



NFRC UPDATE

NFRC Staff

July 8, 2016

The National Fenestration Rating Council (NFRC) provides this twice-monthly newsletter to keep you informed of pending deadlines, volunteer opportunities, and NFRC news.

Calendar and Deadlines

July 2016

- July 11, 2016 -- Nominations for NFRC Board of Directors and Member of the Year open. See "[Member Tips](#)" for more information.
- July 19, 2016 -- NFRC ACE training, for those seeking approval to become an NFRC Approved Calculation Entity. Additional details and [registration may be found HERE](#).

August 2016

- August 1, 2016 -- Deadline for chairs of task groups and subcommittees to submit an intent to meet at the Fall Membership meeting.
- August 10, 2016 -- Deadline to submit ballots to the NFRC staff liaison for the Fall Membership Meeting ballot cycle.
- August 19, 2016 -- Fall Ballot Cycle opens.

September 2016

- September 8, 2016 -- Fall Ballot Cycle closes.

October 2016

- October 3-6, 2016 -- Fall Membership Meeting.
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NFRC Staff Announcements

The National Fenestration Rating Council (NFRC) is pleased to announce that Stewart Nicholas has joined NFRC staff and saddened to announce the departure of Dennis Anderson, a long-time NFRC employee and the point of contact for many of NFRC's stakeholders.

Stewart Nicholas joins NFRC staff as the new Manager, NFRC Software Applications. Some will already be familiar with Stewart as he previously worked at Administrative Management Systems, Inc. (AMS, Inc.) and interacted with numerous individuals and organizations in the fenestration industry.

Stewart will be assuming the lead role with development of the Component Modeling Approach Software Tool (CMAST) and the Certified Products Directory (CPD). These software programs have seen tremendous growth and improvement in the last several

years and NFRC is now looking to extend that momentum by bringing in fresh eyes to look at the needs and opportunities for the software users. Stewart may be contacted at 240-821-9506 or at snicholas@nfr.org.

As NFRC welcomes Stewart, we regret to announce that Dennis Anderson has accepted another position and will be leaving NFRC. Dennis has been tireless in his duties as staff liaison for many NFRC task groups, subcommittees, and committees, as well as the primary staff connection for a significant portion of NFRC's participants.

While we wish Dennis every good fortune in the future, we must also make sure that his shoes are adequately filled and therefore, Scott Hanlon will be the contact for those needing assistance in the future. Scott can be contacted at 240-821-9519 or at shanlon@nfr.org.

CPD Large Product Line Project Completed -- Support Materials Now Available

The redesign of the NFRC Certified Products Database (CPD) upload process and spreadsheet has been completed. The release completes Phase II of the Large Product Line project and provides the laboratories and Inspection Agencies (IAs) with a more streamlined work environment within the CPD when processing the new upload spreadsheet in CSV file format. Available for download [HERE](#) are new user manuals, CSV upload templates, the recent memo about the changes, and a link to review the recorded IA and laboratory trainings.

Please note the sunset date of **January 1, 2017** for uploading XLS reports to the CPD.

NFRC Meeting Information

- **Dates through 2018**

The following dates have been set for the NFRC's Spring and Fall meetings through 2017. The dates have been vetted thoroughly, are published early, and were reported to affiliated industry contacts to avoid potential conflict. Please mark your calendars with the following meeting dates through the fall of 2017:

2016

- Fall Membership Meeting: October 3-6, 2016
Denver, Colorado. Additional details will be available by early August 2016.

2017

- Spring Committee Meeting -- March 27-29, 2017
Alexandria, Virginia
- Fall Membership Meeting -- September 25-28, 2017
San Diego, California

2018*

- Spring Committte Meeting -- March 19-21, 2018*
- Fall Membership Meeting -- October 6-9, 2018*

*dates may change

Member Tips

The following seats on the NFRC Board of Directors are open for nomination this year:

- **General Interest** (*specified, not-for-profit institution of research or higher education*), currently held by Ravi Srinivasan
- **Fenestration Industry** (*glass manufacturer*) currently held by Paul Bush
- **Fenestration Industry** (*not specified*) currently held by Joe Jonely
- **General Interest** (*not specified*) currently held by Bipin Shah

All nominees must be current NFRC members and they must fit the category for the seat nominated. Only NFRC members may nominate people for the board. [The nomination form may be accessed HERE.](#)

In addition to the open board seats, nominations for the 2016 Member of the Year will also be accepted now. This award is given to the NFRC Member who has demonstrated exceptional commitment to NFRC in the past year. [The nomination form for the Member of Year is available HERE.](#)

Nominating periods for both the Board of Directors and Member of the Year Award will run July 11 – August 12, 2016.

Any questions may be directed to [Jessica Finn](#), NFRC Meetings and Membership Manager, at 240-821-9512.

Volunteer Opportunities

- The [Certification Policy Committee \(CPC\)](#) is seeking a volunteer for the role of Chair. The CPC oversees NFRC's fenestration product certification program, including: issuing policy interpretations relating to fenestration product certification or independent inspection agency licensing; maintaining challenge procedures as well as ruling on appeals properly brought pursuant to procedures established by the Board of Directors or set forth in program documents; recommending modifications to NFRC's product certification program, and administering the *NFRC 702: Certification Agency Program* and *NFRC 706: Requirements for Participating Insulating Glass Certification Programs* documents.

This position requires being the representative of an NFRC member company in good standing. The NFRC Board of Directors will choose the CPC Chair from those who submit their names; chairs for all policy committees also serve as ex-officio members of the Board. The CPC meets monthly.

If interested in submitting your name for consideration, please contact [Scott Hanlon](#) at 240-821-9519.

- The [Technical Interpretations Policy Committee \(TIPC\)](#) is currently seeking members. TIPC is a board-appointed policy committee that handles interpretation requests relating to NFRC's technical procedures, and governs the simulation manual. To maintain a desired balance, we are seeking an employee of a fenestration product manufacturer to fill the pending opening on the committee, although members of all types are welcome to submit their names for consideration.

(In addition to the chair, the committee aims to include the chairs of the Technical Committee and the Ratings Committee, and at least two manufacturers, two lab representatives, and one inspection agency representative.) The time commitment is a one-hour conference call each month plus time to review submitted technical interpretations and changes to the simulation manual. This is an excellent employment development opportunity with little time commitment while providing a valuable volunteer service to NFRC. We appreciate your consideration. Please contact TIPC chair [Tom Culp](#) or NFRC staff liaison [Dennis Anderson](#) for more information.

- The [ANS Standards Committee](#) is seeking members, particularly in the User and General Interest categories. This group is responsible for the adoption and revisions to ANSI/NFRC 100, ANSI/NFRC 200, and ANSI/NFRC 400, and to ensure the ANSI consensus process is followed. Additional information (including definitions of the member categories) and the applications for the committee may be found on the group page linked or you may contact [Robin Merrifield](#) at 240-821-9513.
- The [NFRC 700 PCP Certification Subcommittee](#) is looking for a new Chair. The scope of this group is "to create and maintain Product Certification Program (PCP) document and procedures." To volunteer for this position, please submit your name to [Scott Hanlon](#).
- [Certification Process Streamline Task Group](#) was formed at the NFRC 2016 Spring Committee Meeting. The scope of the group is: "Review all requirements of NFRC Product Certification Procedures with the goal of removing non-value added steps to streamline the whole certification process." For more information on this group, please visit the group page (where you may request to join), or contact [Sherri Wendt](#) at 240-821-9516.
- [TDD Labeling Work Group](#) was formed at the NFRC Spring Committee Meeting to determine a process that is acceptable to NFRC for TDDs that have a common element with additional options at time of customer purchase. For more information on this group, please visit the group page (where you may request to join) or contact [Sherri Wendt](#) at 240-821-9516.
- Volunteer opportunities are always listed on the [NFRC community](#).

NFRC Billing Notice

Invoices for the 2016 April Product Line Fees were emailed on April 4, 2016.

NFRC offers the ability to pay invoices online. Once logged in, you will see all of the open invoices. This is a secure site and it is PCI Compliant. It will not process payments automatically. If you choose to pay by credit card, click here: [PAYMENT PORTAL](#).

Information on the NFRC billing and invoices may be found in a brief explanatory video, [located HERE](#).

If you have any questions regarding billing or the new portal, please contact us at accounting@nfr.org.

NFRC is the recognized leader in energy performance rating and certification programs for fenestration products. Visit *NFRC News Now* for the latest fenestration-related information.

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