

March 9, 2009

RE: The difference between a Revision and Addendum simulation uploads

Hi Everyone:

This memo is to provide clarity regarding using a revision or an addendum for simulation uploads.

Revision:

A revision report type contains data that revises / replaces an individual option in a certified product line because the individual product(s) contain inaccurate or incomplete data.

When to use a revision report type:

An individual product currently listed in a certified product line lists a spacer option as single seal spacer system and should be listed as a dual seal spacer system because the manufacturer does not produce a single seal spacer system.

Note: When a revision report type is used, all of the revised data is archived and available for traceability.

Addendum:

An addendum report type contains data that adds an individual option in a certified product line because the manufacturer is **adding** new individual products to the product line.

When to use an addendum report type:

An individual product currently listed in a certified product line contains a softcoat glass option from manufacturer "A" and the window manufacturer requests to add a new softcoat glass option from manufacturer "B".

In cases where the manufacturer is adding and revising options to the same product line, 2 spreadsheets are required: 1 Revision and 1 Addendum report type.

If you have any questions please feel free to contact me at your convenience.

Best regards,

Scott R. Hanlon