC rating procedures. The component manufacturer shall have their products approved to be used to rate a fenestration product that is to be certified in accordance with mandatory NFRC rating procedures. At present, a specifying authority may elect to rate products for U-factor, SHGC, and VT, and include those ratings on the NFRC Component Modeling Approach Program Label Certificate. Optionally, Air Leakage (AL) can also be obtained using NFRC 400. U-factor, SHGC and VT ratings shall be obtained from an Approved Calculation Entity, which has been approved by NFRC in accordance with the requirements of the NFRC 708 Calculation Entity Approval Program (CEAP).

Products that are labeled with the NFRC Label or Label certificate in accordance with NFRC requirements are considered to be NFRC-certified. NFRC maintains a Certified Products Directory (CPD), listing product lines and individual products for which product certification authorization has been granted.

Section II: Standards

NAMI’s Component Modeling Approach Certification Program provides for equitable administration, evaluations, decisions and enforcement through the use of the standards as defined in Section 2.1, of NAMI’s Certification Program Procedural Guidelines and the following National Fenestration Rating Council Program Documents:

- NFRC 700 Product Certification Program (PCP)
- NFRC 701 Laboratory Accreditation Program (LAP)
- NFRC 702 Certification Agency Program (CAP)
- NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP)
- NFRC 708 Calculation Entity Approval Program (CEAP)

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Certifications. NAMI will notify each Licensee of the date such revisions shall become effective.
Section III: Role of Inspection Agency

Under the Certification Agency Program and the Inspection Agency Program, NAMI is responsible for meeting the requirements set forth in the following National Fenestration Rating Council Program Documents:

NFRC 700 Product Certification Program (PCP)
NFRC 701 Laboratory Accreditation Program (LAP)
NFRC 702 Certification Agency Program (CAP)
NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP)
NFRC 708 Calculation Entity Approval Program (CEAP)

Under these guidelines, NAMI shall:

1. Maintain written procedures and policies consistent with the requirements of the Certification Program for their duties as related to the NFRC Certification Program;
2. Implement NFRC requirements as applicable to the specifying Authority and procedures regarding product/component rating;
3. Review and approve performance values for frame cross-sections and spacers and glazing;
4. Conduct reviews of fenestration systems calculations performed by an ACE for product certification authorization;
5. Conduct documentation audit trails of selected portions of whole product system ratings for verification and challenge purposes;
6. Review label certificate formats and content;
7. Investigate potential violations or prohibited activities as set forth in the NFRC Compliance and Monitoring Program;
8. Nullify or make void a label certificate if a fenestration system listed on a label certificate is found to be non-compliant with the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) requirements following a documentation trail audit; Maintain data files for a minimum period of four (4) years for whole product system ratings selected for the documentation trail audit.

Section IV: Certification

Certification of fenestration products/systems shall be achieved through the use of approved component ratings and the CMA software tool, which allows for the generation of label certificates by an Approved Calculation Entity (ACE).

Label Certificates shall be issued by the selected ACE after the ACE generates a calculation report utilizing the CMA software tool, which interfaces with the component library and calculates whole product performance ratings using data from each of the three components of the fenestration system (glazing infill, spacer, and framing system).

Once a product is referenced in an NFRC label certificate, it is NFRC-certified. These products are listed in the CMAST Certified Products Directory with a unique CMAST Certified Products Directory Number, which is also reflected on the label certificate for verification purposes.

Products that cannot be rated using the CMA software tool shall be physically tested by an NFRC Accredited Testing Laboratory to determine NFRC ratings.

NFRC label certificates shall be issued for fenestration products/systems that are installed in a commercial or non-residential building and are project-specific. Therefore, no recertification of these products is required.
Certified fenestration products/systems may be used in other projects by other Specifying Authorities without requiring further product certification.

Certified products used in additional projects maintain their unique CMAST Certified Products Directory Number in the CMAST Certified Products Directory as well as in the subsequent label certificate(s) issued.

**Section V: Component Submittal Reviews for Component Approval**

Simulation and testing is an important and critical aspect of the certification process for thermal properties of fenestration products. All products submitted to NAMI for certification consideration must undergo simulation, testing and rating (if required) in order to be compliance with the applicable NFRC program requirements.

The Rating System utilized by NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) employs computer simulation and physical testing by NFRC-accredited laboratories to establish energy performance ratings for fenestration products and components that will be utilized in fenestration product projects.

All components utilized in a fenestration product certified using the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) shall be in compliance with the guidelines as set forth by the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP)

Glazing shall be approved using the requirements set forth under the NFRC 300 Test Method for Determining the Solar Optical Properties of Glazing Materials and Systems and NFRC 302 Verification Program for Optical Spectral Data.

Glazing layers created in Optics per the NFRC 303 Creating a Laminate in Optics for NFRC and NFRC 304-2007 Creating an Applied Film Layer in Optics for NFRC shall be created by an NFRC accredited simulation laboratory and shall be approved by NAMI prior to use in a CMA Label Certificate.

Spacer Component Approval is dependent on the requirements set forth in the NFRC 100 Procedures for Determining Fenestration Product U-Factors for inclusion in the component library and shall be subject to the additional requirements outlined in the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) depending on the approval path chosen by the manufacturer.

Frame Component Approval is dependent on the requirements set forth in the NFRC 100 Procedures for Determining Fenestration Product U-Factors and NFRC 200 Incidence Gain Coefficient and Visible Transmittance at Normal Procedure for Determining Fenestration Product Solar Heat for inclusion in the component library and shall be subject to the additional requirements outlined in the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP).

Selected framing systems shall be physically tested in accordance with the NFRC 100 Procedures for Determining Fenestration Product U-Factors and NFRC 102 Procedures for Measuring the Steady-State Thermal Transmittance of Fenestration Systems, and shall conform to all frame grouping rules. Validation shall be determined by the NFRC 100 Procedures for Determining Fenestration Product U-Factors equivalence criteria.

The Rating System is reinforced by a certification program under which NFRC-licensed parties claiming NFRC product certification shall label and certify fenestration products to indicate those energy performance ratings, provided the ratings are authorized for certification.
In accordance with the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP), NAMI shall:

1. Review the submitted information for spacer component approval for inclusion in the component library (when utilizing path II for spacer component approval), shall review the submitted information and calculation for the spacer and edge-seal assembly consisting of spacer component and default sealants $k_{el}$.

2. Notify the Accredited Simulation Laboratory and/or the entity seeking spacer component approval, of any discrepancies in the submitted information or calculation (when utilizing path II for spacer component approval). Once all discrepancies have been resolved, NAMI shall approve the spacer component entry into the component library within fifteen (15) business days. A unique ID number shall be assigned by the NFRC CMA software tool.

3. Notify the entity seeking spacer component approval of the spacer’s inclusion in the component library (when utilizing path II for spacer component approval).

4. Review the submitted information for the spacer and compatible sealants (when utilizing path III for spacer component approval).

5. Notify the Accredited Simulation Laboratory and/or the entity seeking spacer component approval, of any discrepancies in the submitted information. Once all discrepancies have been resolved, NAMI shall approve the spacer component within fifteen (15) business days. A unique ID number shall be assigned by the NFRC CMA software tool. NAMI shall notify the entity seeking spacer component approval of the spacer’s inclusion in the component library (when utilizing path III for spacer component approval).

6. Review the laboratory report(s) to determine whether the frame component values have been correctly determined in accordance with NFRC 100 Procedures for Determining Fenestration Product U-Factors and NFRC 200 Procedure for Determining Fenestration Product Solar Heat Gain Coefficient and Visible Transmittance at Normal Incidence.

7. Notify the framing system manufacturer and/or Accredited Simulation Laboratory of any discrepancies in the submitted information or calculation. Once all discrepancies have been resolved, NAMI shall assign approved status for the frame component in the component library.

Spacer Component Approval is dependent on the requirements set forth in the NFRC 100 Procedures for Determining Fenestration Product U-Factors for inclusion in the component library and shall be subject to the additional requirements outlined in the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) depending on the approval path of the Spacer Manufacturer.

If there is any discrepancy between frame component, spacer, and edge-seal assembly performance determined by NAMI and Accredited Simulation Laboratory, the entity seeking approval may accept or appeal NAMI’s determination to the Technical Interpretation Policy Committee (TIPC) in accordance with NFRC Operating Procedures.

Section VI: Approved Calculation Entity (ACE) Calculation Review

In accordance with the requirements set forth in the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) and the NFRC 702 Certification Agency Program (CAP), the Approved Calculation Entity (ACE) shall be subject to Quality Assurance Reviews as directed by the NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) and the NFRC 708 Calculation Approval Program (CEAP).

1. Review calculations performed by the ACE for label certificates.
2. Review the whole product rating calculation performed by the ACE to ensure that the NFRC fenestration product/system rating is accurately reflected on the label certificate and complies with all NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) requirements.
3. Utilize the NAMI-ACE Calculation Review Form (NFRC-ACE review-current revision), when conducting reviews of calculations performed by the ACE for label certificates.
4. Conduct the review within ten (10) days of receipt of the calculation information and shall notify the ACE and Specifying Authority of any discrepancies or missing information.

5. Shall notify the ACE, Specifying Authority, and NFRC by issuing a “Notice of Non-Compliance,” if it is determined that a deficiency exists with regards to the whole product rating calculation.

6. Shall issue a “Notice of Revocation”, if the ACE does not take corrective action within thirty (30) days after the date of the “Notice of Non-Compliance.”

7. Shall perform “Selection for Inspection Agency Reviews” as required to include the following:
   a. Shall review the calculations associated with the first five (5) certificates submitted by a specific Independent ACE or a specific Manufacturer / Other ACE.
   b. Afterwards, if the ACE qualifies for the statistical auditing program in accordance with the NFRC 708 Calculation Entity Approval Program (CEAP), the calculations associated with each label certificate submitted by the ACE shall have a 1 in 10 chance of being selected for review, as determined by the CMA software tool when the certificate is issued.
   c. Shall review the calculations associated with each certificate generated by the ACE if the ACE does not qualify for the statistical auditing program in accordance with the NFRC 708 Calculation Entity Approval Program (CEAP).
   d. Shall follow the grading procedures and criteria as set forth in the NFRC 708 Calculation Entity Approval Program (CEAP).
   e. Shall utilize the NAMI-ACE Calculation Review Form (NFRC-ACE review-current revision) when performing “Selection for Inspection Agency Reviews”.
   f. The results of the reviews shall be documented and retained on file for a period of four (4) years.

If a submitted label certificate is subject to review, the Independent ACE may issue the certificate prior to completion of the review, but shall be responsible for making any necessary corrections and notifications in accordance with the provisions of Section 5.1 of the NFRC 708 Calculation Entity Approval Program (CEAP).

If a submitted label certificate is subject to review, a Manufacturer / Other ACE shall not issue the certificate until completion of the review.

**Section VII: Documentation Trail Audit**

The documentation trail audit shall be performed by an Inspection Agency chosen by the Specifying Authority. If selected by the specifying authority, NAMI shall:

1. Conduct an audit of the documentation trail of the Specifying Authority’s fenestration products/systems to ensure that the products listed in the issued label certificate are reflective of the actual systems supplied for a particular project, and comply with all NFRC 705 Component Modeling Approach Product Certification Program (CMA PCP) requirements.

The following documentation shall be provided by the specifying authority to facilitate the audit.

1. Copy of project specification sections for the glazing infill and framing system(s).
2. Copies of any change orders affecting the primary glazing infill and framing system(s).
3. Copy of the glazing contractor's primary purchase order for glazing infill and framing system(s).
4. Copy of the glazing infill and framing system manufacturers' primary order acknowledgements.
5. Copy of the glazing infill and framing system manufacturers' material shipment documents.

After issuance of the label certificate, each certificate shall have a 1 in 20 chance of being selected for a documentation trail audit. Selection for audit shall be determined by the CMA software tool when the certificate is issued.

Audits shall not exceed two per year for each specifying authority, if the audits conducted uncover no substantive issues.
The Specifying Authority shall have thirty (30) days from the date of notification within which to submit the required documentation.

An audit shall be conducted within fifteen (15) days of the receipt of the required documentation and shall notify the Specifying Authority of any discrepancies or missing information.

If, upon review of the documentation provided by the Specifying Authority indicates that a discrepancy exists with any of the fenestration products/systems reflected in the label certificate and supplied at the project location, and then a Notice of Non-Compliance shall be issued to the Specifying Authority.

The Specifying Authority shall take corrective action or acquire a new label certificate reflecting the performance rating values of the actual products/systems supplied to the project location.

If no corrective action is taken within fifteen (15) days of notification, then the Label Certificate shall be deemed null and void.

NFRC shall be notified and shall have the right to issue a “Notice of Revocation” if the Specifying Authority does not take corrective action within thirty (30) days after the date of the “Notice of Non-Compliance.”

Electronic files of each audit shall be maintained for a period of four (4) years.
APPENDIX I

NAMI’S FIRE
CERTIFICATION AND LISTING PROGRAM
PROCEDURAL GUIDE FOR
FIRE DOORS
AND OTHER PROTECTIVE OPENINGS

This document is a supplement and is intended to be used in conjunction with NAMI’s Certification Program Procedural Guidelines.

Section I: Test Standards

The NAMI Fire Certification and Listing Program for Fire Doors and other protective equipment provides for equitable administration, evaluations, decisions and enforcement through the use of the following standards:

- NFPA 80 Standard for Fire Doors and Other Opening Protectives
- NFPA 252 Fire Tests of Door Assemblies
- NFPA 257 Fire Tests of Window Assemblies
- ISO 3008 Fire Tests of Door Assemblies
- ISO 3009 Fire Tests of Window Assemblies
- UL 10A Tin-Clad Doors
- UL 10B Fire Tests of Door Assemblies
- UL 10C Positive Pressure Fire Tests of Door Assemblies
- UL 9 Fire Tests of Window Assemblies
- CAN/ULC S104 Method for Fire Test of Door Assemblies
- UBC 7-2 Fire Test of Door Assemblies
- UBC 7-3 Tin-Clad Door Assemblies
- UBC 7-4 Fire Tests of Window Assemblies
- UL 1784 Air leakage Tests of Door Assemblies
- NFPA 105 Standard for the Installation of Smoke Door Assemblies and Other Opening Protectives
- NFPA 105 Standard for the Installation of Smoke Door Assemblies and Other Opening Protectives

If any revisions are made to these referenced standards, NAMI will review the effect of such revisions on the Licensee’s Products. NAMI will notify each licensee of the date such revisions shall become effective.

All entities used in NAMI’s certification operations (i.e. testing, inspection and certification) shall be in compliance with ISO/IEC 17025/17020 and ISO/IEC Guides 65/27/53.

Section II: General Requirements

Requirements for fire resistant properties of fenestration products may vary from jurisdictions and regions in the United States as well as International Markets. The NAMI certification and listing program for Fire Doors and Other Protective Openings is intended to assist regulatory bodies to determine compliance of door assemblies for use in locations where fire resistance of a specified duration is required. It is the manufacturer’s responsibility to ensure that the product complies with any jurisdictional or regional requirements for which the product is to be distributed.

The rating or classification is not representative of all fire conditions, which vary with changes in the amount, nature and distribution of fire loading, ventilation, compartment size and configuration and heat sink characteristics of the compartment. The rating or classification serves only to provide a relative measure of fire performance of door assemblies under the specified fire exposure conditions.
The NAMI Fire Certification and Listing Program for Fire Doors and Other Protective Openings are intended to evaluate the ability of the door assembly to remain in an opening during a predetermined test exposure. Any variation from the construction or conditions, to which the rating and classification are based on from review and testing, is capable of substantially changing the performance characteristics of the assembly. Therefore, any deviation of construction methods and materials used in construction of the certified product must be approved by NAMI and shall be in conjunction with any applicable requirements of the standards to which the product was tested.

Certification for the product shall be provided indefinitely based on the original test date of the test report, provided the governing standards and specification to which the product rating/classification is based on, changes the requirements.

NAMI grants these ratings/classifications based on the reasoning that continuous inspections have been performed to verify that no changes or unauthorized modifications have been made during the period of certification at the licensee’s manufacturing locations.

Certification shall be maintained as long as no unauthorized modifications have been made to the product. Re-testing will be required if modifications are made and/or if new or revised standards which may require retesting have been introduced to the industry. NAMI will notify participants of pending or required changes to new or changed standards and the requirements needed to meet these standards.

The NAMI Fire Certification and Listing Program for Fire Doors and Other Protective Openings does not provide for the following conditions:
1. A rating or classification for any product other than those for which the rating or classification was issued.
2. An evaluation of the degree by which the door assembly contributes to the risk of fire by generation of smoke, toxic gases, or other products of combustion.
3. A temperature limit on the unexposed side of the door assembly.
4. A limit on the number of openings intended in glazed areas or the number and size of lateral openings between the door and the frame.
5. A measurement as to the degree of control or limitation of the passage of smoke or products of combustion through the door assembly.

A fire door assembly shall consist of components that are separate products which are incorporated into an assembly and allowed to have their own subcomponents. All hardware required for the installation of fire doors shall meet the requirements as set forth in the NFPA 80. Hardware for fire doors shall be referred to as builders hardware and fire exit hardware. Builders hardware shall consist of hinges, locks and latches, top and bottom bolts and door closers, but are not limited to include an astragal, an automatic louver, a coordinator, flush or surface bolts, gasketing, a holder/release device, protective plates and glazing materials. Fire exit hardware consists of exit devices that have been labeled for both panic and fire protection.

Modification of the fire door assembly is not permitted without the approval of NAMI. Preparation of fire door assemblies for locks, latches, hinges, remotely operated or remotely monitored hardware, concealed closers, glass lights, vision panels, louvers, and astragals, and the application of plant-ons and laminated overlays shall be performed at the point of manufacture. Job-site preparation is allowed providing that no more than a maximum of ¼” (19mm) of the material is removed from the door to allow for undercutting and protection plates. Additionally, no holes shall be permitted in the door assembly except to mount cylinders, spindles, similar operational elements and through bolts, providing that the holes do not exceed a diameter of 1” (25.4mm) with the exception of cylinders. Trimming for height is not allowed on steel doors.

All maximum clearances between the door and frame shall comply with the applicable standards to which the assembly or component was tested to. Such clearances shall be referenced in the test report and shall be verified against the applicable standards for compliance.
All “clad” wooden core doors shall meet the requirements as set forth in the UL-10A or shall be tested in accordance with the NFPA 252, UL-10B or UL-10C in order to determine product performance.

“Clad” wooden core doors that are manufactured in accordance with the requirements set forth in the UL-10A and can qualify for the 3, 1-1/2, or ¾ hour ratings in accordance with the UL-10B.

Installation instructions shall accompany each labeled product.

In general, single-point locks or latches with ½” minimum latch throw are intended for single-swing doors, and latches with ¾” minimum latch throw are intended for the active door of doors mounted in pairs with the inactive door provided with top and bottom flush or surface bolts of the manual, automatic, or self-latching type and shall comply with the positive pressure test requirements as set forth in the UL-10C. Single-point locks or latches shall not be provided with lever handles or paddles.

NAMI will accept testing and listing reports from independent accredited laboratories for certification consideration. If a licensee prepares to submit a prototype unit for testing, NAMI must be notified within thirty (30) days prior to sample selection and manufacture. Traceability of the test sample must be established. An individual-in-responsible charge will be appointed by NAMI to witness the selection, verify composition, manufacturing techniques and quality assurance processes.

Only labeled fire resistance-rated glazing material meeting applicable safety standards shall be used in fire door assemblies.

Fire doors and fire door assemblies utilized as a smoke and draft control door must comply with the requirements as set forth in UBC-7-2 and UL-10C, parts I and II or have been tested and listed in accordance with the requirements as set forth in the UL-1784 and the NFPA 105.

In any instance where a discrepancy exists between the product, testing, procedural guidelines and/or certification, the licensee has the responsibility for making the necessary corrections so that the product will meet the specifications and procedures stated therein.

The NAMI Fire Certification and Listing Program allows the licensee the flexibility of having their product tested to the standard or standards which would apply to their area of distribution. The licensee should establish which standard(s) apply to their areas of distribution.

Participation in the NAMI Fire Certification and Listing Program for Fire Doors and other protective equipment will require entering into a license agreement with NAMI to perform the certification services as described in this appendix. The agreement will remain in effect for a one year period and shall automatically be renewed unless terminated in writing by a manufacturer a minimum of sixty (60) days prior to contract termination. NAMI shall have the right to terminate the license agreement prior to an expiration date for:

1. Non-payment of licensing or labeling fees;
2. Licensee’s non-compliance to correct deficiencies found during inspection or any other manner;
3. Improper or unauthorized use of Label or Certification Mark;
4. Licensee’s non-compliance with any terms of the license agreement or procedural guide.

Participation in the NAMI Fire Certification and Listing Program for Fire Doors and other protective equipment will require the licensee to maintain at each manufacturing location the following:

1. A current copy of the NAMI Procedural Guidelines;
2. The Certification and Listing Report for all products manufactured at that location;
3. An up to date copy of the company’s Quality Assurance Manual;
4. The test reports for all products manufactured at that location.
NAMI reserves the right to witness all certification tests.

Testing and certification is voluntary, therefore, a manufacturer may choose to test to a complete designated specification or to specific performance requirements only. Certification documentation will reflect what the product was tested to.

**Section III: Specific Requirements**

**Fire Doors**

This category covers fire doors certified in the following categories: Access, Bullet-Resisting, Chute, Curtain, Dumbwaiter, Freight Elevator, Passenger Elevator, Rolling Steel, Service Counter, Sliding, Special Purpose, Swinging, and Swinging, Positive Pressure Tested Type Doors.

Fire doors are designed for the protection of openings in walls and partitions against fire when installed in accordance with ANSI/NFPA 80, "Standard for Fire Doors and Fire Windows."

The rating of 4-, 3-, 2-1/2-, 1-, 3/4-hours, 30 or 20 minutes indicates the duration of exposure to fire. As indicated in the individual certifications, some manufacturers can furnish sliding and swinging type doors that are certified for 4 hours.

A temperature rise rating of 250°F, 450°F or 650°F on the certification mark applies to the temperature rise developed on the unexposed surface of the door after the first 30 min of fire exposure. Certification marks which do not indicate a temperature rise are for doors which develop a temperature rise in excess of 650°F on the unexposed surface of the door. All doors with glass lights in excess of 100 sq in. are not eligible for a temperature rise rating. Doors with glass light panels of 100 sq in. or less carry the same rating as similar doors without glass vision panels.

Glazing materials covered under this category are certified as to fire resistance only. The glazing materials are intended to be installed in the fire doors in accordance with NFPA 80 and the installation instructions provided by the manufacturer of the door, glass light frame or glazing material. See Fire Door Glass Light Frames and Fire-protection-rated Glazing Materials.

A door prepared at the factory for a glass light includes the glazing members (frame) but normally does not include the glazing itself. Glazing materials are usually provided by other than the door manufacturer and installed at the time of the door installation.

The protection of an opening depends not only upon the use of fire doors, but also upon the use of listed door frames and other listed accessories as specified under each door type. Prospective users should first ascertain from Authorities Having Jurisdiction which door type, mounting, listed hardware, listed door frame, and listed closing mechanism are acceptable for a specific location.

While doors of the freight elevator type, rolling steel type, and sliding or swinging steel-covered composite type, hollow-metal type, metal-clad (Kalamein) type, sheet-metal type and tin-clad type exceeding the sizes recorded in the tabulations under their respective types have not been subjected to fire tests, a certificate for Oversized Fire Door can be provided for door assemblies in compliance (except for size), with all requirements for design, materials and construction. The oversize certificate can be a separate certificate or a label certificate affixed to the door assembly.

Similarly, an attached or separate certificate for Passenger Elevator Fire Door Frame Assemblies incorporating a transom panel can be provided when such frame/transom panel assemblies, designed for use with specific certified Passenger Elevator Fire Doors and Listed Passenger Elevator Fire Door Hardware, exceed the maximum heights which have been subjected to Standard Fire Tests. As with the oversize doors described above, prospective users should first ascertain from the Authority Having Jurisdiction whether the oversize frame assembly is acceptable for any given location.
Fire door assemblies are tested in accordance with NFPA 252, ANSI/UL 10B or ANSI/UL 10C. The furnace pressure is neutral during tests conducted in accordance with NFPA 252 or ANSI/UL 10B. The furnace pressure is positive during tests conducted in accordance with ANSI/UL 10C (UBC Standard 7-2, Part I, 1997).

To assist in selecting components of fire door assemblies tested under positive pressure, eight categories, identified as A through J, were established.

**Category A Doors** — A fire door that does not require the addition of other components such as edge seals to comply with positive pressure requirements. It also includes doors that have been prepared with edge seals in the manufacturing process. See Swinging-type Fire Doors, Positive-pressure Tested for the individual certifications.

**Category B Doors** — A fire door that requires the addition of an edge seal to comply with the positive pressure requirements. The edge seals are added to the door edge or to the frame. See Swinging-type Fire Doors, Positive-pressure Tested for the individual door Classifications. See Gasketing and Edge-sealing Materials for Fire Doors, Positive-pressure Tested for the Category G Edge Sealing Systems individual certifications.

**Category C Frames** — A fire door frame that plays an integral part in the door assembly in complying with the positive pressure requirements. Three-sided hollow metal frames are generally not required to be positive pressure tested. See Fire Door and Window Frames for a listing of those manufacturers that can provide steel frames.

**Category D Door/Frame Assemblies** — A door and frame assembly that is labeled as assembly. Category D door and frame assemblies are listed under Special-purpose Fire Doors.

**Category F Light Kits** — Light kits that have been investigated for positive pressure. See Fire Door Glass Light Frames for the Listings of the positive pressure glass light frames investigated to positive pressure.

**Category G Edge Sealing Systems** — Edge seals that are surface applied to frames or doors. These seals may or may not have an effect on meeting the leakage requirements for the smoke ("S") rating. See Gasketing and Edge-sealing Materials for Fire Doors, Positive-pressure Tested for the Category G Edge Sealing Systems individual certifications.

**Category H Smoke and Draft Control Gasketing** — Gasketing materials that are added to a door assembly to comply with the requirements of UBC 7-2 Part II (1997). See Gasketing and Edge-sealing Materials for Fire Doors, Positive-pressure Tested for the Category H Smoke and Draft Control Gasketing for the individual certifications.

**Category J Gaskets** — Gasketing materials that are added to a door assembly for purposes other than Category G Edge Seals and Category H Smoke and Draft Control Gaskets. They are used for purposes such as weather stripping and for sound control. They meet the requirements for positive pressure tests and can be used on these assemblies. These gasket materials do not contribute to the doors meeting the positive pressure fire test. They are only investigated so that they do not contribute to flaming when tested to the positive pressure test requirements.

**Swinging-type Fire Doors**

This category covers swinging-type fire doors consisting of the following constructions: composite, hollow-metal, metal-clad, sheet-metal, tin-clad and wood core.

Swinging-type fire doors are intended for installation in concrete, masonry and non-masonry walls.

Doors swinging in pairs in the same direction and double-egress doors swinging in opposite directions bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream certification mark may be provided with or without an astragal by some manufacturers as indicated in the individual certifications.
Tin-clad fire doors having 14 x 20 in. metal sheets are intended to be provided with vents as specified in ANSI/NFPA 80, "Fire Doors and Fire Windows," to provide the protection indicated.

Glazing materials referenced in this category are certified as to fire resistance only. The glazing materials are intended to be installed in fire doors in accordance with ANSI/NFPA 80 and the installation instructions provided by the manufacturer of the door, glazing frame members or glazing materials. See Fire Door Glass Light Frames and Fire-protection-rated Glazing Materials.

Doors bearing 4 hour Certification marks are not intended to be provided with vision panels.

Doors bearing the 3, 1-1/2 or 1 hour certification marks may be provided with certified glazing materials for the vision panel. The sum of the exposed glazing area should not exceed 100 sq in. per door and the width and height should not exceed 12 and 33 in., respectively. Doors rated for 3 hours and provided with a vision panel are intended for the protection of openings as specified in the applicable sections of specific building codes.

Doors bearing 3/4 hour, 30 min. or 20 min., certification marks may be provided with one or more certified glazing materials for the lights. The exposed area of each light should not exceed 1296 sq in. with no dimension exceeding 54 in.

Doors bearing the Twenty-minute-type Door Fire Tested without Hose Stream certification marks may be provided with one or more certified glazing materials for the lights. The exposed area of each light should not exceed 1296 sq in. with no dimension exceeding 54 in. (except as indicated in the individual certifications).

Certified 1/4 in.-thick wired glass, as well as other types of certified glazing material, are covered under Fire-protection-rated Glazing Materials. The glazing material is intended to be installed in accordance with the manufacturer's instructions to provide the protection indicated.

A door prepared at the factory for a light includes the glazing frame members, but generally does not include the glazing material. The glazing material (glass) is usually provided by other than the door manufacturer and is installed in the field at the time of the door installation.

Doors bearing the 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested without Hose Stream Certification mark may be provided with a listed fire door louver by some manufacturers as indicated in the individual certifications.

Authorities Having Jurisdiction should be consulted before installation.

Single-swing composite, hollow-metal and wood-core Dutch-type doors bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream Certification mark may be provided by some manufacturers as indicated in the individual Classifications.

A horizontal astragal should be provided between the top and bottom door leaves.

Hollow-metal single-swing and pairs of doors swinging in the same direction bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream certification mark may be provided with stainless-steel door faces by some manufacturers as indicated by the individual certifications.

Doors bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested without Hose Stream certification mark may be provided with stainless-steel cladding or other types of cladding material by some manufacturers as indicated in the individual certifications.

Single-swing doors bearing the minimum latch throw marking and the 4 hour, 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream certification mark should be provided with listed single-point locks or latches with a minimum 1/2-in. throw (except as indicated in the individual manufacturer's certification mark) to provide the protection indicated.
Single-swing doors bearing the fire-exit hardware marking and 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested without Hose Stream Certification mark should be provided with listed mortise or rim type fire-exit hardware to provide the protection indicated.

Doors swinging in pairs (same direction) bearing the minimum latch-throw marking and the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream Certification mark should be provided with Listed single-point locks or latches with a minimum 3/4-in. throw (except as indicated in the individual manufacturer's certification mark) and listed top and bottom flush bolts or surface bolts to provide the protection indicated.

Doors swinging in pairs (same direction) bearing the fire-exit hardware marking and 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream certification mark should be provided with a listed mortise-type fire-exit hardware device and/or a listed vertical-rod-type fire-exit device to provide the protection indicated. For doors rated up to and including 1-1/2 hour, a listed vertical-rod-type fire-exit hardware device may be used on both doors, if the doors are so prepared by the door manufacturer.

Double-egress doors (doors swinging in pairs - opposite direction) bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Fire Tested Without Hose Stream certification mark should be provided with listed vertical-rod fire-exit hardware devices to provide the protection indicated.

Hollow-metal-type doors may be provided with listed two- or three-point locks or latches.

Corrugated sheet metal and tin-clad-type doors should be provided with listed swinging Fire Door Hardware to provide the protection indicated.

Doors should be provided with hinges, pivots or olive knuckles in accordance with the specifications in ANSI/NFPA 80.

Corrugated sheet-metal and tin-clad doors should be provided with listed surface applied hinges to provide the protection indicated. See Fire Door Hardware.

Doors should be installed in listed door frames to provide the protection indicated. See Fire Door and Window Frames.

Doors should be provided with door closers in accordance with ANSI/NFPA 80.
The following tabulation of doors is provided as a reference. The maximum door sizes will vary for each individual certification.

### Composite Type
Composite doors include steel-covered-, wood-covered- and plastic-covered-type fire doors. They consist of a manufactured core material with steel edges, untreated wood edges or chemically impregnated edges and face sheets of steel, wood veneer or laminated plastic. Steel-covered composite doors are rated up to 3 hours. Wood-covered and plastic-covered composite doors are rated up to 1-1/2 hour.

**Sizes:**

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single (steel-covered)</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging, single (plastic-covered)</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging, single (wood-covered)</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (steel-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (plastic-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (wood-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

### Hollow-metal Type
Hollow-metal doors consist of formed steel of the flush and paneled designs. Hollow-metal doors are rated up to 3 hours.

**Sizes:**

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

### Metal-clad Type
Metal-clad (Kalamein) doors consist of the flush and paneled designs having metal-covered wood members. Metal-clad doors are rated up to 1-1/2 hour.

**Sizes:**

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>
Sheet-metal Type

Sheet-metal doors consist of formed steel of the corrugated, flush and paneled designs. Sheet-metal doors are rated up to 3 hour.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
<th>Width</th>
<th>Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Swinging, single</td>
<td></td>
<td>6 ft, 0 in.</td>
<td>12 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging, single*</td>
<td></td>
<td>4 ft, 0 in.</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs</td>
<td></td>
<td>10 ft, 0 in.</td>
<td>12 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs*</td>
<td></td>
<td>8 ft, 0 in.</td>
<td>7 ft, 2 in.</td>
</tr>
</tbody>
</table>

* Bearing the notation "FIRE DOOR TO BE EQUIPPED WITH FIRE EXIT HARDWARE"

Tin-clad Type

Tin-clad doors consist of two- or three-ply wood core construction covered with galvanized steel or terneplate. Tin-clad doors are rated up to 3 hour.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
<th>Width</th>
<th>Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-ply swinging, single</td>
<td></td>
<td>6 ft, 0 in.</td>
<td>12 ft, 0 in.</td>
</tr>
<tr>
<td>3-ply swinging in pairs</td>
<td></td>
<td>10 ft, 0 in.</td>
<td>12 ft, 0 in.</td>
</tr>
<tr>
<td>2-ply swinging, single</td>
<td></td>
<td>6 ft, 0 in.</td>
<td>10 ft, 0 in.</td>
</tr>
<tr>
<td>2-ply swinging in pairs</td>
<td></td>
<td>10 ft, 0 in.</td>
<td>10 ft, 0 in.</td>
</tr>
</tbody>
</table>

Wood-core Type

Wood-core doors consist of a wood block or wood particleboard core material with untreated wood edges and face sheets of wood veneer, hardboard or plastic laminate. Wood-core doors are rated 20 or 30 min.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
<th>Width</th>
<th>Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Swinging, single - 20 min</td>
<td></td>
<td>4 ft, 0 in.</td>
<td>10 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging, single - 30 min</td>
<td></td>
<td>4 ft, 0 in.</td>
<td>9 ft, 0 in.</td>
</tr>
<tr>
<td>Double-egress doors - 20 min</td>
<td></td>
<td>8 ft, 0 in.</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

TWENTY-MINUTE-TYPE DOOR ASSEMBLIES FIRE TESTED WITHOUT HOSE STREAM

Twenty-minute-type Door Assemblies Fire Tested Without Hose Stream exposure are intended for use as door assemblies designed for the protection of openings in walls and partitions as specified in the applicable sections of the Model Building Codes.
The 20 min rating indicates the duration of fire exposure only. These 20 min type door assembly components have not been subjected to a hose stream exposure.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Width</th>
<th>Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Swinging, single</td>
<td>4 ft, 0 in.</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs</td>
<td>8 ft, 0 in.</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

For swinging doors tested to positive-pressure test methods, see Swinging-type Fire Doors, Positive-pressure Tested.


The Certification Mark of National Accreditation and Management Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The certification mark for these products includes the NAMI symbol, the word "Certified" under the NAMI symbol, and the following additional information:

- **RATING:** ++
- **SWINGING TYPE FIRE DOOR NO. ____**
- **MINIMUM LATCH THROW:** + IN.
- **TEMP RISE:** +++
- **No.**

++ 4 HR, 3 HR, 1-1/2 HR, 1 HR, 3/4 HR, 30 MIN or 20 MIN

+++ 30 MIN - 250 F MAX, 30 MIN - 450 F MAX, 30 MIN - 650 F MAX, or no reference to temperature rise when the temperature rise exceeds 650°F at 30 min

In addition, some manufacturers can furnish doors bearing the notation "FIRE DOOR TO BE EQUIPPED WITH FIRE EXIT HARDWARE" in lieu of the notation "MINIMUM LATCH THROW: + IN.," as indicated in the individual certifications.

The Certification Mark is applied on the hinge edge of the door or on the head (top edge) of the door when the door is intended for use with a continuous hinge.

The Certification Mark for Twenty-minute-type Doors Fire Tested without Hose Stream includes the NAMI symbol, the word "Certified" under the NAMI symbol, and the following additional information:

- **TWENTY MINUTE TYPE DOOR FIRE TESTED WITHOUT HOSE STREAM**
- **MINIMUM LATCH THROW:** + IN.

++ 1/2, 5/8 or 3/4

++ 4 HR, 3 HR, 1-1/2 HR, 1 HR, 3/4 HR, 30 MIN or 20 MIN

+++ 30 MIN - 250 F MAX, 30 MIN - 450 F MAX, 30 MIN - 650 F MAX, or no reference to temperature rise when the temperature rise exceeds 650°F at 30 min

In addition, some manufacturers can furnish doors bearing the notation "DOOR TO BE EQUIPPED WITH FIRE EXIT HARDWARE" in lieu of the notation "MINIMUM LATCH THROW: + IN.,” as indicated in the individual certifications.

The certification mark is applied on the hinge edge of the door or on the head (top edge) of the door when the door is intended for use with a continuous hinge.
Positive-pressure Swinging-type Fire Doors

This category covers positive-pressure-tested swinging-type fire doors consisting of the following constructions: composite, hollow-metal, sheet-metal, and wood core.

Positive-pressure fire doors are categorized as follows:

**Category A Doors** — A fire door that does not require the addition of other components, such as edge seals, to comply with positive-pressure requirements. It also includes doors that have been prepared with edge seals in the manufacturing process.

**Category B Doors** — A fire door that requires the addition of an edge seals to comply with the positive-pressure requirements. See Category G Edge Sealing Systems under Gasketing and Edge-sealing Materials for Fire Doors, Positive-pressure Tested.

The individual classifications denote the category types.

Swinging-type fire doors are intended for installation in concrete, masonry and non-masonry walls.

Doors swinging in pairs in the same direction and double-egress doors swinging in opposite directions bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested Without Hose Stream certification mark can be provided with or without an astragal by some manufacturers as indicated in the individual certifications.

Glazing materials referenced in this category are certified as to fire resistance only. The glazing materials are intended to be installed in fire doors in accordance with ANSI/NFPA 80, "Fire Doors and Fire Windows," and the installation instructions provided by the manufacturer of the door, glazing frame members or glazing materials. See Fire Door Glass Light Frames and Fire-protection-rated Glazing Materials. Doors bearing 4 hour certification marks are not intended to be provided with vision panels.

Doors bearing the 3, 1-1/2 or 1 hour certification marks can be provided with certified glazing materials for the vision panel. The sum of the exposed glazing area should not exceed 100 sq in. per door and the width and height should not exceed 12 and 33 in., respectively. Doors rated 3 hour and provided with a vision panel are intended for the protection of openings as specified in the applicable sections of specific building codes.

Doors bearing 3/4 hour, 30 or 20 min certification marks can be provided with one or more certified glazing materials for the lights. The exposed area of each light should not exceed 1296 sq in. with no dimension exceeding 54 in. (except as indicated in the individual certifications).

Doors having the Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification marks can be provided with one or more certified glazing materials for the lights. The exposed area of each light should not exceed 1296 sq in. with no dimension exceeding 54 in. (except as indicated in the individual certifications).

Certified 1/4 in.-thick wired glass, as well as other types of certified glazing material, are covered under Fire-protection-rated Glazing Materials. The glazing material should be installed in accordance with the manufacturer's instructions to provide the protection indicated.

A door prepared at the factory for a light includes the glazing frame members, but generally does not include the glazing material. The glazing material (glass) is usually provided by other than the door manufacturer and is installed in the field at the time of the door installation.

Doors bearing the 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification mark can be provided with a listed Fire Door Louver by some manufacturers as indicated in the individual certifications.
Authorities Having Jurisdiction should be consulted before installation.

Single-swing composite, hollow-metal and wood-core Dutch-type doors bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested Without Hose Stream certification mark can be provided by some manufacturers as indicated in the individual Classifications.

A horizontal astragal should be provided between the top and bottom door leaves.

Hollow-metal single-swing and pairs of doors swinging in the same direction bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 20 min or Twenty-minute-type Door Assemblies Fire Tested Without Hose Stream certification mark can be provided with stainless-steel door faces by some manufacturers as indicated in the individual certifications.

Doors bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification mark can be provided with stainless-steel cladding or other types of cladding material by some manufacturers as indicated in the individual certifications.

Single-swing doors bearing the minimum latch-throw marking and the 4 hour, 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification mark should be provided with listed single-point locks or latches with a minimum 1/2-in. throw (except as indicated in the individual manufacturer's certification mark) to provide the protection indicated.

Single-swing doors bearing the fire-exit hardware marking and the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification mark should be provided with listed mortise- or rim-type fire-exit hardware to provide the protection indicated.

Doors swinging in pairs (same direction) bearing the minimum latch-throw marking and the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification mark should be provided with listed single-point locks or latches with a minimum 3/4-in. throw (except as indicated in the individual manufacturer's certification mark) and listed top and bottom flush bolts or surface bolts to provide the protection indicated.

Doors swinging in pairs (same direction) bearing the fire-exit hardware marking and the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 min, 20 min or Twenty-minute-type Door Assemblies Fire Tested without Hose Stream certification mark should be provided with a listed mortise-type fire-exit hardware device and/or a listed vertical-rod-type fire-exit device to provide the protection indicated. For doors rated up to and including 1-1/2 hour, a listed vertical-rod-type fire-exit hardware device may be used on both doors, if the doors are so prepared by the door manufacturer.

Doors should be provided with hinges, pivots or olive knuckles in accordance with the specifications in ANSI/NFPA 80. For other types of Listed hinges see Fire Door Hinges.

Doors should be installed in listed door frames to provide the protection indicated.

Doors should be provided with door closers in accordance with ANSI/NFPA 80.

The following tabulation of doors is provided as a reference guide. The maximum door sizes will vary for each individual certification.
Composite Type

Composite doors include steel-covered-, wood-covered- and plastic-covered-type fire doors. They consist of a manufactured core material with steel edges, untreated wood edges or chemically-impregnated edges and face sheets of steel, wood veneer or laminated plastic. Steel-covered composite doors are rated up to 3 hour. Wood-covered and plastic-covered composite doors are rated up to 1-1/2 hour.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single (steel-covered)</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging, single (plastic-covered)</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging, single (wood-covered)</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (steel-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (steel-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (plastic-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs (wood-covered)</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

Hollow-metal Type

Hollow-metal doors consist of formed steel of the flush and paneled designs. Hollow-metal doors are rated up to 3 hour.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

Wood-core Type

Wood-core doors consist of a wood block or wood particleboard core material with untreated wood edges and face sheets of wood veneer, hardboard or plastic laminate. Wood-core doors are rated 20 or 30 min.

Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single - 20 min</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Double-egress doors</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

Twenty-minute-type Door Assemblies Fire Tested Without Hose Stream exposure are intended for use as door assemblies designed for the protection of openings in walls and partitions as specified in the applicable sections of the Model Building Codes.

The 20-minute rating indicates the duration of fire exposure only. These 20-minute-type door assembly components have not been subjected to a hose stream exposure.
Sizes:

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Maximum Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Swinging, single - 20 min</td>
<td>4 ft, 0 in.</td>
</tr>
<tr>
<td>Double-egress doors - 20 min</td>
<td>8 ft, 0 in.</td>
</tr>
<tr>
<td>Swinging in pairs - 20 min</td>
<td>8 ft, 0 in.</td>
</tr>
</tbody>
</table>

The basic standard used to investigate products in this category is ANSI/UL 10C, "Positive Pressure Fire Tests of Door Assemblies." Products that have also been certified in accordance with Uniform Building Code Standard UBC 7-2, "Fire Tests of Door Assemblies" (1997), are noted in the individual Classifications.

Fire doors bearing the Smoke and Draft Control Door "S" marking are also investigated in accordance with ANSI/UL 1784, "Air Leakage Tests of Door Assemblies," and determined to have an air leakage rate of the door assembly not exceeding 3.0 cfm per square foot of door opening at 0.10 inch of water for both ambient and 400°F temperature conditions. The doors are intended to be installed in a listed fire door frame.

In addition, the products, when so investigated and noted in the individual certifications, may bear the adjunct marking "UBC 7-2 (1997) after "UL 10C" to indicate certification in accordance with Uniform Building Code Standard UBC 7-2 (1997). The adjunct marking may include reference to the standard's Part II "S" rating (air leakage rating) in addition to the standard's Part I fire resistance rating.

The Certification Mark of National Accreditation and Management Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The certification mark for these products includes the NAMI symbol, the word "Certified" under the NAMI symbol, and the following additional information:

RATING: ++
SWINGING TYPE FIRE DOOR
UL 10C
MINIMUM LATCH THROW: + IN.
TEMP RISE: +++
No.

+ 1/2, 5/8 or 3/4
++ 4 H, 3 H, 1-1/2 H, 1 H, 3/4 H, 30 MIN or 20 MIN
+++ 30 MIN - 250°F MAX, 30 MIN - 450°F MAX, 30 MIN - 650°F MAX or 30 MIN > 650°F

In addition, some manufacturers can furnish doors bearing the notation "FIRE DOOR TO BE EQUIPPED WITH FIRE EXIT HARDWARE" in lieu of the notation "MINIMUM LATCH THROW: + IN.," as indicated in the individual certifications.
The certification mark for Twenty-minute-type Doors Fire Tested without Hose Stream includes the NAMI symbol, the word "CERTIFIED" below the NAMI symbol, and the following additional information:

**TWENTY MINUTE TYPE DOOR FIRE TESTED WITHOUT HOSE STREAM**

**UL 10C**

**MINIMUM LATCH THROW: + IN.**

No.

+ 1/2, 5/8 or 3/4

In addition, some manufacturers can furnish doors bearing the notation "DOOR TO BE EQUIPPED WITH FIRE EXIT HARDWARE" in lieu of the notation "MINIMUM LATCH THROW: + IN.," as indicated in the individual certifications.

For fire doors meeting the specified ANSI/UL 1784 requirements, both certification marks may also include the statement "SMOKE AND DRAFT CONTROL DOOR" or "S."

**Sliding-type Fire Doors**

Sliding type fire doors consist of the following constructions: Composite, Hollow-Metal, Metal-Clad, Sheet Metal and Tin-Clad.

Sliding type doors are intended for installation in concrete or masonry walls unless otherwise noted in the individual Classifications.

Center parting doors must be provided with an astragal in accordance with NFPA 80 to provide the protection indicated.

Tin-clad doors made of 14 by 20 in. metal sheets must be provided with vents as specified in NFPA 80 to provide the protection indicated.

Doors bearing 4 hour certification markings are not to be provided with vision panels.

Doors bearing the 3, 1-1/2 or 1 hour certification marking may be provided with certified glazing materials for the vision panels. The sum of the exposed glazing area shall not exceed 100 sq in. per door, and the width and height shall not exceed 12 and 33 in., respectively.

Doors bearing the 3/4 hour, 30 Min or 20 Min certification markings may be provided with one or more certified glazing materials for the lights. The exposed area of each light shall not exceed 1296 sq in. with no dimension exceeding 54 in.

Doors bearing the Twenty Minute Type Door Fire Tested without Hose Stream certification markings may be provided with one or more certified glazing materials for the lights. The exposed area of each light shall not exceed 1296 sq in. with no dimension exceeding 54 in. (except as indicated in the individual certifications).

Certified 1/4 in. thick wired glass as well as other types of certified glazing material is covered under Fire-protection-rated Glazing Materials. The glazing material is to be installed in accordance with the manufacturer's instructions to provide the protection indicated.

A door prepared at the factory for a light includes the glazing frame members, but generally does not include the glazing material. The glazing material (glass) is usually provided by other than the door manufacturer and is installed in the field at the time of the door installation.

Sliding doors may be provided with pass doors by some manufacturers as indicated by the individual Classifications.
The pass door, complete with all necessary hardware, is provided with the sliding door panel.

Sliding doors bearing the 3 hour, 1-1/2 hour, 1 hour, 3/4 hour, 30 Min, 20 Min or Twenty Minute Type Door Fire Tested without Hose Stream certification marking must be provided with listed fire door hardware to provide the protection indicated.

Sliding doors bearing the 4 hour certification marking must be provided with the applicable hardware which is shipped with the door assembly and installed per the manufacturer's installation instructions to provide the protection indicated.

Doors must be provided with door closing devices in accordance with NFPA 80.

The following tabulation of door sizes is provided as a reference. The maximum door sizes will vary for each individual certification.

Composite doors include steel covered type fire doors. They consist of a manufactured core material with steel edges, and face sheets of steel. Steel covered composite doors are rated up to 4 hours.

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Area Sq Ft</th>
<th>Max Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Horizontal sliding, single slide</td>
<td>120 sq ft</td>
<td>12 ft 0 in.</td>
</tr>
<tr>
<td>or center parting</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Hollow-metal doors consist of formed steel of the flush and paneled designs. Hollow metal doors are rated up to 4 hours.

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Area Sq Ft</th>
<th>Max Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>Horizontal sliding, single slide</td>
<td>120 sq ft</td>
<td>12 ft 0 in.</td>
</tr>
<tr>
<td>or center parting</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Metal clad (Kalamein) doors consist of the flush and paneled designs having metal covered wood members. Metal-clad doors are rated up to 1-1/2 hour.

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Area Sq Ft</th>
<th>Max Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Width</td>
</tr>
<tr>
<td>3-ply, horizontal sliding, single slide</td>
<td>120 sq ft</td>
<td>12 ft 0 in.</td>
</tr>
<tr>
<td>or center parting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-ply, horizontal sliding, single</td>
<td>80 sq ft</td>
<td>8 ft 0 in.</td>
</tr>
<tr>
<td>Slide</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Sheet metal doors consist of formed steel of the corrugated, flush, and paneled designs. Sheet metal doors are rated up to 3 hour.

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Area Sq Ft</th>
<th>Max Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td>Horizontally sliding, single slide</td>
<td>120 sq ft</td>
<td>Width: 12 ft 0 in.</td>
</tr>
<tr>
<td>or center parting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vertical sliding, single slide</td>
<td>80 sq ft</td>
<td>12 ft 0 in.</td>
</tr>
</tbody>
</table>

TIN CLAD TYPE

Tin-clad doors consist of two- or three-ply wood core construction, covered with galvanized steel or terne plate. Tin clad doors are rated up to 3 hour.

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Area Sq Ft</th>
<th>Max Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-ply, horizontal sliding, single slide</td>
<td>120 sq ft</td>
<td>Width: 12 ft 0 in.</td>
</tr>
<tr>
<td>or center parting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3-ply, vertically sliding, single Slide</td>
<td>80 sq ft</td>
<td>Width: 10 ft 0 in.</td>
</tr>
<tr>
<td>2-ply, horizontal sliding, single Slide</td>
<td>80 sq ft</td>
<td>Width: 10 ft 0 in.</td>
</tr>
</tbody>
</table>

Twenty minute type door assemblies fire tested without hose stream exposure are intended for use as door assemblies designed for the protection of openings in walls and partitions as specified in the applicable sections of the Model Building Codes.

The 20 Minute rating indicates the duration of fire exposure only. These 20 Minute type door assembly components have not been subjected to a hose stream exposure.

<table>
<thead>
<tr>
<th>Type of Door</th>
<th>Area Sq Ft</th>
<th>Max Size of Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td>Horizontal sliding, single slide</td>
<td>120 sq ft</td>
<td>Width: 12 ft 0 in.</td>
</tr>
<tr>
<td>or center parting</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Certification Mark of National Accreditation and Management Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The certification mark for these products includes the NAMI symbol, the word "Certified" under the NAMI symbol, and the following additional information:

SLIDING TYPE FIRE DOOR No.
Rating: ___________ +_____________ Temp. Rise: ___________ ++_____________
+4hour, 3hour, 1-1/2 hour, 1hour, 3/4 hour, 30 Min or 20 Min.
++30 Min — 250 F Max, 30 Min — 450 F Max, 30 Min — 650 F Max or no reference to temperature rise when the temperature rise exceeds 650 F at 30 min.

Twenty minute type doors fire tested without hose stream bear the Certification Marking as shown below. The certification mark for these products includes the NAMI symbol, the word "Certified" under the NAMI symbol, and the following additional information:

TWENTY MINUTE TYPE DOOR FIRE TESTED WITHOUT HOSE STREAM

Fire Doors and Window Frames

This category covers fire door frames, fire window frames, and 20-minute-type door frames or window frames fire tested without hose stream.

Fire door and fire window frames are intended for the protection of openings in walls when installed in accordance with ANSI/NFPA 80, "Fire Doors and Other Opening Protectives," and ANSI/SDI A250.11, "Recommended Erection Instructions for Steel Frames." Installation instructions are not required to be shipped with frames that are to be installed in accordance with ANSI/NFPA 80 and ANSI/SDI A250.11. Installation details other than those specified in ANSI/NFPA 80 and ANSI/SDI A250.11 are shipped with the frames. Elevator door frames, wood frames and other special use frames as identified in the individual Listings are intended for installation only in walls of the types shown in the installation instructions accompanying the door or window frame.

20-minute-type door frames fire tested without hose stream are intended for use with 20-minute-type door assemblies fire tested without hose stream. 20-minute-type door and window assemblies fire tested without hose stream are intended for the protection of openings in walls and partitions as specified in the applicable sections of one or more model building codes. The 20-minute rating indicates the duration of fire exposure only. These 20-minute door and window frame assembly types have not been subjected to a hose stream exposure.

Glazing materials referenced in this category are certified as to fire resistance only. The glazing materials are intended to be installed in the fire doors in accordance with ANSI/NFPA 80 and the installation instructions provided by the manufacturer of the door, glass light frame or glazing material; see Fire-protection-rated Glazing Materials.

Door frames bearing a NAMI mark without an hourly rating are intended (when provided with the required wall anchors) for installation in designated fire rated walls.

Door frames bearing a NAMI mark without an hourly rating and provided with masonry wall anchors can be used in conjunction with fire doors rated up to 3 hour and installed in masonry walls having fire resistance ratings not less than the rating of the door.
Door frames bearing a NAMI mark without an hourly rating and provided with steel stud or wood stud anchors can be used in conjunction with fire doors rated up to 1-1/2 hour and installed in steel stud and wood stud walls steel stud cavity walls, steel stud shaft walls and wood stud cavity walls protected with gypsum wallboard, having fire resistance ratings not less than the rating of the door nor more than 2 hour.

Elevator door frames, frames of the slip-on type, wood frames and other special use frames as identified in the individual Listings are for installation only in the walls of the types shown in the installation instructions accompanying the door frame.

Door frames bearing a NAMI mark with a specific rating which is used with labeled fire doors or hardware having a lesser or greater rating will provide the degree of fire protection afforded by the lesser rating of frame, door or hardware.

Standard door frames are of the single-unit or two-section type and consist essentially of steel head and jamb members, including hardware reinforcements, wall anchors, door stops, and provisions for anchoring to the floor.

Door frames may be provided with mullions, transom panels, or transom lights. In addition to the steel head and jamb members, these frames should be equipped with a steel mullion, transom bar, steel-covered composite transom panel, and glazing beads. Transom panel frames of standard construction are for use with doors rated up to and including 1-1/2 hour. Transom light frames glazed with labeled glazing material are intended for use with doors rated a max of 3/4 hour.

Some manufacturers can provide labeled transom panel frames for use with doors rated up to and including 3 hours as indicated in the individual Listings. Some manufacturers can provide labeled transom frames with hollow-metal transom panels with or without a transom bar. Transoms of solid construction are for use with doors rated up to and including 1-1/2 hour (unless otherwise noted for 3 hours in the individual Listings). Some manufacturers can provide labeled door frames with side panels or sidelights. Frames with side panels are for use with doors rated up to and including 1-1/2 hour. Frames with sidelights glazed with labeled glazing material are intended for use with doors rated a max of 3/4 hour.

Special frames are constructed of materials other than steel and are intended for use with doors rated less than 3 hours. The hourly ratings for special frames are shown in the individual listings.

Some special frames are intended for use with certified fire doors and listed transom panels of a specific design. These frames and the labeled components are identified in the individual listings.

Double egress frames are intended for use with double egress door designs as identified in the individual listings.

Elevator door frames are intended for use with sliding freight or passenger elevator fire door designs for use in dry wall or masonry shaft construction, as identified in the individual listings for door frames.

Freight elevator, passenger elevator and swing type fire door frames incorporating transom panels exceeding the heights eligible for listing and which have not been subjected to standard fire tests can be provided with a certificate for oversized frame assemblies that are otherwise found to be in compliance (except for size) with all requirements for design, materials and construction. These oversized frame assemblies are intended for use with specific certified freight elevator fire doors, passenger elevator fire doors, or swing fire doors. Prospective users should ascertain from the Authority Having Jurisdiction whether the assembly is acceptable for a specific location. The oversize certificate can be a separate certificate or a label certificate affixed to the assembly.

20-minute-type door frames may be provided with sidelights and/or transom lights as indicated in the individual listings.
Standard 20-minute-type door frames are of the single-unit pressed steel type and consist essentially of steel head and jamb members, including hardware reinforcements, wall anchors, door stops and provisions for anchoring to the floor.

A 20-minute-type door frame with a transom and/or sidelight prepared at the factory for the glazing material does not normally include the glazing material itself. These frames should be glazed with Certified glazing material; see Fire-protection-rated Glazing Materials.

All three-sided hollow-metal frames, manufactured from No. 18 gauge or heavier steel and properly anchored, will comply with the positive pressure test requirements. NAMI does not require that these frames be marked for compliance with positive pressure. Every steel frame manufacturer listed herein is eligible to produce hollow-metal frames for compliance to positive pressure. Some manufacturers have opted to mark their frames for conformity to positive pressure as noted below.

Three-sided steel frames comply with the positive pressure test requirements of ANSI/UL 10C and UBC 7-2 (1997). The frame label reads as follows (several options available): "Listed Fire Door Frame" or "Listed Fire Door Frame" and "UL 10C, UBC 7-2 (1997)." A supplemental label may be used to denote conformity to ANSI/UL 10C and UBC 7-2 (1997).

Category C frames should be marked for conformity to positive pressure. The required label reads as follows: "Listed Fire Door Frame" and "UL 10C, UBC 7-2 (1997)." Limitations on the hourly rating (if appropriate) also appear on the label.

Frames with lights (transom or sidelight) comply with positive pressure when certain glass (glazing) and glazing compounds are used. The label for the frame reads as follows (several options available): "Listed Frame with Lights" or "Listed Frame with Lights" and "UL 10C, UBC 7-2 (1997)." A supplemental label may be used to denote conformity to ANSI/UL 10C and UBC 7-2 (1997).

Fire window frames consist of sash and mullions of various designs. Fire window frames are listed for a 3/4 hour or 1 hour fire rating. In addition, some window frames are listed for Twenty Minutes without Hose Stream as indicated in the individual listings. The exposed area of individual glazing lights is limited to 1296 sq in. with no dimension to exceed 54 in. unless otherwise stated in the individual listings.

Fire window frames are intended to be installed in masonry-type walls unless otherwise identified in the individual listings.

Fire window frames intended to be installed in drywall construction and supported directly by a noncombustible floor bear the supplemental marking "Fire Window Frame for Installation on Noncombustible Floor with Base Anchor Provided on Frame."

Fire window frames intended to be installed above the floor in drywall construction should be installed as specified by the installation instructions provided with the window frame.

20-minute-type window frames fire tested without hose stream cover pressed steel window frames of the hollow-metal type.

Standard 20-minute-type window frames consist of formed steel sheet, reinforced as required, with a stationary type single sash or with stationary type multiple sashes.

The window frame prepared at the factory for the glazing material does not normally include the glazing material. Certified glazing material is usually provided by other than the window frame manufacturer and installed after installation of the window frame in the building.

The protection of an opening depends not only upon the use of doors or glazing of the proper type, but also upon the use of listed door or window frames, listed hardware, and other certified or listed accessories, as needed. Authorities Having Jurisdiction should be consulted as to which door type, door frame, window frame, glazing, hardware and other certified or listed accessories are acceptable for any given location.
Window frames may comply with positive pressure when certain glass (glazing) and glazing compounds are used. The label for the frame reads as follows (several options available): "Fire Window Frame" or "Fire Window Frame" and "UBC 7-4 (1997)." A supplemental label may be used to denote conformity to UBC 7-4 (1997).

Fire window frames exceeding the height and width eligible for listing and which have not been subjected to standard fire tests can be provided with a certificate for oversized frame assemblies that are otherwise found to be in compliance (except for size) with all requirements for design, materials and construction. Authorities Having Jurisdiction should be consulted as to whether the assembly is acceptable for a specific location. The oversize certificate can be a separate certificate or a label certificate affixed to the assembly.

The basic standards used to investigate door frames are NFPA 252, “Standard Methods of Fire Tests of Door Assemblies”, ANSI/UL 10B, "Fire Tests of Door Assemblies" and ANSI/UL 10C, "Positive Pressure Fire Tests of Door Assemblies," or the requirements contained in UL Subject 63, "Outline of Investigation for Fire Door Frames."

The basic standard used to investigate window frames is NFPA 257, “Standard on Fire Test for Window and Glass Block Assemblies” and ANSI/UL 9, "Fire Tests of Window Assemblies." Products that have also been certified in accordance with Uniform Building Code Standard UBC 7-4, "Fire Tests of Window Assemblies" (1997), are noted in the individual listings. Products identified as 20-minute-type door or window frames are investigated using NFPA 252, ANSI/UL 10B or ANSI/UL 10C without the hose stream exposure described in the test method.

The Listing Mark of National Accreditation and Management Institute Inc. on the product is the only method provided by NAMI to identify products manufactured under its Certification and Listing Program. The Listing Mark for these products includes the NAMI symbol together with the word "LISTED," and one of the following product names as appropriate:

- "Fire Door Frame"
- "Fire Door Frame for Lights"
- "Fire Door Frame for Transom Light"
- "Fire Door Frame with Panels"
- "Fire Door Frame with Transom Panel"
- "Fire Door Frame for Sidelight"
- "Fire Door Frame with Side Panel"
- "Fire Door Frame for Side and Transom Lights"
- "Fire Door Frame with Side and Transom Panels"
- "Transom or Sidelight Panel"
- "Fire Door Frame, Fire Rating: 20 Minutes"
- "Twenty Minute Type Door Frame Fire Tested Without Hose Stream," with or without the notation "Frame for Lights" or "Frame with Panels"
- "Twenty Minute Type Window Frame Fire Tested Without Hose Stream"
- "Fire Window Frame (3/4 Hr or 1 Hr) Fire Rating"
"Sheet-Metal Mullion for Nonbearing Fire Window Frames"

When the Listing Mark of National Accreditation and Management Inc. is stamped into the frame, one of the following abbreviated product identities may be used:

- "FDF" in lieu of "Fire Door Frame"
- "FDF-L" in lieu of "Fire Door Frame for Lights"
- "FDF-P" in lieu of "Fire Door Frame with Panels"
- "FDF-20" in lieu of "Fire Door Frame Fire Rating 20 Minutes"
- "FDF-20 NH" in lieu of "20 Minute Type Door Frame Fire Tested Without Hose Stream"

All knocked-down fire door frame parts bear the supplementary statement "Knocked-Down Frame Part for Listed Fire Door Frame." Also, the jamb bears the supplementary statement "Listed Fire Door Frame." The supplementary statement on each part identifies the listed frame parts.

All knocked-down twenty-minute-type door or window frame parts bear the supplementary statement "Knocked-Down Frame Part for Listed Twenty Minute Door or Window Frame" in addition to the supplementary statement "Twenty Minute Type Door Frame or Window Frame Fire Tested without Hose Stream."

**Special Purpose Fire Doors**

This category covers special-purpose fire door and frame assemblies. They consist of doors, frames, latches, hinges and closers of special construction or for special use as indicated in the individual Classifications. Special-purpose door assemblies are intended to be installed in concrete, masonry or nonmasonry walls in accordance with the installation instructions provided with each assembly to provide the protection indicated. Special-purpose door assemblies are intended to be installed in accordance with ANSI/NFPA 80, "Standard for Fire Doors and Other Opening Protectives."

Authorities Having Jurisdiction should be consulted before installation.

Two types of Certification marks are available for special-purpose fire door assemblies based upon the size of the door. The maximum size of a special-purpose fire door that has been subjected to a fire test is intended for an opening not exceeding 152 sq ft in area, with no dimension exceeding 13 ft 6 in. Special-purpose fire doors intended for openings not exceeding 152 sq ft in area and with no dimension exceeding 13 ft 6 in. bear the "Special Purpose Fire Door and Frame Assembly" or individual "Special Purpose Fire Door Assembly" and "Special Purpose Frame Assembly" Certification mark.

The basic standard used to investigate products in this category is NFPA 252, “Standard Methods of Fire Tests of Door Assemblies” and ANSI/UL 10B, "Fire Tests of Door Assemblies."

The certification mark of National Accreditation and Management Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The certification mark for these products includes the NAMI symbol, the word "Certified" under the NAMI symbol, and the following additional information:

[PRODUCT NAME*]
**FIRE RESISTANCE CLASSIFICATION**
* SPECIAL PURPOSE FIRE DOOR AND FRAME ASSEMBLY, SPECIAL PURPOSE FIRE DOOR ASSEMBLY or SPECIAL PURPOSE FRAME ASSEMBLY
** The rating includes an hourly duration, such as "1 hour," and may include a temperature rise performance, such as "Temperature rise - 250°F at 30 minutes."

The certification mark for oversized special-purpose fire doors includes the NAMI symbol, the word "CERTIFIED" under the NAMI symbol, and the following additional information:

![NAMI Symbol]

**RATING**

** SPECIAL PURPOSE OVERSIZED FIRE DOOR AND FRAME ASSEMBLY, SPECIAL PURPOSE OVERSIZED FIRE DOOR ASSEMBLY or SPECIAL PURPOSE OVERSIZED FRAME ASSEMBLY

** The rating includes an hourly duration, such as "1 hour."

** Fire Door Glass Light Frames**

Glass light frames consist essentially of steel or wood framing members and their mounting fasteners. The maximum size of the glass light frames should not exceed:

<table>
<thead>
<tr>
<th>Framing Member Mtl</th>
<th>Max Width (mm) In</th>
<th>Max Height (mm) In</th>
<th>Max Area (2) (Sq In.)</th>
<th>Max Door Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wood+</td>
<td>30</td>
<td>40</td>
<td>1200</td>
<td>20 min</td>
</tr>
<tr>
<td>Steel</td>
<td>54</td>
<td>54</td>
<td>1296</td>
<td>3/4 h</td>
</tr>
<tr>
<td>Steel</td>
<td>10</td>
<td>33</td>
<td>100</td>
<td>1-1/2 h</td>
</tr>
</tbody>
</table>

+ - Glass light frames consisting of wood framing members and their mounting fasteners are only intended for use in 20 min wood core doors.

The glass light frame is intended to be installed in accordance with the installation instructions packaged with the device. The use of steel sex-bolts or steel sheet metal screws to install the glass light frame in the door is required depending on the type of door and the design of light frame. The fasteners are furnished as part of the light frame.

The glass light frame may be installed in the certified swinging fire doors by some manufacturers at the door manufacturer's plant or in the field. When the light frame is intended to be installed in the field, the cutout in the door is made at the door manufacturer's plant and the door bears a marking indicating the manufacturer and model designation of listed glass light frame to be installed in the door.

The glass light frame may be installed in the certified swinging fire doors by some manufacturers at the door manufacturer's plant or in the field. When the light frame is intended to be installed in the field, the cutout in the door is made at the door manufacturer's plant and the door bears a marking indicating the manufacturer and model designation of listed glass light frame to be installed in the door.

Authorities Having Jurisdiction should be consulted before installation of glass light frames in fire doors.

The basic standard used to investigate products in this category is NFPA 252, “Standard Methods of Fire Tests of Door Assemblies” and UL 10B, "Fire Tests of Door Assemblies." Products that have also been evaluated to UL 10C, "Positive Pressure Fire Tests of Door Assemblies," are noted in the individual listings. Additionally, those products that have been certified in accordance with Uniform Building Code Standard UBC 7-2, "Fire Test of Door Assemblies" (1997), are noted in the individual listings. Products that have been evaluated to positive pressure test requirements are noted as Category F Light Kits in the individual listings.
The listing Mark of National Accreditation and Management Institute Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The listing mark for these products includes the NAMI symbol, together with the word "LISTED," a control number, and the product name "Fire Door Glass Light Frame" or "Fire Door Glass Light Frame For Use Only On 20 Min Wood Core Doors."

Products that have also been evaluated to UL 10C may have that fact so noted on the NAMI listing mark. Additionally, those products noted in the individual Listings that have been certified in accordance with Uniform Building Code Standard UBC 7-2, "Fire Test of Door Assemblies" (1997), may bear the additional reference "UBC 7-2 (1997)" after the UL 10C.

**Fire-protection-rated Glazing Materials**

This category covers fire-protection-rated glazing materials Certified for 3/4 hour, 1 hour, 1-1/2 hour, and 3 hour fire ratings, or 1/3 hour fire rating without hose stream as indicated in the individual certifications.

Fire-protection-rated glazing materials are intended for installation in fire windows, fire doors, and fire door frames with transoms and/or sidelights that are provided with suitable glazing frame members.

Fire-protection-rated glazing materials are intended to be installed in accordance with ANSI/NFPA 80, "Fire Doors and Fire Windows," and/or model building codes, in addition to the installation instructions provided by the manufacturer. ANSI/NFPA 80 and/or the building codes limit the use of fire-protection-rated glazing materials to (1) sidelights and transoms in fire door assemblies having a rating no greater than 3/4 hour, (2) to fire windows in the interior of a structure having a rating no greater than 3/4 hour, (3) to fire windows in an exterior wall of a structure having a rating no greater than 3 hour, and (4) to swinging-type fire doors. Fire-protection-rated glazing materials having a rating equal to or greater than the requirements may be utilized in these installations. The installation of glazing materials is intended to be in accordance with the local building code as determined by the Authority Having Jurisdiction.

Authorities Having Jurisdiction should be consulted before installation.

Fire-protection-rated glazing materials are not generally provided by the fire door, fire door frame or fire window frame manufacturer. These glazing materials are normally installed on the job site after the fire door, fire door frame, or fire window frame is installed in the building.

Nominal 1/4 in.-thick wired glass may be used where permitted by the local building code. The maximum exposed area for an individual light should not exceed 1296 sq in. with no dimension of exposed wired glass greater than 54 in., unless otherwise indicated in the individual Classifications. The groove depth formed by the framing members used for retaining wired glass should have a minimum depth as shown in the following tabulation.

<table>
<thead>
<tr>
<th>Max Area of Exposed Glazing Material (sq in.)</th>
<th>Min Depth of Groove (in.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>1/2</td>
</tr>
<tr>
<td>500</td>
<td>5/8</td>
</tr>
<tr>
<td>600</td>
<td>11/16</td>
</tr>
<tr>
<td>1296</td>
<td>3/4</td>
</tr>
</tbody>
</table>
Wired glass, 1/4-in. thick, is rated for 3/4 hour for an exposed area not exceeding 1296 sq in., and rated for 1-1/2 hour for an area not exceeding 100 sq in. For fire-protection-rated glazing materials other than 1/4-in.-thick wired glass, the maximum exposed area for an individual light, the minimum groove depth, and the rating should be as indicated in the individual Classifications.

The 20-minute fire-protection-rated glazing materials tested without hose stream exposure are intended for use in fire windows and fire door assemblies for the protection of openings in walls and partitions as specified in the applicable sections of the model building codes.

The 20-minute rating indicates the duration of fire exposure only. These 20-minute glazing materials have not been subjected to a hose stream exposure.


The marking for glazing materials intended for use in fire doors includes the following information:
The NAMI symbol with the word "CERTIFIED" below the NAMI symbol
Manufacturer name or identification
NFPA 252, ANSI/UL 10B and/or ANSI/UL 10C
D - H or NH - T or NT - xxx
Where:
"D" indicates the glazing is suitable for use in fire door assemblies
"H" indicates compliance with the hose stream requirements of the standard
"NH" indicates the glazing has not been subjected to the hose stream requirements of the standard
"T" indicates the glazing material has a temperature rating, which is defined as a maximum unexposed surface temperature of 450°F when measured at 30 minutes during the standard fire test
"NT" indicates the glazing material does not have a temperature rating, which is defined as a maximum unexposed surface temperature in excess of 450°F when measured at 30 minutes during the standard fire test
"xxx" indicates the fire-protection rating period in minutes

The marking for glazing materials intended for use in fire windows includes the following information:
The NAMI symbol with the word "CERTIFIED" below the NAMI symbol
Manufacturer name or identification
NFPA 257 and/or ANSI/UL 9
OH - xxx
Where "OH" indicates compliance with the fire and hose stream requirements of the standard and "xxx" indicates the fire-protection rating period in minutes

Unless otherwise indicated in the individual certifications, these glazing materials have not been investigated as safety glazing. In the United States, model codes require that glazing materials used in locations subject to human impact in hazardous (certified) locations comply with the requirements for safety glazing as defined in 16CFR1201, "Safety Standard for Architectural Glazing Materials."


The fire exposure condition defined in the NFPA 257 and/or ANSI/UL 9 permits the neutral pressure plane within the furnace to be located at one of two locations. The neutral pressure plane is permitted to be located such that two-thirds of the test sample is exposed to a positive furnace pressure condition. This exposure condition is defined as a positive pressure condition. The neutral pressure plane is also permitted to be located within one inch of the top of the window assembly. This exposure condition is defined as a neutral pressure condition. Using these definitions for furnace pressure condition, NFPA 252 and ANSI/UL 10B represents a neutral pressure condition and ANSI/UL 10C represents a positive condition.
Fire-protection-rated glazing materials investigated to NFPA 257 and/or ANSI/UL 9 are intended for use in fire windows and may be used in fire door assemblies tested under neutral pressure conditions.

The certification mark of National Accreditation and Management Institute Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The certification mark for these products includes the NAMI symbol, the word "CERTIFIED" below the NAMI symbol, and the following additional information:

**FIRE-PROTECTION-RATED GLAZING MATERIAL**
**FIRE TESTED UNDER * PRESSURE CONDITION**
**IN ACCORDANCE WITH #**
Control No.

The certification mark for glazing materials tested without a hose stream includes the NAMI symbol, the word "CERTIFIED" below the NAMI symbol, and the following additional information:

**FIRE-PROTECTION-RATED GLAZING MATERIAL**
**FIRE TESTED UNDER * PRESSURE CONDITION**
**TWENTY-MINUTE RATING**
**TESTED WITHOUT HOSE STREAM**
Control No.

* NEUTRAL or POSITIVE

# NFPA 252, NFPA 257, ANSI/UL 9, ANSI/UL 10B and/or ANSI/UL 10C

**Gasketing and Edge-sealing Materials for Fire Doors, Positive-pressure Tested**

This category covers positive pressure tested gasketing materials for fire doors intended for installation on certified fire doors and/or listed fire door frames or in their thresholds, as specified in the individual certifications. The gasketing material is intended to be installed in accordance with the installation instructions packaged with the material.

Gaskets and edge seals are categorized as follows:

**Category G Edge Sealing Systems** - Edge seals are gasket materials that have demonstrated their ability to assist the door in meeting the positive pressure fire test requirements. They expand and fill the gaps around the door edges to prevent the passage of hot smoke and gases. These materials are required for Category B Swinging Type Fire Doors, Positive Pressure Tested. Edge seals are surface applied to frames or doors. These seals may or may not affect the leakage (smoke) requirements for the smoke ("S") rating. Edge Sealing Systems are either certified for general use on all products in a door type family or limited to individual door manufacturers as noted in the individual certifications. Edge seals that are also smoke seals are denoted as Category G/Category H Edge Seal/Smoke and Draft Control Gasketing in the individual certifications.

**Category H Smoke and Draft Control Gasketing** - Gasketing materials that are surface applied to a door and frame assembly to comply with the requirements of UBC 7-2 Part II (1997). Smoke and draft control gasketing is either certified for general use on all products in a door type family or limited to individual door manufacturers as noted in the individual Classifications.

**Category J Gaskets** - Gasket materials that are added to a door assembly for purposes other than Category G Edge Seals and Category H Smoke and Draft Control Gaskets. They are used for purposes such as weather stripping, sound control, etc. Category J Gasketing Materials have only been investigated to positive pressure with respect that they do not contribute to flaming during the fire test. They have not been evaluated for any contribution for a door assembly to help meet the positive pressure requirements.
Gasketing materials consist of a metal frame or a flexible material, either mechanically secured within a metal frame or housing or applied by means of a pressure sensitive adhesive to the perimeter of the certified fire door and/or listed door frame or installed within their thresholds, as specified in the individual certifications.

The gasketing material can be installed on the certified fire doors at the fire door and/or frame manufacturer's plant or at the job site. Category G materials are materials that assist with doors meeting the positive pressure test requirements. Category H Gasketing Materials for fire doors have been investigated only with respect to determination that the materials do not adversely affect the fire rating of fire doors in which they are installed and they contribute to the door assembly meeting the requirements of UBC 7-2 Part II. Category J Gasketing Materials have only been investigated with respect to determination that the materials do not adversely affect the fire rating of fire doors in which they are installed. Gasketing material identified for use at the meeting edges of pairs of doors is not intended to replace the astragal (if required by the door manufacturer) nor to alter the clearance between doors, as specified in NFPA 80, "National Fire Protection Association Standard for Fire Doors and Windows," or in the door manufacturer's installation instructions.

The basic standard used to investigate products in this category is UL 10C, "Positive Pressure Fire Tests of Door Assemblies." Products that have also been certified in accordance with Uniform Building Code Standard UBC 7-2, "Fire Tests of Door Assemblies" (1997), are noted in the individual Listings.

The Certification mark of National Accreditation and Management Institute Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The certification mark for these products includes the NAMI symbol, the word "CERTIFIED" below the NAMI symbol, the product identity "Positive Pressure Tested Gasketing Materials for Fire Doors," "Intended for Application to ____ Type Fire Doors," "Rated up to ___ hrs" and a control number.

In addition, the products, when so evaluated and noted in the individual listings, may bear the adjunct marking, "ALSO CERTIFIED IN ACCORDANCE WITH Uniform Building Code Standard 7-2, Fire Tests of Door Assemblies (1997)."

**Fire Door Hardware**

Fire door hardware is intended for use with composite (steel-covered only) hollow-metal, sheet-metal, and tin-clad fire doors. These doors are usually prepared for a specific set of hardware on the job site.

To provide the degree of fire protection to a wall opening as indicated by the fire door label, this hardware must be applied and the resulting door hardware assembly installed in accordance with the recommendations contained in the National Fire Protection Association Standard for Fire Doors and Windows, NFPA 80.

This hardware is of two types, namely, hardware intended for use with sliding doors and hardware intended for use with swinging doors.

Hardware for horizontally sliding composite (steel-covered) and hollow-metal doors, and horizontally and vertically sliding sheet-metal doors, is essentially the same as for tin-clad doors, with minor differences to conform to the constructions of various manufacturers.

Hardware for horizontally sliding tin-clad, sheet-metal, and hollow-metal doors, mounted singly or center parting, and single sliding composite (steel-covered) doors is designed for openings not exceeding 120 sq ft with no dimension exceeding 12 ft.
Each complete set of listed hardware for horizontally single slide tin-clad doors contains: (1) one track, length equal to twice the width of the opening plus 21 in., punched for wall bolts. (2) Two hangers for openings 6 ft and less in width; three hangers for openings wider than 6 ft; and bolts for attaching hanger to door. (3) Two front binders for openings 8 ft and less in height; three front binders for openings higher than 8 ft; one rear binder and binder pocket for openings 10 ft and less in height; two rear binders and binder pockets for openings higher than 10 ft. (4) One stay roll with attachment bolts suitable for the form of sill used. (5) One bracket for each track bolt. (6) Two half oval chafing strips for back of door; two flat strips for front of door opposite half oval strips; bolts for fastening above strips together through door; length of strips to be 4 in. less than width of door. Doors exceeding 8 ft in height require three chafing strip assemblies. (7) One strip 5 in. less than width of door to take wear of stay roll; and wood screws for attachment. (8) One wedge with screws for attachment. (9) Handles with bolts and screws for attachment. (10) One front bumper and one back bumper. (11) Four bumper shoes and screws for attachment; each bumper shoe may be made in two pieces. (12) Washers for all wall bolts. (13) Instructions for installation.

Hardware for vertically sliding tin-clad and sheet-metal doors is designed for openings not exceeding 80 sq ft in area, with no dimension exceeding 12 ft.

Each complete set of listed hardware for vertically sliding tin-clad and sheet-metal door contains: (1) Two 3-1/2 by 3/8 in. tracks, length equal to twice the height of the opening plus 9 in. punched for wall bolts. (2) One cast iron bracket for each track bolt. (3) Two malleable iron track guides for each track for openings 5 ft or less in height and an additional guide for each track for each 2-1/2 ft or fraction thereof in excess of 5 ft. (4) One bumper bolted to top of each track with wall bolt. (5) Four bumper shoes and screws for attachment. (6) Two wrought-iron or steel cables, not less than 5/16-in. diameter. (7) Two cable brackets. (8) Four cable fasteners and thimbles. (9) Two cable pulleys, with malleable iron frames and sheaves. (10) Counterweights. (11) Two 3/4 by 1/4 in. half oval chafing strips for back of door; length 2 in. less than height of door; strips held by 1/4 in. bolts or machine screws with countersunk heads, passing through door and bearing against washers. (12) Handles with bolts and screws for attachment. (13) Necessary washers, rivets, bolts, and screws to properly fasten the hardware to the door and wall. (14) Instructions for installation.

Listing marks are applied to each hanger, binder, bumper, flush pull, stay roll, and to each section of track in a set of listed single slide hardware, and for center parting doors, listing marks are applied to each track section, center floor binder, center track binder, and center latch assembly.

Swinging hardware is designed for single swing sheet-metal and three-ply tin-clad doors not exceeding 6 ft in width and 12 ft in height and doors swinging in pairs not exceeding 10 ft in width and 12 ft in height and two-ply tin-clad doors swinging single not exceeding 6 ft in width and 10 ft in height and doors swinging in pairs not exceeding 10 ft in width and 10 ft in height.

Each complete set of listed hardware for single-swing door includes wall strips (except for openings supplied with standard steel frames), hinge brackets, hinges, catches, latches, latch keepers, connecting bar, operating handle mechanism, latch spring, and necessary washers, rivets, and bolts to mount hardware on door and wall. For doors mounted in pairs — above members, top and bottom bolts and top and bottom bolt keepers for standing doors.

Hardware for sheet metal doors is essentially the same as tin-clad doors with minor differences to conform to the door construction of various manufacturers.

Listing marks are applied to each hinge strap, hinge bracket, connecting bar, and catch for single doors, and for doors in pairs, also to each latch, each top and bottom bolt and keeper for the standing door, and to each hinge wall strap.

The basic standards used to investigate products in this category are UL 14B, "Sliding Hardware for Standard Horizontally" and UL 14C, "Swinging Hardware for Standard Tin-Clad Fire Doors".
The listing mark of National Accreditation and Management Institute Inc. on the product is the only method provided by NAMI to identify products manufactured under its certification and listing program. The listing mark for these products includes the NAMI symbol together with the word “LISTED,” a control number, and the product name “Hardware”.

**Section IV: Test Samples**

Products submitted for a fire protection rating or classification consideration shall be:

1. Tested by an approved NAMI Independent Testing Laboratory which complies with the requirements as set forth in ISO/IEC Guide 17025 and is accredited by an approved independent entity;
2. Product shall be representative of those for which a fire protection rating or classification is desired.
3. Product shall be mounted in accordance with the applicable standard’s mounting procedures.
4. All testing shall be conducted in accordance with the applicable standard’s requirements, and also ensuring that any referenced standard’s requirements are met as well.
5. Glazing assemblies shall be considered as meeting the requirements for intended performance when it remains in the opening during the fire endurance test and hose stream test unless the standard or specification being considered specifies otherwise.

**Section V: Test Report Review**

Test reports will be stamped with the date of receipt within NAMI’s Office. The following information is reviewed in the test reports.

1. Test reports shall be reviewed for the following:
   a. Manufacturer’s name;
   b. Series or model name;
   c. Specification to which product was tested;
   d. Date of test completion;
   e. The materials and construction of the fire door assembly, details of installation including hardware, door frame, and wall anchors, hangers, guides, trim, finish, and clearance or lap, in order to ensure positive identification and duplication of the fire door assembly in all respects.
   f. Configuration of the door assembly;
   g. Performance criteria of the door and/or the door assembly;
   h. Glass type and thickness/glazing system (if utilized);
   i. Details of the installation, hardware, door frame and wall anchors, hangers, guides, trim, finish and clearance or lap and referenced in order to provide positive identification.
   j. Reinforcement (where applicable);
   k. Test sequence;
   l. Test methods;
   m. Any variations of furnace exposure time from that which is prescribed and in those cases where it would affect the fire protection rating;
   n. Laboratory stamped drawings;
   o. Laboratory stamped bill of materials;
   p. Laboratory stamped assembly drawings;
q. Performance of the product under the specified exposure period chosen from the following:
   1. 20 minute
   2. 30 minute
   3. ¼ hour
   4. 1 hour
   5. 1 ½ hour
   6. 3 hour
   7. 4 hour

r. The alphabetical letter designation, if employed, to classify the opening for which the product is considered suitable;
   1. Class A – Openings in fire walls and in walls that divide a single building into fire areas.
   2. Class B – Openings in enclosures of vertical communications through buildings and in 2-hour rated partitions providing horizontal fire separations.
   3. Class C – Openings in walls or partitions between rooms and corridors having a fire resistance rating of 1 hour or less.
   4. Class D – Openings in exterior walls subject to severe fire exposure from outside of the building.
   5. Class E – Openings in exterior walls subject to moderate or light fire exposure from outside of the building.

s. Any flaming on the unexposed surface of the door leaf (size, duration and time of occurrence);

t. Average door to frame clearances measured at the top, hinge stile, latch stile and bottom.

u. Pressure measurements made in the furnace and the location of such measurements relative to the top of the door;

v. Hose Stream test results (if required);

w. Any separations or movement of the door or assembly.

x. The magnitude and direction of any separations or movement of the door or assembly.

y. Any observations which might have a bearing on the product’s performance;

z. The actual duration of the fire test.

aa. Additional Information;

2. Test reports shall be reviewed for compliance and completion to the appropriate test specification;

3. Assembly and extrusion drawings shall be reviewed for compliance and completion to the appropriate test specification;

4. Bill of materials shall be reviewed for test laboratory stamp which authenticates materials used in tested unit;

6. Compare test report to specification to determine that all tests were performed;

7. Determine that all test report findings were within tolerance or passed for rating stated by testing laboratory.

8. The inspection data recorded is of a proprietary nature and is only used as the reference material for issuance of the formal Inspection Report which will be forwarded to the license within thirty (30) days of the inspection.
Section VI: Notice of Product Certification

Upon successful completion of the review process and in compliance with NAMI’s Certification Procedural Guidelines, a Notice of Product Certification and Listing will be issued by the Administrator. The Notice of Product Certification and Listing shall contain the following information:

1. Manufacturer’s Name, Location and Code Number;
2. Test Specification and product rating and classification;
3. Product Model/Series and brief description;
4. Configuration/glazing type/any additional applicable information;
5. Maximum frame and sash/panel/vent size;
6. Test report number;
7. Test laboratory name;
8. Certification date;
9. Revision dates;
10. Required label information, type and placement;
11. Authorized signature.

Upon granting certification, the certified product will be listed in NAMI’s Certified Products Directory at www.Namicertification.com. The actual certification will also be uploaded into the directory for public access.

Section VII: In-Plant Inspections

Inspections will be performed in accordance with NAMI’s Certification Procedural Guidelines.

Inspections for fire rated products will be performed a minimum of twice per year or more as required by authorities having jurisdiction.

With or without prior notice, NAMI reserves the right to visit the licensee’s place or places of manufacture, assembly or shipment of certified products to determine continuing compliance with the requirements of the program. The licensee shall notify NAMI of all scheduled plant closings.

The NAMI Inspector/Product/Plant Evaluator will be performed by NAMI personnel different from those that granted certification as required by ISO/IEC Guide 65.

Licensee must provide an inspection point of contact at each facility to assist the Inspector in the performance of his duties in a safe and efficient manner. Complete access must be permitted within the facility where certified products are manufactured, assembled or stored and quality control records are maintained. The licensee’s refusal to allow access to places essential for inspection, without cause, will be reason to deny product certification, authorization and/or revocation of initial product certification.

Inspections will be performed in accordance with ISO/IEC 17020, “General Criteria for the Operation of Various Types of Bodies Performing Inspections”.
The inspection shall be a review of the independently tested unit to the product fabricated at the manufacturing location. The inspection report shall include, but not limited to the accumulation of the following information:

1. Manufacturer’s Name/Location/Code Number;
2. Date of Inspection;
3. Name of contact person or persons;
4. Series/product name of each product reviewed;
5. Status of each product certified/record changes;
6. Product size (where applicable);
7. Product reviewed for compliance and/or discrepancies to test report;
8. Record extrusion thickness and dimensions (where applicable);
9. Mark production units for testing with permanent marking/state date of Inspection and initial product;
10. Review quality assurance program/processes and record discrepancies and/or changes to program;
11. Verify quality assurance manual on file;
12. Verify label inventory and usage;
13. Verify label records showing accountability to distributed products or assemblies;
14. Verify label placement and mounting;
15. Hardware-operators and locking mechanisms;
16. Counter-Balance system;
17. Reinforcement (where applicable);
18. Builders hardware;
19. Fire door hardware;
20. Glazing system;
21. Any additional information.

At the conclusion of the inspection, an inspection report will be generated in order to outline any findings of product non-compliance. The licensee shall notify NAMI of the proposed corrections in writing within the allowable time period commencing with the date of receipt of the inspection report as follows:

1. Fifteen (15) business days; Defects and deviations of the product or processes which would have a negative impact on the performance results from that of the test sample. Labels may NOT be applied until corrections have been made and approved by NAMI.
2. Thirty (30) days: Minor defects or deviations to the product or processes which do not render the product inoperative or unsafe. Labels may continue to be applied during this time.

If notice of corrective action is not received by NAMI within the specified time period, or a test report of the sample with the modifications is not received, a certified letter with a “Notice of Product De-Listing” will be issued to the licensee.

Upon receipt of the “Notice of Product De-Listing”, the “Notice of Product Certification and Listing” and all certification labels for the designated product must be forwarded to NAMI. NAMI will use ISO/IEC Guide 27, “Guidelines for corrective action to be taken by a certification body in the event of misuse of its mark of conformity”.

Inspections will include review of manufacturer’s quality assurance program, including manual, documentation and personnel. All documentation must be maintained for a period of ten (10) years.

Inspectors shall review with the licensee any changes in standards or NAMI documents. Updated versions of NAMI documents shall be provided where applicable.
Section VIII: Glazing

All glazing utilized in fire rated doors and assemblies shall be labeled and shall meet all applicable safety standards.

All glazing materials shall meet the requirements of the following specifications:

1. NFPA 80 Standard for Fire Doors and Other Opening Protectives
2. NFPA 257 Fire Tests of Window Assemblies
3. ISO 3009 Fire Tests of Window Assemblies
4. UL 9 Fire Tests of Window Assemblies
5. UBC 7-4 Fire Tests of Window Assemblies

Glazing material shall be installed in labeled frames or in tested frames in accordance with the fire door certification. Glazing material shall not be used in fire doors having a 3-hour protection rating or fire doors having a 1 ½-hour fire protection rating for use in severe exterior fire exposure locations with exception of glazing material, with no through-opening, not exceeding 100 in² (0.065 m²) shall be permitted when tested in accordance for the desired rating period in accordance with NFPA 252:

1. For fire doors having a maximum rating of 1/3 and 1/2 hour – glazing is limited to the maximum area tested.
2. For fire doors having a maximum rating of 3/4 hour – glazing is limited to the maximum area tested with the exception of the exposed lights having a maximum of 1296 in² (0.84 m²) with no dimension exceeding 54 in. (1.37 m) unless otherwise tested.
3. For fire doors having a maximum rating of 1, 1 1/2 hour – glazing is limited to the maximum area tested with the exceptions stated in section 1-7 of the NFPA 80.
4. For fire doors having a maximum rating of 3 hours – glazing is limited to the 100 in² (0.065 m²).

Each individual glazing unit shall be identified with a label and shall be visible after installation. Transparent composite panels used in fire-rated door assemblies shall comply with the requirements as set forth in section 1-8 of the NFPA 80.

Section IX: Re-Testing

Certification for the product shall be provided indefinitely based on the original test date of the test report, provided the governing standards and specification to which the product rating/classification is based on, changes the requirements.

NAMI grants these ratings/classifications based on the reasoning that continuous inspections have been performed to verify that no changes or unauthorized modifications have been made during the period of certification at the licensee’s manufacturing locations.

Certification shall be maintained as long as no unauthorized modifications have been made to the product. Re-testing will be required if modifications are made and/or if new or revised standards have been introduced to the industry. NAMI will notify participants of pending or required changes to new or changed standards and the requirements needed to meet these standards.
Section X: Labeling

When a Notice of Product Certification and Listing are issued, a label is required to be placed on any product claiming certification status. All Fire Rating and Classification labels must be purchased through NAMI. Fire Rating and Classification labels:

1. Shall only be applied to products authorized for the rating and classification for which NAMI has approved.
2. Shall show the name of the manufacturer, the name of the third-party inspection agency, the fire protection rating and where required for fire doors in exit enclosures and exit passageways, the maximum transmitted temperature end point.
3. Shall contain a statement designating whether a hose stream test was conducted in accordance with NFPA 80.
4. Shall contain a statement designating whether the product is positive or neutral pressure rated in accordance with NFPA 80.
5. Shall contain a statement designating the minimum latch throw tolerance in accordance with NFPA 80.
6. Shall contain the following statement "Do Not Remove or Cover This Label".
7. Shall only be applied at the location where fabrication and assembly are performed.
8. Shall contain a sequential numbering system that is displayed on the face of the label in order to aid in accountability and traceability.
9. Shall be permanently affixed.
10. Shall be kept in a secure location to which only authorized personnel have access.
11. Shall be individually traceable to the product that it was affixed by maintaining production records showing which product received the appropriate label.
12. Shall be under the control of Quality Control Personnel who maintains documentation that the product was under the scrutiny of the Quality Control Personnel and complies with the appropriate specification.
13. Shall follow the guidelines of the NFPA 80 concerning the material and mounting of the label and the required information that must be displayed.

The NAMI Fire Certification and Listing Program for Fire Doors and Other Protective Openings classifies new fire doors by one of the following designation systems:

1. An hourly rating
2. An alphabetical letter designation
3. A combination of both (a) and (b)
4. An “S” designation for products utilized as smoke and draft control.
5. For horizontal access doors, a special listing indicating the fire-rated floor or floor-ceiling assemblies for which the product may be permitted for use.

Labeling of fire rated/ classification doors cover only the design and construction of the door with the following exceptions:

1. On fire doors bearing the label reading “Fire Door To Be Equipped with Fire Exit Hardware,” the label shall cover the reinforcements or construction features necessary for the exit devices that are required to bear the label reading “Fire Exit Hardware”.
2. On doors bearing the label reading “Fire Door,” the label shall include the following:
   b. On steel sectional (overhead) doors – hinged steel panels, wall guides, interlock at the top edge, vertical and horizontal tracks, roller wheels, counterbalancing, automatic-closing mechanisms, and governors.
   c. On elevator doors – see section 4.3 of the NFPA 80.
3. On doors bearing the label reading “Frame and Fire Door,” the label shall also include the following:
   a. On access doors – the frame, hinging, and latching mechanism.
   b. On acoustical doors – the frame, sill, and latching mechanism.
   c. On chute doors – the frame, hinging, latching, and closing mechanism.
   d. On dumbwaiter doors – see section 4.3 of the NFPA 80.
   e. On service counter doors – frames, counters, wall guides, counterbalancing, and automatic-closing mechanisms.
   f. On material conveying systems – the frame, sill guides, and automatic-closing systems.
   g. On oversize doors – Authorities having jurisdiction shall be consulted on the allowable sizes for a particular location.

Each individual glazing unit shall be identified with a label and shall be visible after installation.

Fire doors and fire door assemblies utilized as a smoke and draft control door and meeting the requirements as set forth in UBC-7-2 and UL-10C, parts I and II will be eligible to bear an “S” on the label indicating that the fire door or fire door assembly is acceptable for use in areas where such is required.

In cases where a label has been incorrectly applied, corrective field labeling will occur. The licensee must initially contact NAMI and state the location and problem that has occurred. NAMI will forward the NAMI Manufacturers Corrective Action Form (MFGCPF) for completion by the licensee. Clearly define the problem, location and the corrective action that has been taken to prevent future occurrences of incorrect labeling. Forward the MFGCPF Form to NAMI.

The licensee must appoint an individual-in-responsible charge to correct the field labeling issue. This person must have the credentials and ability to verify the certified and/or listed product in the field. Notify NAMI of the individual-in-responsible charge’s name. The individual-in-responsible charge must verify the correct certified or listed product in the field, and then apply the correct label to this product. This person must also document the serial number of the old label and the serial number of the new label that has been applied in the field.

Upon completion of the corrective field labeling, the person-in-responsible charge must provide a written report of the corrective action that was performed in the field. The report at a minimum must contain the following:

1. Name of company
2. Date of corrective action
3. Location where corrective action was performed
4. Name of Person-In-Responsible Charge
5. Serial number of old label
6. Serial number of new or replacement Label
7. Signature of Person-In-Responsible Charge

Under no circumstances shall unattached labels be distributed or otherwise allowed to leave the direct control of designated authorized personnel without express permission of NAMI.

Note: All of the guidelines within this addendum are in addition to NAMI’s Certification Programs Procedural Guidelines
AMD’S CERTIFICATION PROGRAMS
PROCEDURAL GUIDELINES
ADDENDUM A

General Information

The Association of Millwork Distributors (AMD) provides sponsorship of quality assurance of products through an on-going validation process known as “certification”. AMD sponsors the National Accreditation and Management Institute (NAMI) Certification Program that has been developed based on the parameters defined by ISO/IEC Guide 65, “General Requirements for Bodies Operating Product Certification Systems”, and ISO/IEC Guide 17020 General Criteria for the Operation of Various Types of Bodies Performing Inspection”. The AMD address is:

The Association of Millwork Distributors
10047 Robert Trent Jones Parkway
New Port Richey, Florida
TEL (727) 372-3665
FAX (727) 372-2879

Product proposed applicants participating with the AMD Sponsored Certification Program manifests concern for the quality of the product and the overall performance of the product upon installation. Certification is the ultimate quality assurance method available for today’s consumer.
1 SCOPE

The AMD Sponsored Certification Program supports the intention to supply competent, non-discriminatory, equitable, impartial and continuous validation of a proposed applicant’s adherence to the standards as defined in the National Accreditation and Management Institute (NAMI) Procedural Guidelines and compliance to ISO/IEC Guide 65 and Guide 17020. Adherence through AMD sponsorship to these documents ensures impartiality of the operations of this certification body.

The AMD (hereinafter referred to as the “Sponsor”) provides application to the NAMI Certification Program which includes the following:

1. NFRC Certification Program
2. Structural Certification Program
3. Insulating Glass Certification Program
4. Security Screen Program
5. Quality Assurance Program

This will require, if accepted, periodic testing, unannounced plant inspections, quality control review and labeling of products that have achieved certification approval. Procedural Guidelines Addendum A, defines AMD’s scope in relationship to the National Accreditation and Management Institute (hereinafter referred to as Inspection Agency-IA) Procedural Guidelines.

2 PARTICIPATION

Any potential licensee whose activities fall within the standards as outlined within NAMI’s Procedural Guidelines may request participation within the Sponsor’s program. Access to the Sponsor’s Program shall not be conditional upon the size of the proposed applicant’s facility or production ability or the number of certifications or labels that it has already obtained from any other source. The proposed applicant must enter into a license agreement with NAMI and Sponsor to conduct and perform all certification services. The agreement will remain in effect for a one year period and be automatically renewed for additional one year periods unless terminated in writing by the licensee a minimum of sixty (60) days prior to contract termination.

3 CONFIDENTIALITY

AMD shall maintain confidentiality on all test reports, inspection findings and data submitted for certification consideration. The only information that is provided to the public is listed in the NAMI Certified Products Listing (available at www.Namicertification.com). The Licensee must grant permission to NAMI before any information is disseminated regarding a certified product.
4 LICENSE AGREEMENT

The proposed applicant will enter into a License Agreement with NAMI and Sponsor to perform the certification services as described within the NAMI Procedural Guide. The agreement will remain in effect for a one year period unless terminated in writing by a proposed applicant a minimum of sixty (60) days prior to contract termination. NAMI and Sponsor shall have the right to terminate the license agreement prior to an expiration date for:

1. Non-payment of licensing or labeling fees;
2. Licensee’s non-compliance to correct deficiencies found during inspection or any other manner;
3. Improper or unauthorized use of Label or Certification Mark;
4. Licensee’s non-compliance with any terms of the license agreement or procedural guide

5 CERTIFICATION LABELING

The Sponsor’s Certification Mark is a registered certification mark with the U.S. Patent Trademark Office. All certification labels must be ordered through NAMI and are approved and produced from a NAMI/Sponsor printer.

The permanent certification label supplied by NAMI provides consumers with traceability of the manufacturing location. Labels must be applied at the manufacturing location. Special permission from the NAMI is required if a label is to be applied at any location other than the manufacturing facility.

Labels must be applied on the certified product where it can be read when the product is either in an open and/or closed position. The product is not considered a certified product if a certification label is placed in an area that would require the product to be disassembled or uninstalled to read it.

The certification label or the certification mark shall only be applied to products authorized for the AMD Sponsored/NAMI Certification Program.

The Licensee, by affixing the certification label, is stipulating that the product is representative of the test specimen that was evaluated and certified.

Upon suspension or revocation of product certification authorization, all unused certification labels must be returned to NAMI within (10) business days after the date of suspension or revocation.

Any product bearing a certification label that is not in compliance and/or has not been authorized for certification is subject up to a $100.00 per label fine to NAMI and AMD.

6 ROLE OF AMD (Sponsor)

Listing of products in the Certified Products Listing is contingent upon the establishment of a validation system which is to assure a Licensee’s compliance of their products with the requirements set forth in the License Agreement. AMD is the sole Sponsor of the NAMI Validated Certification Program. To achieve the objective of providing a mechanism by which the Licensee certifies compliance of their products to the referenced standards, AMD shall, as a minimum, do the following:

AMD shall facilitate the participation of the Licensee into the NAMI Certification Program.