



Memorandum

Date: April 16, 2009
TO: NFRC Laboratories and NFRC Inspection Agencies
FROM: Scott R. Hanlon
NFRC Senior Programs Manager
SUBJECT: Validation option formatting and Non-Validation Option selection

Hi Everyone:

This memo will provide you supporting information in regards to properly formatting the “000” option in the upload spreadsheet and reasons when to use the non-validation option.

Non-validation option

There should only be 3 reasons to choose a “Non-Validation Option”:

1. Multi-Purpose Products (Vertical Slider grouped with a Horizontal Slider)
2. Not Applicable (Sim only products – TDDY-SKFX-DASD...etc)
3. Same Product (Products that are uploaded in accordance with Section 4.2.3.1 of the NFRC 100)

NOTE: The Pull down menu should only become available for one of the above 3 instances. (Reference Section 6.1.4 of the NFRC Sim Lab CPD2.0 User Manual)

The screenshot shows the NFRC Certified Products Directory interface. At the top, there is a navigation bar with 'Home', 'Lab Reports', 'IA Info', 'My Account', and 'Codes'. Below this is a 'Log off' button. The main content area features a 'Select IA:' dropdown menu and a 'Submit to IA' button. A 'Non-Validation Option:' dropdown menu is open, showing four options: 'Select Non-validation Option', 'Multi-purpose Products', 'Not Applicable', and 'Same Product'. The 'Multi-purpose Products' option is highlighted. Below the dropdowns is a table with two columns: 'GENERAL INFORMATION' and 'PRODUCT-LINE INFORMATION'. The 'GENERAL INFORMATION' column contains fields for Report Type, Revision Date, Mfr Name, Lab Code, IA Code, Uploaded By, and Upload Date. The 'PRODUCT-LINE INFORMATION' column contains fields for CPD Number, Model / Series, Operator Type, Thermal Break Type, 2004 Model Size, Rating Procedure, and Report Number. To the right of the table is a 'File Version' section with 'Report Type: CPD 2.0' and an 'Add Comment' button.

GENERAL INFORMATION	PRODUCT-LINE INFORMATION	File Version	COMMENTS
Report Type: New	CPD Number:	Report Type: CPD 2.0	Add Comment
Revision Date: 1/1/2009	Model / Series: Alpha Review		
Mfr Name: 123XYZ Company	Operator Type: CSSV		
Lab Code: SNFR	Thermal Break Type: N		
IA Code:	2004 Model Size: 1200mm x 1500mm		
Uploaded By: swendt-snfr	Rating Procedure: 2004		
Upload Date: 4/16/2009	Report Number: Simulation Alpha Review		

Formatting validation option

When a test validation option “000” is correctly entered into the simulation report type the “Non-Validation Option” will be grayed out.

CERTIFIED PRODUCTS DIRECTORY

Home Lab Reports IA Info My Account Codes

Log off

Select IA: [Dropdown] Submit to IA: [Submit] **Non-Validation Option:** [Not Applicable]

GENERAL INFORMATION		PRODUCT-LINE INFORMATION		File Version	COMMENTS
Report Type:	New	CPD Number:		Report Type: CPD 2.0	Add Comment
Revision Date:	3/27/2009	Model / Series:	Header Staging 4-1-09 1		
Mfr Name:	123XYZ Company	Operator Type:	CSSV		
Lab Code:	SNFR	Thermal Break Type:	N		
IA Code:		2004 Model Size:	1200mm x 1500mm		
Uploaded By:	swendit-enfr	Rating Procedure:	2004		
Upload Date:	4/16/2009	Report Number:	Header Staging 4-1-09 Sim 1		

SIMULATION REPORT DETAILS

<< First < Previous Next > Last >> 250 rows

Mfr Prod Code	Product Number	Pane ID #1	Pane ID #2	Pane ID #3	Pane ID #4	Pane ID #5	Pane ID #6	Pane ID #7	Pane ID #8	Pane Thickness #1	Pane Thickness #2	Pane Thickness #3	Pane Thickness #4	Pane Thickness #5	Pane Thickness #6	Pane Thickness #7	Pane Thickness #8	Gap 1	Gap 2	Gap 3	Gap 4	Gap 5	Gap 6	Gap 7	Gap Fill 1	Gap Fill 2
Test #1	1	9001	9001							0.125	0.125							0.5								ARG
Validation Option	0	3176	102							0.394	0.118							0.312								AR3

If the upload with does not require the selection of a “Non-Validation Type” and the spreadsheet contains a Validation option of 000, the “Non-Validation Type” selection may be available because of the following reasons:

Cell formatting

The cell property for the Product Number in the spreadsheet is formatted as Text. Likely from typing in '000 (apostrophe zero zero zero) in order for the 000 to show up in the cell.

Clipboard Font Alignment

B19 '000

1	Mfr Name:	123XYZ Company																									
2	Series/Model #:	Wood Casement																									
3	Operator Type:	CSSV																									
4	Thermal Break Type:	N																									CPD Number
5	Report Type:	New																									
6	Data Check v. 3.08																										
	CPD 2.0																										
7	MfrProdCod (255 Characters)	Product Number	Pane ID #1	Pane ID #2	Pane ID #3	Pane ID #4	Pane ID #5	Pane ID #6	Pane ID #7																		
8	A1-D Spacer	001	9001	9001																							
9	A1-D Spacer	002	3175	102																							
10	A1-D Spacer		3175	104																							
11	A1-D Spacer																										
12	A1-D Spacer																										
13	A1-D Spacer	003	3171	102																							
14	A1-D Spacer		3171	104																							
15	A1-D Spacer																										
16	A1-D Spacer	004	3176	102																							
17	A1-D Spacer		3176	104																							
18	A1-D Spacer																										
19	Validation Option		000	3176	102																						
20																											
21																											

Links in cell

There are existing links in the cells which is most of the time depicted by the green triangle in the upper left corner of the cell.

	381	2001	2154	2001	
Validation Unit	000	2011	2001		

This cell should be formatted as the all other cells of that column, via Special in the format cells option in excel.

This must be corrected prior to submitting to the IA and can be achieved by typing over the old "000" data on the upload and re-upload.

If you have any questions, please feel free to contact [Sherri Wendt](#) or me at your convenience.

Sincerely,



[Scott R. Hanlon](#)

NFRC Senior Programs Manager