

CMI Advisory Notice

NOTE: All Clients are requested to read this Advisory Notice carefully, as it includes some mandatory requirements to be actioned by our Certificate Holders. The sections which require action to be undertaken are noted with an Asterix (). CMI asks that you acknowledge you have read and understood this Advisory Notice and confirm your understanding of the requested actions to be undertaken by your organisation. The requirements outlined in the relevant sections of this Advisory Notice will be followed up at your next Certification Activity.*

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External Wall System or Products

CMI wishes to advise all our Certificate Holders of the following new requirements in relation to any certification that involves an external wall system or products used in the construction of external walls.

The recently updated BCA Volume One 2019, dated 01st May 2019, contains new requirements that directly impact on the CodeMark certification of products used for external wall systems:

1. **ALL** components used in an external wall **must be non-combustible**.
2. For CMI to issue a certificate, that encompasses BCA Volume One 2019, but does not specifically address the need for a restriction of the product in relation to fire performance, would not be acceptable. Therefore, if a Certificate of Conformity is issued for an external wall system against BCA Volume One 2019, that excludes fire but states the product or system may demonstrate other features, such as, thermal resistance, weatherproofing and the like, then **this product will be restricted to Type C construction**. Use for Type A & B construction will be site specific and dependent on appropriate engineering.
3. CMI Products that have both internal and external applications will be reviewed on a case by case basis to determine whether they need to be split onto separate Certificates of Conformity to avoid confusion.

Unrestricted Building Certifiers (UBCs) Insurance Fee Increases for Australia

UBCs have advised CMI that they can no longer maintain their current pricing structures due to substantial increases in the cost of their Professional Indemnity (PI) insurance fees. We are hearing of increases of 400% for UBCs who certify building facades.

Unfortunately, this has resulted in CMI being advised that, as of the 1st July 2019, the costs associated with having the UBC involved in the CodeMark process, which is mandatory, will be substantially increased.

The CodeMark process requires a UBC to review the initial issuance and annual surveillance of all CodeMark certificates as well as any change, no matter how small, to a certificate must also be reviewed by a UBC.

CMI will unfortunately be unable to absorb these increased UBCs fees and regrettably must pass these on to our Certificate Holders.

As of the 1st July 2019, there will be an increase to \$550.00 (plus GST where applicable) for each UBC Review which is applicable to the following services:

- Initial Certification;
- Renewal; and
- Certificate Changes.

There may be ongoing ramifications from the insurance industries reticence to insure UBCs. We have had advice that there is a future danger of UBCs not being able to gain PI insurance. If this occurs, the UBCs will not be able to obtain state licences. How this will affect the industry is being discussed at a state and territorial level. CMI will update our Certificate Holders regarding this issue as required.

Engineering Reports * Action Required – CodeMark & Evaluation Report Scheme

Further to the information provided about UBCs, CMI has recently been advised, that some major fire consulting companies will no longer issue reports on combustible building products used in wall systems, allegedly citing the fact that their PI insurance no longer covered providing reports on such products.

As a result of this, where an Engineering report has been relied upon, in support of a Claim of a products compliance, and that Engineer can no longer endorse your product, CMI will require either additional data to support this claim of a products compliance, or the claim of a products compliance must be removed.

All Certificate Holders, who have relied on a report issued by an Engineer are required to verify with the report writer, that the report maintains its endorsement.

CMI, as part of your continued CodeMark technical compliance requirements, will verify this information on an annual basis as part of your next scheduled Surveillance.

As always and at the discretion of CMI, reports and testing should be dated within 5 years to ensure it is current and you, as the report owner, are ensuring your information supplied to CMI is current and correct.

Application/Installation Guides and Claims of Compliance Conflicts

Due to the increased incidences of CodeMark products being installed outside of the tested and recommended applications, it is vital that Certificate Holders ensure that their products are used for the purpose that they were tested and certified for and that they are installed as directed in the application/installation guides you have supplied. When applying for certification, it is required that all applicants supply relevant test data on their product or system. CMI and their consultant experts use the test data to verify claims of compliance against the requirements of the relevant scheme, Building Code, Plumbing Code, Standards etc.

This also applies to technical recommendations contained within application/installation guides and other technical data found on Certificate Holder's websites.

It is also been identified that a Certificate Holder will have a product tested to a specific configuration, and then the details in subsequent supplied Installation Guides differ from the tested configuration. Under no circumstances can any application/installation guides be supplied for any CodeMark certified product that has not been approved by CMI.

Please ensure that all application/installation guides, brochures, data sheets etc reference the current version number and date, any minor changes constitute a new version number and date and such updates to such documents must be approved by CMI.

If during the Annual CodeMark Surveillance Audit, it is discovered that the relevant application/installation or technical information differs from the information on file, this will constitute a Non-Conformity under the CodeMark Scheme Rules.

Example of a Certificate of Conformity for CodeMark:

An AAC wall panel system that has been tested and achieved an FRL of 120/120/120. The Certificate of Conformity under section A3 Product Specifications will state:

Tested Sample for report XXXX:

- **XXX AAC panel** 2200mm long × 600mm wide × 50mm thick.
- **Installed horizontally** on the exposed side with joints sealed with mortar and screw fixed to timber framing through metal battens 75mm in from the vertical edges at each batten. Each vertical butt joint was backed with 70mm × 35mm MGP10 timber section with the panels screw fixed at mid height.
- **Plaster board XXXX** regular plasterboard installed horizontally on the unexposed side and incorporated a vertical joint. The sheets were screw fixed to timber framing at 300mm centres.
- **Wall framing** 70mm × 35mm MGP10 timber studs were positioned at 450mm centres with top and bottom plates, leaving nominal 150mm bays on either side of the specimen. Noggings were installed at 1000mm centres. Top and bottom plates were fixed to the lintel with dynabolts.
- **Wall Metal Battens** galvanised mild steel 36.4mm × 16.4mm battens were installed vertically over timber studs on the exposed side and screw fixed (Item 6) to the timber framing at nominal 1000mm centres.
- **Adhesive Mortar XXX** proprietary panel adhesive applied to AAC panel edges and to cover screw heads during construction.
- **Fixings-battens** to timber framing, 12g × 25mm long, TYPE 17, hex head, SDS timber screws. Used to fix vertical battens to framing studs.
- **Fixings-Exposed** cladding to battens 14G × 100mm long, TYPE 17, bugle batten head, SDS timber screws used to fix exposed panels to timber battens 50mm from the edges. The screws were installed such that the screw heads sat nominally 5mm below the surface. This was patched with panel adhesive mortar. Panels were not fixed to centre stud to simulate span of 900mm.
- **Fixings-Unexposed** cladding to timber framing, 6g × 25mm long, bugle head, fine thread plasterboard screws. Used to fix unexposed cladding to timber framing at nominal 300mm centres.
- **Fixings-timber framing** to surround blockwork, Ø6.5 × 65mm masonry anchors used to fix the, top plate to the head lintel at nominal 600mm centres.
- **Stud Adhesive XXX** applied to unexposed side of timber framing before installation of unexposed cladding.
- **Jointing Compound XXX** brand jointing compound and 50mm XXX brand fibre tape. All joints on unexposed cladding finished with one coat of joint finish-fibre tape-final coat of joint finish.

The Certificate will state than any variation for the above configuration is outside of the scope of the Certificate of Conformity and will require site specific engineering and approval.

* Action Required – CodeMark & Evaluation Report Schemes

As of the 8th July 2019, CMI require that all CodeMark Certificate Holders and Engineering Evaluation Report Holders supply a 'Declaration of Tested Specimen(s)' verifying the tested specimen is as detailed in the relevant application/installation guide. This declaration will require the Certificate Holders to reference all relevant technical material publicly available. Where testing varies from the data stated in the manual, an accompanying Engineering Report must be provided verifying the Installation Guide against the claims of compliance, where this has already been provided, this must be referenced on the Declaration.

The above declaration is to be supplied to CMI by the 1st August 2019.

Where an Engineering report is required, this must be provided to CMI following notification to you of your next scheduled Surveillance.

Moving forward, CMI will be including on all Certificates of Conformity, detailed information related to the tested configuration including fixing of certified products as detailed in supplied testing.

Increased Surveillances

As a result of the recent failures of some products to meet the combustibility levels required for their use, CMI are increasing surveillance requirements for high-risk products.

Annual testing will be required to be completed on high risk products. CMI will obtain samples at routine surveillances and organise for this testing to be conducted. Clients will be notified at the next scheduled Surveillance with their updated requirements and fees.

What is a high-risk product?

In relation to the Building industry in Australia and New Zealand, CMI defines high risk products as any product that impact on:

1. The structural integrity of a building;
2. Fire and combustibility; and
3. Weatherproofing.

The following risk assessment matrix is relevant to all CodeMark Certifications:

Risk Assessment Matrix	Magnitude of Consequence		
	Substantial	Moderate	Minor
Very likely	High	High	Medium
Likely	High	Medium	Low
Unlikely	Medium	Low	Low

Substantial Extensive impact on structural sufficiency, safety, and/or health and amenity.

Moderate Medium impact on structural sufficiency, safety, and/or health and amenity.

Minor Little impact on structural sufficiency, safety, and/or health and amenity.

The results of the Risk Assessment Matrix are used by CMI with the following table to determine the factory/construction site visit requirements.

Factory/Construction Site Visit Requirements	Manufacturing	Installation
High	A + B + C + E	+ G
Medium	A + B + C + E	+F
Low	A + B + C + D	—
Result	A + B + C +	+

- A. Product test.
- B. Product Quality Plan (PQP) to ISO 10005.
- C. Surveillance Audit.
- D. Factory visit(s) initially and every 3 years.
- E. Factory visit(s) initially and annually.
- F. Construction site visit(s) initially and every 3 years.
- G. Construction site visit(s) initially and annually.

CodeMark Logo Usage

CMI has noted an increase in the incorrect usage of the CodeMark logo. CMI would like to provide a quick reminder and overview of the requirements for each scheme. Certificate Holders are encouraged to review their Relevant Scheme Rules as Hyperlinked (Excludes Product Certification Scheme).

CODEMARK AUSTRALIA:

1. *The CodeMark Logo must only be used with that certificate number.*
2. *The Mark must only be used on Certified Products, and the packaging or labels associated with those Certified Products.*
3. *Upon suspension or withdrawal of a Certification, the use of advertising material that contains any reference to the Certification shall discontinued immediately.*

Important Note: It is the responsibility of the Certificate Holder to ensure they are not in breach of the Scheme Rules. It is a requirement of your Certification that you read and understand the CodeMark Scheme Rules. CMI recommends that you obtain a copy of these rules and ensure you are familiar with your requirements to ensure your continued compliance. If you have any questions regarding anything within this document, please forward your concerns or questions via email to office@certmark.org.

A copy of the rules can be found here:

<https://www.abcb.gov.au/Resources/Publications/Certification/The-CodeMark-Australia-Certification-Scheme-Rules>

CODEMARK NEW ZEALAND:

1. *The CodeMark Logo must only be used with that certificate number.*
2. *The Mark must only be used on Certified Products, and the packaging or labels associated with those Certified Products.*
3. *Upon suspension or withdrawal of a Certification, the use of advertising material that contains any reference to the Certification shall discontinue immediately.*

Important Note: It is the responsibility of the Certificate Holder to ensure they are not in breach of the Scheme Rules. It is a requirement of your Certification that you read and understand the CodeMark Scheme Rules. CMI recommends that you obtain a copy of these rules and ensure you are familiar with your requirements to ensure your continued compliance. If you have any questions regarding anything within this document, please forward your concerns or questions via email to office@certmark.org.

A copy of the rules can be found here:

<https://www.building.govt.nz/assets/Uploads/building-code-compliance/certifications-programmes/product-assurance/codemark-scheme-rules-2009.pdf>

WATERMARK:

1. *The WaterMark shall be applied to the product prior to despatch from the manufacturing site or on arrival at the manufacturer's agent or distributor's Australian warehouse.*
2. *In exceptional cases where the product is too small to receive a WaterMark, Approved Users may make application for an exemption to display the WaterMark. The Approved Certifier shall make application for exemption to the Administering Body.*
3. *When applied, the WaterMark shall be clearly visible and legible. In addition to the Mark of Conformity, any other marking called up by the applicable specification must be included.*
4. *The WaterMark shall only be shown on or be associated with a product that has been duly certified and where the Approved User has been appropriately licensed.*
5. *The WaterMark shall only be used in communication media, such as documents, brochures and advertising that is specific to the certified product. When more than one product is featured, the WaterMark shall only be used in association with the certified product.*
6. *Upon suspension or withdrawal of a WMCC, the use of advertising material that contains any reference to the WaterMark shall discontinue immediately.*

Important Note: It is the responsibility of the Certificate Holder to ensure they are not in breach of the Scheme Rules. It is a requirement of your Certification that you read and understand the WaterMark Scheme Rules. CMI recommends that you obtain a copy of these rules and ensure you are familiar with your requirements to ensure your continued compliance. If you have any questions regarding anything within this document, please forward your concerns or questions via email to office@certmark.org.

A copy of the rules can be found here: <https://www.abcb.gov.au/Resources/Publications/Certification/Manual-for-the-WaterMark-Certification-Scheme>

EVALUATION REPORT SCHEME:

1. The Mark & License number shall only be shown on or be associated with a product that has been duly certified and where the Approved User has been appropriately licensed.
2. The Mark must only be used on Certified Products, and the packaging or labels associated with those Certified Products.
3. Upon suspension or withdrawal of a Certification, the use of advertising material that contains any reference to the Certification shall discontinue immediately.

PRODUCT CERTIFICATION SCHEME/TYPE TEST:

1. The Product Certification Mark & License number shall only be shown on or be associated with a product that has been duly certified and where the Approved User has been appropriately licensed.

Product Certification Scheme Fee Reduction

CMI are reducing the ongoing costs for our Product Certification Scheme, effective from the 1st July 2019. The update will be reflected in our Published Fee Structure available from our website from this date. <https://certmark.org/cmi-fee-structure/>

Product Quality Plans (PQP) * Action Required – All Schemes

CMI is requesting that all Certificate Holders review their current Product Quality Plans (PQPs) to ensure they accurately reflect your company's current situation. In particular, we request that all Certificate Holders ensure the PQP adequately shows how your Company maintains effective control over the manufacture of the Certified product/system. This is especially important, where you are a distributor. You must ensure the Certified product is:

- I. manufactured (by your manufacturer) in accordance with the Product Quality Plan and any conditions associated with the Certificate of Conformity;
- II. materially the same as any sample that was evaluated by the Certification Body who evaluated the product prior to certification;
- III. the Product recall procedures in place conforms to recall procedures complying with, or similar to, the 'ACCC Consumer Product Safety Recall Guidelines 2015' that would effectively deal with nonconforming certified products;
(<https://www.productsafety.gov.au/system/files/Consumer%20product%20safety%20recall%20guide%20lines.pdf>)
- IV. include your company's Batch Testing, Type Testing requirements; and
- V. include clear supply chain linkage (refer below section 'Manufacture Supply Chain Linkage').

All Certificate Holders are required to supply CMI with an updated PQP, including version number and date, at their next scheduled Surveillance.

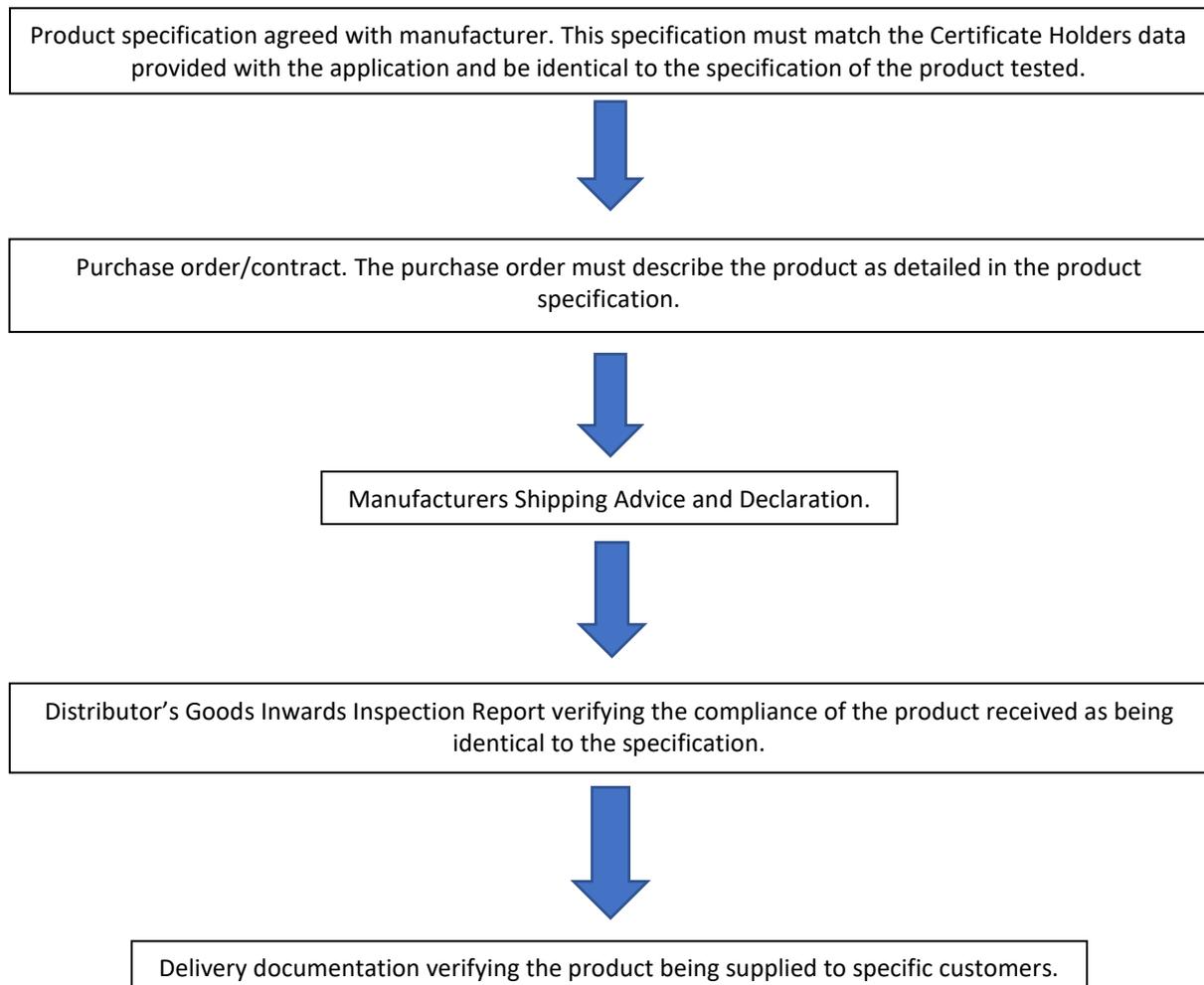
Manufacture Supply Chain Linkage

CMI wishes to remind all its Certificate Holders that it is their contractual obligation to maintain clearly defined 'Manufacture Supply Chain Linkage'. This is clearly referenced in your Scheme of Testing and Inspection (STI) document attached to your Certification Agreement(s). By way of a reminder, the following is mandated:

Manufacture Supply Chain Linkage

A Certificate Holder must be able to demonstrate control of the supply chain from order of product, to delivery, to purchaser, regardless of whether the Certificate Holder is either a Distributor or Manufacturer.

The following steps form the basis of the requirements of supply chain linkage for a Distributor (where the Certificate Holder is the Manufacturer, the same principle can be followed with the Raw Material):



CMI would like to thank our Clients for their understanding in the above matters, should clarification be required please do not hesitate to contact us.

Summary of Request data:

- Declaration of Tested Specimen(s) marry to the supplied manual – CodeMark & Evaluation Report Schemes.
- Clients are required to validate Engineering Reports - CodeMark & Evaluation Report Schemes.
- Update PQP – All Schemes.

CertMark International

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