



Memorandum

Date: October 21, 2016

TO: NFRC Accredited Simulation and Thermal Test Laboratories; NFRC Licensed Inspection Agencies

FROM: Sherri Wendt, Applications Support Specialist

SUBJECT: CPD Updates

This memorandum is to notify Simulation and Test Laboratories and Inspection Agencies of recent modifications deployed to the NFRC Certified Product Directory (<http://cpd.nfrc.org>):

- I) Manufacturer Product Code can now be edited by the IA without error screens.
- II) APD – Expiration dates displayed on the product line summary page will no longer be affected by editing of a product line but will remain at the 4 or 5 year certification cycle.
- III) CSV uploads now populate in exact order as listed in the spreadsheet. Previous uploads which appeared out of order and are pending IA review will now appear in the proper numerical order and can be used for product line generation.

Other helpful items recently requested:

- I) Once product lines are grouped with a group leader, the order is not reversible at time of recertification. i.e., At initial certification a VSSH is the validation unit over a HSSX; if at time of recertification an HSSX is sent as validation unit, the CPD will not allow the HSSX to become the validation product line. Contact NFRC staff if the scenario does occur and edits to CPD grouping are required.
- II) CPD options will grow to more than 5 digit numbers. However, the CPD max product option numbering is 2,147,483,647. It has been verified that a Certificate of Authorization (CA) will print more than 5 digit option in the range set.

Reminders:

- I) Sunset date of January 1, 2017 for uploading XLS reports to the CPD.

Any questions or comments can be emailed to the NFRC Applications Team (support@nfr.org).

Sincerely,

Sherri Wendt
Applications Support Specialist