



Documented Quality Control System Guide and description of minimum requirements.

August 2015

This guide provides descriptions of the requirements for NFRC Licensee documented quality control system, per the NFRC 700, Section 8.2.

8.2.

- A. An NFRC Licensee shall establish and maintain a documented in-plant quality control system acceptable to the IA to assure accuracy and consistency as it relates to NFRC energy performance characteristics of rated products. The Licensee's quality control system is subject to IA approval for licensing and certification authorization and shall be reviewed by the IA at the time of each inspection.

[The IA will conduct annual plant inspections at each manufacturing facility as set in the NFRC 700, Section 8.6, which will include the review of all documented quality control system documents including record of audits, methods, and required personnel.]

- B. The documented in-plant quality control system shall contain the minimum following requirements:

- A. A process to ensure consistency with Manufacturer's specifications and drawings used for NFRC-certification, (i.e.: material types, wall thickness, profile dimensions, open cavities, stiffeners) for the following:

- a) Audit of incoming material;

[Maintain a record of acceptance or disposition of non-conformance of incoming material.]

- b) Audit of in-process material;

[Maintain a record of audits conducted on materials and components used to fabricate whole products to ensure consistency with the specifications to the Manufacturer's drawings used for NFRC-certification.]

- i. Identify critical in-house inspection requirements including but not limited to the following periodic inspection of a fully assembled product:

- c) Proper labeling;

- d) Product is built in accordance with certification authorization.

[A minimum number of finished product intended for NFRC-certification shall be examined on a set schedule as determined by the Licensee and shall meet the minimum requirements of the IA and is conducted by the quality control auditor at each manufacturing facility (see section 8.2.G). Maintain records of each quality control including review of the label applied to the unit and that it conforms to the

current NFRC 700 labeling requirements for NFRC Permanent and Temporary labels; review of the product and that it is built per the specified requirements in the Manufacturer's drawings used for NFRC-certification.]

- ii. Method for identifying, isolating, and disposition of material or products with non-conformities;

[Maintain a method for handling non-conformities of incoming material, in-process material, and fully assembled products.]

- iii. Current organizational chart by position applicable to their NFRC License Agreement;

[Minimum requirements for each Licensee's organizational chart shall include those positions identified in the NFRC 700 section 8.2: (E) quality control personnel for each Licensee; (F) supervise production personnel at each manufacturing facility; (G) quality control auditor personnel at each manufacturing facility.]

- C. The Licensee's documented quality control system shall be kept current including all modifications and revision dates.

[Acceptable methods of identifying modifications and revision dates can be per the following; addendums, revision logs, file names with dates.]