



National Fenestration Rating Council Incorporated

NFRC 701.01-2009_[E0A01]

NFRC Simulation Laboratory Application

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FOREWORD

The National Fenestration Rating Council Incorporated (NFRC) sponsors a Laboratory Accreditation Program (LAP) for laboratories wishing to offer thermal performance computer simulation services in accordance with the NFRC Certification Program (PCP). The Accreditation Program (LAP) is intended to ensure technical competence, proficiency, and independence of the laboratories providing NFRC rating services.

This application is for those seeking NFRC accreditation to provide computer simulation services as described in NFRC 100: Procedure for Determining Fenestration Product Thermal Properties (Currently Limited to U-factors), NFRC 500: Procedure for Determining Fenestration Product Condensation Resistance Rating and NFRC 200: Procedure for Determining Fenestration Product Solar Heat Gain Coefficients at Normal Incidence. The procedures and requirements of the Accreditation Program that shall be met in order to become accredited are described in NFRC LAP: Laboratory Accreditation Program.

Please return all required information with completed application to:

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Table of Contents

Foreword.....	ii
Table of Contents	iii
Simulation Laboratory Application	1
ORGANIZATIONAL INFORMATION	1
PERSONNEL.....	3
IN-SERVICE TRAINING AND EDUCATION PROGRAM.....	3
QUALITY CONTROL PROGRAM & OPERATIONS MANUAL	3
1. Terms and Conditions	5

NFRC LABORATORY ACCREDITATION PROGRAM

Simulation Laboratory Application



To ensure that a laboratory's application can be fully evaluated, all requested information should be provided. If additional space is needed, attach additional pages. Incomplete applications will be returned. Application processing takes approximately three weeks after receipt by NFRC of the completed application.

Organizational Information

1. Name of Laboratory: _____
2. Simulator(s) -in-Responsible Charge: _____

3. Address: _____
4. City: _____ State: _____ Zip Code: _____
5. Phone: _____ Fax: _____
Email address: _____
6. NFRC Trained Simulator(s): _____ Diploma Date: _____

7. Type of business: _____
 - Corporation
 - State of Incorporation: _____ Date of Incorporation: _____
 - Partnership (attach list of general and limited partners)
 - Sole Proprietorship - Name of Owner: _____
 - Trade Association
 - Other

8. Provide the Number of Staff (at each location) in your organization involved with:
- | | | | |
|--------------------|-------|-----------------------|-------|
| a. Administration: | _____ | d. Clerical: | _____ |
| b. Professional: | _____ | e. Other (Describe) : | _____ |
| c. Technician: | _____ | f. Total Staff: | _____ |
9. List other accreditation or product certification programs that your organization is licensed under or affiliated with:
- _____
- _____
- _____
10. Number of separate simulation laboratory facilities to be accredited: _____
11. If the location of your laboratory(ies) is different from your main business address, provide the following information for each laboratory:
- Name of laboratory
 - Location (address, city, state and zip codes)
 - Telephone & facsimile numbers, email address, and
 - NFRC Individual(s)-in-Responsible-Charge and their Title(s)
12. Attach a list of employees and an organizational chart showing the relationship of all employee positions to be involved in NFRC accredited simulations. On the organizational chart, please identify the incumbent in each position by name and title. If part of a larger corporate or similar structure, add a second chart showing the relative position of the applicant simulation laboratory (ies) within the corporation. On the organizational chart, identify the person(s) with responsibility for the following in the NFRC Accreditation Program:
- Company Policy
 - Maintaining current job descriptions;
 - Financial matters;
13. Briefly outline your objectives in becoming an accredited laboratory in the NFRC Accreditation Program.
- _____
- _____
- _____
- _____

18. Describe the contents of your Simulation Operations Manual and Quality Control Manual (see NFRC 701.08, Sections 1.5 and 1.6). The NFRC Inspector will review such manuals during initial and on-site inspections, when deemed necessary.

19. Identify the staff responsible for preparing, reviewing and approving your Simulation Operations and Quality Control Manuals.

1. TERMS AND CONDITIONS

The undersigned officer or other duly authorized representative of the applicant laboratory accepts on behalf of the applicant the following terms and conditions:

- A. The laboratory hereby acknowledges receipt of a copy of, and agrees to abide by all conditions and requirements of the NFRC 701: Laboratory Accreditation Program and NFRC 700: Product Certification Program as these document may from time to time exist or be interpreted, including entering into a license agreement.
- B. The laboratory attests that the following conditions with respect to its independence are true and consistently maintained:
 - i. Neither Licensee, its equity owners, officers, directors, managers or employees, nor any affiliate of any such person:
 - a) Has any financial interest in, or family or organizational affiliation to any fenestration product or component manufacturer, supplier or vendor
 - b) Has any financial interest in, or family or organizational affiliation to, any firm for which any one of them provides NFRC-licensed certification services, nor does any such person serve as an equity owner, officer, director, manager or employee of any such firm
 - c) Advocates or recommends the use of any product (or product component) for which the laboratory provides NFRC testing or simulation services
 - d) Advocates or recommends the use of a particular thermal performance certification agency providing NFRC-licensed services
 - e) Is involved in the commercial design or fabrication of fenestration products or components other than performance of contracted simulation or tests.
- C. The laboratory represents and warrants that:
 - i. Neither the laboratory nor any controlling person of the laboratory has filed or had filed against it a petition under any bankruptcy law, or similar event, since 10 years from the first day of this calendar year (example: January 1, 1991).

- ii. Neither the laboratory nor any controlling person of the laboratory has during the previous 10 years been convicted in a criminal proceeding or is named as a defendant in a pending criminal proceeding (excluding traffic violations).
- iii. Neither the laboratory nor any controlling person of the laboratory has been during the previous 10 years or is now the subject of any judicial or administrative proceeding or investigation relating to its fenestration testing services.

If any of the foregoing statements is not applicable, please explain.

- A. The laboratory hereby agrees to promptly pay all fees and other expenses in accordance with NFRC 704.
- B. The laboratory hereby agrees to indemnify and hold harmless NFRC, its officers, directors, members, employees and agents from and against all liability whatever, including attorney's fees and expenses, arising from the decision by NFRC to grant, deny, suspend or revoke accreditation of the laboratory.
- C. If accreditation is granted by NFRC, the laboratory hereby agrees to indemnify and hold harmless NFRC, its officers, directors, members, employees and agents from and against all liability whatever, including attorney's fees and expenses arising from the laboratory's activities relating to simulation or rating products under the NFRC Certification Program.
- D. If accreditation is granted by NFRC, the laboratory hereby agrees that it shall be subject to and shall comply with the NFRC Compliance Assurance Program.

The undersigned certifies that the information supplied above is correct and will notify NFRC promptly of any change in any of the information supplied.

The undersigned acknowledge that any false statement in this application is a ground for denial, suspension or revocation of accreditation.

Organization: _____
 By: (signature) _____
 Print name: _____
 Title: _____
 Date: _____