



Dit pdf bestand bevat alle beschikbare talen van het opgevraagde document.

Ce fichier pdf reprend toutes langues disponibles du document demandé.

This pdf file contains all available languages of the requested document.

Dieses PDF-Dokument enthält alle vorhandenen Sprachen des angefragten Dokumentes.

COPRO vzw - Onpartijdige instelling voor de controle van bouwproducten
COPRO asbl - Organisme impartial de contrôle de produits pour la construction
COPRO - A not-for-profit impartial product control body for the construction industry

Z.1. Researchpark - Kranenberg 190 - BE-1731 Zellik (Asse)
T +32 (0)2 468 00 95 - info@copro.eu - www.copro.eu

KBC IBAN BE20 4264 0798 0156 - BIC KREDBEBB - BTW/TVA/VAT BE 0424.377.275 - RPR Brussel/RPM Bruxelles/RLP Brussels



APPLICATION REGULATIONS
FOR THE
PRODUCT CERTIFICATION
OF
PREFABRICATED SYNTHETIC LINERS
FOR MANHOLES AND INSPECTION CHAMBERS
UNDER THE
COPRO MARK

© COPRO - Version 2.0 of 2023-09-12

COPRO - A not-for-profit impartial product control body for the construction industry

Z.1 Researchpark
Kranenberg 190
1731 Zellik

tel. +32 (2) 468 00 95
info@copro.eu
www.copro.eu

VAT BE 0424.377.275
KBC 426-4079801-56
RLP Brussels

CONTENTS

1	INTRODUCTION	3
1.1	TERMINOLOGY	3
1.2	AVAILABILITY OF THE CERTIFICATION REGULATIONS	5
1.3	STATUS OF THESE APPLICATION REGULATIONS	5
1.5	QUESTIONS AND OBSERVATIONS	5
2	OVERVIEW OF PRODUCT CERTIFICATION	6
2.1	PREPARATION OF THE CERTIFICATION REGULATIONS	6
2.2	OBJECTIVES	7
2.3	SCOPE	8
2.4	CERTIFICATE	11
2.5	IDENTIFICATION OF THE PRODUCT	12
2.7	TECHNICAL DATA SHEET	13
3	THE STAKEHOLDERS.....	14
3.2	INSPECTION BODY	14
3.3	SUPPLIER.....	15
4	REQUIREMENTS FOR A CERTIFIED PRODUCT	16
4.2	EQUIPMENT	16
4.3	RAW MATERIALS AND SEMI-PRODUCTS	17
4.5	PRODUCT	18
4.6	QUALITY PLAN	19
4.7	TYPE TEST	20
5	OBTAINING A CERTIFICATE	22
5.2	APPLICATION PERIOD	22
6	SELF-MONITORING	23
6.1	REGISTRATION AND ARCHIVING	23
6.2	CONTROLS WITHIN THE FRAMEWORK OF SELF-MONITORING	25
6.3	FOLLOW-UP OF DEVIATIONS	28
7	EXTERNAL SURVEILLANCE	29
7.2	INSPECTIONS	29
7.3	CONTROLS IN THE CONTEXT OF EXTERNAL SURVEILLANCE	31
7.6	EVALUATION SYSTEM	34
9	RATES AND INVOICING.....	35
9.1	FINANCIAL RULES	35
9.2	RATES.....	36

1 INTRODUCTION

This clause gives and explains some of the rules concerning the certification regulations.

1.1 TERMINOLOGY

This clause defines some of the special terms, followed by an explanation of the abbreviations used in these Application Regulations.

1.1.1 Definitions

Client	The party purchasing the product from the supplier. The definition applies to different types of purchaser: producers of other products, contractors, awarding authorities, authorities, et cetera.
Comparative test	A test carried out in pairs, in which the result of the control laboratory is compared with the result obtained by the supplier in order to verify the self-monitoring system.
Producer	Company responsible for producing a product.
Product	Result of an industrial process or activity that is the subject of one or more reference documents. This a collective noun for all of the product articles and product types to which one and the same Application Regulations or certificate applies.
Product article	Set of units of a product with the same characteristics and performance that are produced in a specific manner and comply with the same technical data sheet.
Product group	A group of products with comparable characteristics or for which the same certification or verification procedures apply.
Product type	Group of produced goods with similar characteristics. One product may be divided into different product types on the basis of the applicable reference document, property categories, application, et cetera.
Production unit	Technical facility/facilities tied to a geographical location used by a producer and in which one or more products are made.
Reference document	Document (standard, tender document, Technical Prescription or any other technical specification) that specifies the technical characteristics that the staff, equipment, production unit, raw materials, semi-products, production processes and/or the product must comply with, and which states that the relevant Application Regulation applies to a certain product and its production.
Sampling	Sampling can be subdivided into: - removing part or all of a product or component;

- applying an identification/mark to a defined part or to an entire product or component;

for the purpose of inspecting and testing it.

Supplier	The party requesting, obtaining or no longer having the certificate and which is responsible for ensuring that the product meets the certification requirements. This definition applies to producers, distributors and importers. If a supplier is referred to with regard to raw materials, semi-products, general equipment, control equipment or services, this is specifically stated.
Type test	A series of verifications to determine initially (initial type test) or possibly to confirm periodically (repeat type test) the characteristics of a product article or product type and its conformity.

1.1.2 Abbreviations

TRA Application Regulations

1.1.3 References

CRC 01 COPRO	General certification regulations for the certification of products in the construction sector under the COPRO mark
PTV 845-1	Technical Prescriptions for Prefabricated synthetic liners for manholes and inspection chambers – Product requirements
PTV 845-2	Technical Prescriptions for Prefabricated synthetic liners for manholes and inspection chambers – System requirements
RNR 45	Regulatory note for gauging, calibrations and checks on checking equipment for the certification of prefabricated synthetic liners for manholes and inspection chambers
TAR COPRO	Financial system within the framework of the COPRO-mark of conformity
TAR 45	Financial system within the framework of the COPRO-certification of prefabricated synthetic liners for manholes and inspection chambers

These Application Regulations specify dated and undated reference documents. For dated references, only the cited version applies. For undated references, the latest version always applies, including any errata, addenda and amendments.

For any EN standards referred to in these Regulations, it shall always be the corresponding Belgian NBN EN publication that applies. The certification body may allow the use of a publication other than the Belgian publication, provided that the content is identical to the Belgian publication.

1.2 AVAILABILITY OF THE CERTIFICATION REGULATIONS

This clause describes how the certification regulations are made available.

The current version of the certification regulations is available free of charge on the certification body's website.

A printed version of the certification regulations can be ordered from the certification body. The certification body has the right to charge for these.

It is not permitted to make any modifications to the original certification regulations approved by the Advisory Board and/or the Management Body of COPRO.

1.3 STATUS OF THESE APPLICATION REGULATIONS

This clause refers to the data concerning the version, approval and ratification of these Application Regulations.

1.3.1 Status of these Application Regulations

This Application Regulations concerns version 2.0 and replaces version 1.0.

1.3.2 Approval of these Application Regulations

These Application Regulations were approved by the Advisory Board on the 20th of November 2023.

1.3.3 Ratification of these Application Regulations

This Application Regulations was ratified by the Management Body of COPRO on the 12th of December 2023.

1.5 QUESTIONS AND OBSERVATIONS

Questions or observations concerning the certification regulations must be sent to the certification body.

2 OVERVIEW OF PRODUCT CERTIFICATION

This clause indicates who is responsible for preparing the certification regulations. The objectives and scope of the product certification are described.

2.1 PREPARATION OF THE CERTIFICATION REGULATIONS

This clause indicates who is responsible for preparing the various certification regulations.

2.1.2 Preparation of these Application Regulations

A specific Application Regulation shall be drawn up for each product. This is done in principle by a specialist technical advisory board on which the parties with an interest in the area of the product in question are represented. COPRO shall be responsible for organising the advisory board (clause 3.1.4).

The structure of these Application Regulations follows the structure of the General Certification Regulations CRC 01 COPRO, supplementing the provisions of the same.

With the exception of the additions and/or changes set out in these Application Regulations, the clauses of the General Certification Regulations CRC 01 COPRO apply.

These clauses refer to the clauses of the General Certification Regulations CRC 01 COPRO.

2.2 OBJECTIVES

This clause describes the objectives of the certification regulations and the product certification.

2.2.2 The goal of these Application Regulations

- 2.2.2.1 These Application Regulations contain all the specific and additional rules for the certification of prefabricated synthetic liners for manholes and inspection chambers. They also contain the rules relating to applications for a certification and additional information.
- 2.2.2.2 These Application Regulations shall be used by the certification body and the inspection bodies in carrying out their tasks, e.g. when dealing with the certification application and external surveillance.

2.2.3 The goal of the product certification

The COPRO mark is a voluntary mark that is owned by the non-profit organisation COPRO.

The COPRO mark is intended to confirm the confidence in the actions taken by the supplier with regard to the declaration of the conformity of a product with the reference documents. These reference documents may be agreed in a public voluntary framework and may be based on Belgian, European or international legislation.

The COPRO mark thus offers the client a sufficient degree of certainty that the product satisfies the well-defined quality requirements.

The COPRO mark does not declare the product's conformity with its performance and characteristics as stated by the supplier, but confirms that a sufficient degree of confidence indicates that the supplier is permanently capable of guaranteeing the conformity of a product that it produces and/or supplies in accordance with the rules set out in the reference documents.

The COPRO mark acts in the public interest by promoting the best practices in construction and thus contributes to technical and economic progress.

These application regulations are, furthermore, conceived in such a way that precisely those aspects are safeguarded that are important for the prefabricated synthetic liners for manholes and inspection chambers according to the interested parties. This concerns, among other things, improving consumer protection, meeting the expectations of the market and defending the public interest.

Under no circumstances does the certification affect the liability of the designer, the author of the tender document, the design or research consultancy, the contractor or the supplier.

2.3 SCOPE

The scope of the product certification is described in this clause. It states what is and what is not included in the product certification. The different types of certification regulations and reference documents are listed. There may also be a possibility of supplying some production parts not covered by the COPRO mark.

2.3.1 Object of product certification

2.3.1.1 The object of product certification is the control of production and supply of prefabricated synthetic liners for manholes and inspection chambers.

In this regard, we can look at:

- implementing and monitoring a quality plan;
- determining the client's requirements;
- the possible type testing of a product article or product type;
- the selection and receipt of the raw materials and semi-products to be used in the production;
- the use of appropriate equipment and staff;
- the actual production;
- the controls on raw materials and semi-products;
- the controls on the production process;
- the controls on the prefabricated synthetic liners for manholes and inspection chambers;
- the recording and archiving of all relevant data and results.

The product types that belong to the certified production part are all prefabricated synthetic liners for manholes and inspection chambers that finally will be used in COPRO- or BENOR-certified manholes and inspection chambers.

To be considered as a product, the prefabricated synthetic liner has to contain the base part of the liner. A shaft lining (or so-called riser) on itself can not be considered as a product, but shall be considered as a semi-product.

The input for the certification consists of all relevant requirements of the applicable reference documents relating to the prefabricated synthetic liners for manholes and inspection chambers. The output is a conforming prefabricated synthetic liner for a manhole or inspection chamber, made traceable on the basis of a prescribed set of records of controls.

2.3.1.2 The conformity of the raw materials and semi-products used in production also falls under the product certification.

The supplier uses the appropriate raw materials and semi-products, and provision may optionally be made to use certified raw materials and semi-products and/or carry out a control on the raw materials and semi-products used. Depending on the results of this control, the supplier takes appropriate actions, in accordance with these Application Regulations.

2.3.1.3 The conformity of the manhole or inspection chamber itself is not covered by the product certification.

The use of compliant prefabricated synthetic liners for manholes and inspection chambers is an essential link in the realisation of a high quality and conforming construction. However, given that there are still parameters that are not covered by the product certification of prefabricated synthetic liners for manholes and inspection chambers, this certification cannot fully guarantee that the resulting structure will meet the project owner's quality requirements. The parameters not covered by the product certification include:

- the design of the manhole or inspection chamber;
- products not falling within the scope of the product certification;
- the system requirements as described in PTV 845-2.

2.3.3. General Certification Regulations for the certification of products in the construction sector

2.3.3.1 These Application Regulations apply to the issue of a COPRO certificate and the use of the COPRO mark for prefabricated synthetic liners for manholes and inspection chambers in accordance with a Technical Prescription (PTV).

The applicable reference documents are set out in clause 2.3.6.

2.3.3.2 COPRO certification of prefabricated synthetic liners for manholes and inspection chambers is voluntary.

2.3.5 Additional regulations and circulars

2.3.5.3 The rates that apply in the context of product certification are included in the Tariff Regulations for the Certification of Products TAR COPRO and the Tariff Regulations for the Certification of prefabricated synthetic liners for manholes and inspection chambers TAR 45.

2.3.6 Reference documents

2.3.6.1 There are no applicable standards.

2.3.6.2 There are no applicable tender documents.

2.3.6.3 The applicable Technical Prescription is PTV 845-1.

2.3.6.4 Other applicable reference documents are mentioned in clause 1.1.3.

2.3.8 Exempt production parts to which the COPRO mark does not apply

- 2.3.8.1 There are no production parts that are constantly delivered outside of the COPRO mark.
- 2.3.8.2 The following production parts may be supplied outside the COPRO mark:
- product types and production parts whose characteristics differ from the certified products in a clear and recognisable way for the client; supplying products sometimes covered by and sometimes outside the COPRO mark is not permitted;
 - production parts supplied for the use in manholes and inspection chambers without COPRO- or BENOR-mark.

2.4 CERTIFICATE

This clause describes the rules relating to the certificate.

2.4.2 Scope of the certificate

2.4.2.1 Each certificate is issued per product and per production unit. The scope of the certificate may be limited to the set of characteristics of the prefabricated synthetic liners for manholes and inspection chambers, as specified in these Application Regulations.

2.4.2.3 By issuing the certificate, the certification body acknowledges that there is a sufficient degree of confidence in the actions taken by the certificate holder in order to ensure the conformity of prefabricated synthetic liners for manholes and inspection chambers to the reference documents.

2.4.3 The certificate

2.4.3.1 The certificate must contain at least the following information:

- the certificate number;
- the identity of the certification body;
- the identity and registered office of the certificate holder;
- the identity, the identification number and the address of the production unit;
- the reference documents;
- the date of issue of the certificate;
- a reference to the certification body's website, with regard to the validity of the certificate;
- the scope of the certificate.

The certificate describes the product in accordance with the Application Regulations.

2.5 IDENTIFICATION OF THE PRODUCT

This clause focuses on the identification of the prefabricated synthetic liners for manholes and inspection chambers. In addition to an internal and public identification there is also the COPRO mark, which may be used by the certificate holder only under strict conditions.

2.5.1 Internal identification

The producer may identify his products by the means of an internal identification. The certification body can oblige to modify this internal identification method if it can lead to confusion on the market.

2.5.2 Public identification

There are no rules regarding the public identification of the prefabricated synthetic liners for manholes and inspection chambers.

2.5.3 Identification using the COPRO mark

The supply of a product article under the COPRO mark is illustrated by means of an identification marking on the product itself. This is done in accordance with clause 2.6.3.

2.5.4 Identification of exempt production parts

An exempt production part may never be identified with the COPRO mark and for these production parts can never be referred to the COPRO mark.

2.5.5 Delivery note

2.5.5.2 The delivery notes are made according to PTV 845-1 clause 5.3. The following information is additionally stated on each delivery note:

- product article technical data sheet's code (fast code) in the following form: "Technical data sheet: fast code AAAA/CCCC (see extranet.copro.eu)" or "TDS: fast code AAAA/CCCC", whereby the fast code satisfies clause 2.7.2;
- once the certificate has been issued, reference may be made to the COPRO mark, for each certified product article, in accordance with the rules of clause 2.6.4.

2.7 TECHNICAL DATA SHEET

2.7.1 General

- 2.7.1.1 The supplier shall prepare a technical data sheet for each certified product article.
- 2.7.1.2 All characteristics listed on the technical data sheet is based on the type test.
- 2.7.1.3 For each delivery of a prefabricated synthetic liners for manholes and inspection chambers, the client must be provided with the corresponding valid technical data. This is made possible by the certification body's website.
- 2.7.1.4 The information and results contained in the technical data sheet are used to assess the results of the self-monitoring and external control.

3 THE STAKEHOLDERS

This clause deals with the various parties involved in the product certification.

3.2 INSPECTION BODY

This clause deals with the cooperation of the certification body with the inspection body.

3.2.2 Designation of the inspection body

- 3.2.2.1 COPRO acts as the inspection body for prefabricated synthetic liners for manholes and inspection chambers.
- 3.2.2.2 Not applicable.
- 3.2.2.3 Not applicable.

3.3 SUPPLIER

This clause deals with the supplier, the key player in the delivery of prefabricated synthetic liners for manholes and inspection chambers and therefore also in the product certification. A supplier may be a producer, distributor or importer. He is the player who is responsible for ensuring that the prefabricated synthetic liners for manholes and inspection chambers meets the requirements on which the certification is based and guarantees this to the client.

3.3.2 Possible suppliers

- 3.3.2.1 In these Application Regulations the term 'supplier' is used for an applicant or certificate holder.
- 3.3.2.2 A supplier can be the producer, the distributor or the importer. When different companies are involved in the certification then all parties have to agree by means of a written and signed document, how their responsibilities regarding the certification process are organised.

4 REQUIREMENTS FOR A CERTIFIED PRODUCT

This clause describes what is required to achieve a certified prefabricated synthetic liner for manholes and inspection chambers. In the first place, this means a competent staff. With appropriate equipment and compliant materials this staff produces the prefabricated synthetic liner for manholes and inspection chambers at a specific production unit. On every product article, an initial type test is required. The production and everything that comes with it must be carried out in accordance with a documented quality plan.

4.2 EQUIPMENT

This clause describes the rules relating to equipment. A distinction is made between production equipment and control equipment.

4.2.2 Laboratory and control equipment

- 4.2.2.2 The supplier may refer to an external laboratory for some or all of the controls within the framework of the self-monitoring system, to which the requirements of clause 3.4 are applicable. The reciprocal obligations of the supplier and the external laboratory for self-monitoring are defined in a written agreement.
- 4.2.2.4 For all tests foreseen in this application regulations regarding the self-control, the producer may use an external laboratory.

4.3 RAW MATERIALS AND SEMI-PRODUCTS

This clause describes the rules relating to raw materials and semi-products.

4.3.2 Validation of raw materials and semi-products

- 4.3.2.1 The supplier must have an overview of all the validated raw materials and semi-products that may be used in a production.
- 4.3.2.2 The supplier must have the technical data sheet and, if appropriate, the certificate for each validated raw material and semi-product.

4.3.3 Supply of raw materials and semi-products

The supply of raw materials and semi-products is registered in the registry of the raw materials and semi-products according clause 6.1.2.3. In this registry, all delivery documents regarding the raw materials and semi-products are stored.

4.3.4 Storage of raw materials and semi-products

The raw materials and semi-products are stored in a way that contamination of the raw material and and semi-products is impossible. Every raw material and semi-product is identified. Every type of raw material and semi-product is stored separately.

The supplier must take the necessary actions to guarantee the identification and quality of the raw materials and semi-products.

4.3.5 Disposal of raw materials and semi-products

The disposal of raw materials and semi-products is registered in the register of the raw materials and semi-products. Every disposal of raw materials and semi-products is accompanied with a disposal note that is stored in the register of raw materials and semi-products.

4.5 PRODUCT

This clause describes the rules relating to the product itself. This covers everything from the determination of the requirements, production, up to the delivery of the product.

4.5.1 Period of activity

4.5.1.1 In the event of production or delivery under the COPRO mark continuing to be interrupted, a minimum of external surveillance is provided (clause 7.2.3.2).

If production and delivery under the COPRO mark continue to be interrupted, the certificate holder can also opt at his own request for a suspension of the certificate in accordance with clause 2.4.7.

4.5.1.2 To maintain the confidence in the self-control after an interruption of the period of activity, the inspection body may execute an additional inspection prior to the restart of the production.

4.5.2 Determination, evaluation and communication of the requirements

Not applicable.

4.5.3 Client's order

Not applicable.

4.5.4 Production planning

Not applicable.

4.5.5 Production plan

4.5.5.1 The supplier must draw up a production plan. This production plan must satisfy the requirements of the reference documents and includes the following points:

- the equipment to be used;
- the raw materials and semi-products to be used;
- the production parameters to be applied.

4.5.5.2 The production plan must be filed in the production register, in accordance with clause 6.1.2.3.

4.5.7 Waste disposal

Not applicable.

4.6 QUALITY PLAN

This article describes the rules that are imposed on the supplier's quality plan. The quality plan includes a quality manual and a technical file. The quality manual relates to the organisation of the supplier and the different procedures. The technical file may be regarded as a supplementary file with lists, summaries and reports about all kinds of related issues.

4.6.2 Quality manual

4.6.2.3 For those parts of the quality manual the supplier is required to notify the certification body immediately of any temporary or permanent change resulting in a discrepancy with the situation described in the quality manual:

Organogram and procedures relating to the outsourcing of controls and activities, to dealing with deficiencies, to measures for non-compliant production parts and to the controls.

4.6.3 Technical file

4.6.3.3 For those parts of the technical file the supplier is required to notify the certification body immediately of any temporary or permanent change resulting in a discrepancy with the situation described in the technical file:

Parts b, e and g described in clause 4.6.3.2.

4.7 TYPE TEST

This clause deals with the required type testing of the product. It is more commonly called (Initial) Type Testing or ITT or determination of product type. It is possible that a distinction may be made between an initial type test and a repeat type test.

4.7.1 General

4.7.1.1 The type test meets the requirements of PTV 845-1.

The use of laboratory samples must be approved by the certification body prior to the fabrication of those samples.

4.7.1.2 The type tests shall in principle be carried out by the supplier. If the supplier does not itself conduct certain controls of the type test, these shall be performed by an external laboratory that satisfies the requirements of clause 3.4.

4.7.2 Scope

When a new raw material or semi-product will be used (new supplier, new type of raw material or semi-product, new specification of the raw material or semi-product), the producer has to examine the influence of the change of the raw material or semi-products with respect to the conformity of the final product. Therefore it can be necessary to test one or more non-dimensional requirement(s) of the final product prior to the approval of the new raw material or semi-product.

4.7.3 Requirements

The tests that are carried out for each type test are mentioned in PTV 845-1.

4.7.4 Type test report

4.7.4.1 The form, content and identification of this report have to be approved by the inspection body.

4.7.4.2 All data and results of the type test are preserved in a traceable manner for a period of at least 10 years after the end of the validity of the type test.

4.7.4.3 Each type test report shall be submitted to the certification body whenever the certification body asks for it.

4.7.5 Validity

4.7.5.1 Only reports approved by the producer are valid.

4.7.5.2 A type test is valid until there are changes in raw materials, semi-products or production method that modifies the characteristics of the final product related to the type test.

4.7.7 Repeat type test

Not applicable.

4.7.8 External surveillance

See clause 7.2.

5 OBTAINING A CERTIFICATE

This clause describes how a supplier can apply for and ultimately obtain a certificate and the rules that must be followed.

5.2 APPLICATION PERIOD

This clause deals with the period between the receipt of the application and the issue of the certificate. It describes what is authorised during that period, what must be done and what must not be done.

5.2.4 Trial period

5.2.4.2 The trial period commences on the date of the initial inspection, subject to the favourable opinion of the inspection body.

Before the trial period can start, the following results of the start-up inspection must be completed:

- availability of trained staff;
- availability of all necessary conforming and calibrated control equipment;
- a compliant production unit (storage, ...);
- availability of raw materials and semi-products;
- availability of all relevant reference documents;
- a draft quality plan.

5.2.4.3 The minimum duration of the trial period is 10 production days and the maximum duration of the trial period is 1 year.

5.2.5 Self-monitoring during the trial period

During the trial period, the self-monitoring applies as stipulated in clause 6. Before the end of the trial period, all type tests have to be executed.

5.2.7 External surveillance during the trial period

During the trial period, the external surveillance as set out in clause 7 is applied.

5.2.8 Closure of the application file

5.2.8.1 If the trial period cannot be closed with a positive result after the period of one year, the applicant is notified in writing by the certification body of the closure of the application file. The applicant may then, if desired, submit a new application.

6 SELF-MONITORING

This clause deals with the control carried out by the supplier as part of the product certification. It contains details of what must be monitored and how the supplier guarantees the traceability of the controls and results. It also indicates what must be done in the event of deviations.

6.1 REGISTRATION AND ARCHIVING

This clause sets out the rules relating to the traceable archiving of monitoring, controls and results.

6.1.2 Registers

6.1.2.3 Type test register:

In this register, all relevant data regarding the type test is saved.

Raw materials and semi-products register:

In this register, all relevant data regarding the raw materials and semi-products is saved. In particular, the technical data sheets regarding the approved raw materials and semi-products, the delivery notes and the proof of acceptance of a delivery are important data.

Production register:

In this register, all data regarding the production is saved.

Tests register:

In this register, all data regarding the executed tests (internal and external) are saved.

Stock and deliveries register:

In this register, all data regarding the stock and deliveries is saved. In particular, all delivery notes are stored in this register.

Equipment register:

In this register, all data regarding the equipment is saved.

Maintenance register:

In this register, all data regarding the maintenance is saved.

Control equipment register:

In this register, all data regarding the control equipment is saved.

Complaints register (see clause 8.1.4):

In this register, all data regarding the complaints (internal and external) is saved.

6.1.2.5 All registers shall be available for inspection at the production unit. On request of the supplier, this may be deviated from.

6.1.2.7 During the inspection, the inspection body may mark the pages of a register.

6.1.2.9 All registers may be kept digital (a paper copy should be always available if necessary).

6.1.2.10 The inspection body can provide forms to be completed by the supplier at the inspection body's website.

6.2 CONTROLS WITHIN THE FRAMEWORK OF SELF-MONITORING

This clause sets out the rules in relation to all checks carried out by the supplier as part of the self-monitoring process in the context of product certification.

6.2.2 Control locations

The controls may be carried out:

- at the production unit;
- at a distributor, at an importer or at the place of delivery;
- at another location.

6.2.3 Self-monitoring of raw materials and semi-products

For every type of raw material and semi-products, the producer has to specify his internal specifications (supplier, requirements, test frequencies, ...).

For the testing of semi-products, the relevant tests of clause 6.2.4 up until 6.2.7 have to be taken into account.

When a raw material or semi-product is delivered, the producer has to check if the delivery note and the accompanying documents are according the internal specifications. When the internal specifications requires some tests, the producer has to execute those tests prior to the acceptance of the delmivery (unless otherwise specified in the internal specifications). In case of doubt, the producer can decide to perform some tests on the raw material or semi-product before accepting the delivery.

Every decision has to be recorded.

6.2.4 Self-monitoring of the production unit

The producer has to monitor constantly the production unit (stock of raw materials and semi-products, stock of the finished product). All observations have to be recorded, together with the actions taken.

6.2.5 Self-monitoring of the production process

The producer has to monitor constantly the production process. All observations have to be recorded, together with the actions taken.

6.2.6 Self-monitoring of the product

On the finished product, at least the following tests are executed:

Liners and connection sockets from PU:

Property	Frequency
Dimensional requirements	1 / production day
Density	1 / production week
Shore D hardness	1 / production week
Flexural properties: flexural stress flexural strain flexural modulus	2 / year
Charpy impact properties	2 / year
Wall thickness	1 / production week

Each of these properties is determined according to the test method mentioned in PTV 845-1.

Liners and connection sockets from PP:

Property	Frequency
Dimensional requirements	1 / production day
Ash content	1 / production week
Density	2 / year
Hardness – Ball indentation method (ball = 5,00 mm ± 0,05 mm)	2 / year
MFR (230 °C – 2160 g)	2 / year
Heat stability – change in dimensions	2 / year
Wall thickness	1 / production week
Tensile strength	To be determined

Each of these properties is determined according to the test method mentioned in PTV 845-1.

Liners and connection sockets from GRP:

Property	Frequency
Dimensional requirements	1 / production day
Inner layer: thickness mineral filler content	1 / production week
Outer layer: mineral filler content mass fiber glass mat glasfiber content	1 / production week
Total layer: thickness	1 / production week
Tensile strength	To be determined

Each of these properties is determined according to the test method mentioned in PTV 845-1.

Connection sockets from PS:

Property	Frequency
Dimensional requirements	1 / production day
Density	2 / year
Hardness (358 N / 30 s)	1 / production month
MFR (200 °C – 5 kg)	2 / year
Heat stability – change in dimensions	2 / year
Wall thickness	1 / production week
Tensile strength	2 / year

Each of these properties is determined according to the test method mentioned in PTV 845-1.

6.2.7 Controls, calibrations and verifications of the equipment

The controls, calibrations and verifications of the production equipment and the control equipment are carried out in accordance with the rules of Regulatory Note RNR 45.

6.3 FOLLOW-UP OF DEVIATIONS

This clause sets out what the supplier must do in the case of deviations.

6.3.1 Dealing with deviations

6.3.1.1 Every deviation has to be clearly identified in the corresponding register. Every corrective or preventive action shall be recorded.

The rules to be followed for determining the deviation of a product are described in clause 6.3.2, 6.3.3 and 6.3.4.

6.3.3 Discovery of a deviation before delivery of the product

6.3.3.4 The delivery of rejected production parts is done at the discretion and under the sole and exclusive responsibility of the supplier.

6.3.4 Discovery of a deviation after delivery of the product

6.3.4.5 All rejected production parts are indelibly marked by the supplier. This is to ensure that the distinction between the approved and rejected parts is unambiguous.

7 EXTERNAL SURVEILLANCE

This clause describes the rules pertaining to the external surveillance by the inspection body in connection with the product certification. The inspections can differ according to their content or the location in which they are conducted.

7.2 INSPECTIONS

This clause deals with the inspections carried out by the inspection body. Inspections may differ according to their content or the location where they take place.

7.2.1 Content of the inspections

7.2.1.3 The standard inspections cover:

- the equipment;
- the control equipment for self-monitoring;
- the raw materials and semi-products, as defined in the Application Regulations;
- the stock of raw materials and semi-products;
- the production process;
- the product;
- the self-monitoring system;
- the implementation of controls within the framework of the self-monitoring system;
- the work books and registers;
- the assessment of self-monitoring results;
- following up changes to the quality plan;
- the identification of the product;
- the use of the COPRO mark;
- the delivery of the product;
- if appropriate, the questionable production parts;
- carrying out controls under the surveillance of the inspection body;
- samples for the comparative tests;
- evaluating the results of the comparative tests and controls carried out under the surveillance of the inspection body;
- carrying out type tests under the surveillance of the inspection body;
- the implementation of corrective actions and corrective measures in case of deviation.

7.2.1.4 The additional inspections may concern:

- controls that were not feasible at the time of the standard inspection;
- controls for the type testing (clause 4.7.8) under surveillance of the inspection body;
- any controls in the external laboratory for self-monitoring;

- the conducting of calibrations and checks and controls under the surveillance of the inspection body in accordance with Regulatory Note RNR 45;
- any additional controls deemed necessary by the certification body, for example in the context of a complaint received or due to suspension or termination by the certificate holder;
- additional checks carried out at the request of the supplier, on identifying deviations in the self-monitoring system, which, according to the provisions of the Application Regulations, require the intervention of the inspection body;
- additional controls carried out as a result of a sanction imposed by the certification body (clause 8.2);
- additional controls at the request of the supplier.

7.2.3 Planning and frequency of the inspections

7.2.3.1 For organisational reasons, the inspections can be conducted with the supplier being noticed in advance.

7.2.3.2 Normally, 2 standard inspections are carried out every year. This frequency can be lowered according to clause 7.6.5.

In the event of production or delivery under the COPRO mark remaining uninterrupted (clause 4.5.1), a minimum of external surveillance is provided.

This minimum external surveillance consists of:

- an inspection within 3 years;
- after a year of interruption: an investigation into the ability of the certificate holder to continue to comply with the rules of the Application Regulations, with, in particular, the changes in personnel, equipment, raw materials, semi-products, the production unit, the product and the quality plan since the previous inspection being checked. This investigation can be done via correspondence.

7.3 CONTROLS IN THE CONTEXT OF EXTERNAL SURVEILLANCE

This clause sets out the rules relating to controls – and often certain tests - carried out within the framework external surveillance. These controls may be carried out by the supplier in the presence of the inspection body and/or by an external laboratory. If they are performed by the supplier's laboratory as well as a control laboratory, this relates to comparative tests.

7.3.1 Controls under the surveillance of the inspection body

- 7.3.1.3 All controls that are executed during the self-control can be executed under the surveillance of the inspection body. All tests that has to be executed in the framework of comparative tests, has to be carried out under the surveillance of the inspection body.
- 7.3.1.7 The transport of test samples to the laboratory is the responsibility of the supplier. The transport costs are payable by the supplier.
- 7.3.1.8 If the control is carried out by a control laboratory, the supplier shall draw up an application for a test that contains all the relevant information concerning the test and the test samples. The supplier takes care that the identification number of the sample and the sealing (if any) is mentioned in the test report. The supplier also grants the control laboratory the right to communicate the results and the report to the inspection or certification body. The inspection body delivers the application fo the test to the control laboratory.
- 7.3.1.9 The control laboratory's test report is sent to the supplier.
- 7.3.1.10 The results of controls under the surveillance of the inspection body are assessed on the same basis as all test conducted during the self control.
- 7.3.1.11 The supplier investigates why the result if a test, conducted under the surveillance of the inspection body, is not conforming the specifications. Therefore, the rules according clause 6.3 will be followed. The reasons for the nonconforming results and the corrective actions will be communicated to the inspection body. The certification body may impose a sanction and an additional internal or external control.

7.3.2 Comparative tests

7.3.2.2 On the liners and the connection sockets, following comparative tests are executed:

Liners and connection sockets from PU:

Property	Frequency
Density	1 / year
Shore D hardness	1 / year
Flexural properties: flexural stress flexural strain flexural modulus	1 / 2 year
Charpy impact properties	1 / 2 year

Each of these properties is determined according to the test method mentioned in PTV 845-1.

Liners and connection sockets from PP:

Property	Frequency
Ash content	1 / year
Density	1 / year
Hardness – Ball indentation method (ball = 5,00 mm ± 0,05 mm)	1 / year
Tensile strength	1 / 2 year

Each of these properties is determined according to the test method mentioned in PTV 845-1.

Liners and connection sockets from GRP:

Property	Frequency
Inner layer: mineral filler content	1 / year
Outer layer: mineral filler content glasfiber content	1 / year
Tensile strength	1 / 2 year

Each of these properties is determined according to the test method mentioned in PTV 845-1.

Connection sockets from PS :

Property	Frequency
Density	1 / year
Hardness (358 N / 30 s)	1 / year
Tensile strength	1 / 2 year

Each of these properties is determined according to the test method mentioned in PTV 845-1.

- 7.3.2.6 The transport of the samples to the control laboratory is the responsibility of the supplier. The transport is at the expense of the supplier.
- 7.3.2.9 The results of the comparative tests are assessed by the inspection body the same way as the tests of the self control are evaluated.
- 7.3.2.10 During the first sampling, an extra sample will be identified that can be used in case of a re-test.

Re-tests can be carried out by the same control laboratory or another laboratory accredited for the tests concerned. If the same laboratory is used then the supplier may, if he wishes, assist during the execution of the re-tests.

The results of the re-test are assessed the same way as the first test.

If the results of the re-test are satisfactory according to clause 7.3.2.9, the results of the first test are not taken into account. If this is not the case, the result of the comparative test is deemed to be definitively unsatisfactory. The certification body may impose a sanction or require an additional internal or external control.

7.6 EVALUATION SYSTEM

This clause describes how the remote control is monitored by the inspection and certification body. The possible sanctions imposed by the certification body are discussed in clause 8.

7.6.3 Points system

Not applicable.

7.6.4 Self-monitoring level

Not applicable.

7.6.5 External surveillance level

7.6.5.1 The frequency for the external surveillance varies in accordance with the results of the external surveillance. The different levels affect the number of inspections.

External surveillance level	Frequency of inspections	Frequency of controls under the surveillance of the inspection body	Frequency of comparative tests
II	2 / year	clause 7.3.1.3	clause 7.3.2.2
I	1 / year	clause 7.3.1.3	clause 7.3.2.2

7.6.5.2 If the results of the external surveillance according to clause 7.3.1.10 or 7.3.2.9 are continuously conforming without any exception, the external surveillance level can be reduced from level II to level I.

7.6.5.3 The minimum period for which the supplier must have a certificate in order to qualify for a lower external surveillance level is 5 years.

7.6.5.4 The minimum period for which the supplier must maintain a certain level of self-monitoring in order to qualify for a lower external surveillance level is 5 years.

7.6.5.5 Not applicable.

7.6.5.6 If the results of the external surveillance according to clause 7.3.1.10 or 7.3.2.9 are nonconforming, this has an immediate impact on the external surveillance level: the external surveillance level goes back to level II.

9 RATES AND INVOICING

This clause contains the financial rules, rates and rules on invoicing.

9.1 FINANCIAL RULES

9.1.5 Additional financial rules

Not applicable.

9.2 RATES

9.2.2 Certification contribution

Both the amounts and the calculation of the period for the certification payments are stipulated in the TAR 45.

9.2.3 Inspection contribution

The amounts of the flat fee per inspection, performance fee, the travel allowance, transport costs and accommodation allowance are stipulated in the TAR COPRO.

9.2.4 Production contribution

Not applicable.
