3. **ADDENDUM**

This addendum includes the Translucent Panel Sample Ballot from the NFRC Spring 2012 Committee Week, and the Temporary Label on Fenestration Box/Packaging Ballot, Modifications to a Product Line Ballot, and Section 6.4.B Ballot from the NFRC Fall 2012 Membership Meeting, and were implemented in version 2012-E1A2 and reaffirmed as version 2013-E0A0 from version 2012-E1A1. The following is a summary of the changes:

- **Section 4.3.4.5 (New Language)**
  - Addition of language to set the requirements of samples submitted for translucent panel ratings.

- **Section 4.3.5**
  - This language was revised to clarify actions to be taken when a manufacturer has modifications to a product line.

- **Section 6.4.B & C**
  - Language clarifications for the intentions of allowing a manufacturer to place labels on a product at the point of final assembly.

- **Section 6.4.D (New Language)**
  - Addition of language to provide requirements when using the NFRC certification values on a box/packaging of a fenestration product for instances such as point of sale packaging, etc; and ensuring proper procedures of format and layout are followed.
The following is a redline of the changes:

**4.3.4 Special Cases**

**4.3.4.5 Translucent Panels**

A. For Products that will be utilizing Translucent Panels, the Center-of-Glass (COG) U-factor, SHGC, and VT values shall be obtained by the licensee per NFRC 100, 102, 201, and 202.

i. If no COG values exist for U-factor, SHGC and VT all three test shall be performed using identical samples and submitted to one or more NFRC accredited testing laboratories.

ii. If the licensee has conducted COG values for U-factor and/or SGHC, an identical sample constructed of the same process and materials shall be submitted for VT testing to an NFRC accredited testing laboratory.

**Page 23**

**4.3.5 Modifications to a Product Line**

Not later than 10 business days after Prior to the adoption of a modification in the design or construction of an NFRC-certified product line, the Licensee shall comply with the following: and prior to the introduction of such modification to the market place, the Licensee shall obtain new NFRC ratings and product certification authorization in accordance with this section unless the certified product has been granted a waiver by the NFRC-licensed IA responsible for the certification authorization of the product. Waivers cannot be granted for modifications that may adversely affect the certified performance rating of the product.

A. If the modification to the product line is within the rules as defined in NFRC 100 and 200, appropriate and sufficient documentation proving the compliance with NFRC procedures shall be submitted to the IA for approval, or

B. If the modification to the product line is outside the rules as defined in NFRC 100 and 200, the manufacturer may request an exemption from NFRC, or

C. The Licensee shall obtain new NFRC ratings and product certification authorization.
6.4 Temporary Certification Labels

A. Temporary Labels shall be of the size, format, and content set forth in Appendix A unless otherwise specified. Subject to the exemptions noted in Appendix A, the label shall include ratings for U-factor, SHGC, and VT.

B. The temporary label shall be affixed to fenestration products, or to the box/packaging containing attachment products, at or prior to the point of manufacture and/or final assembly and shall remain attached throughout product installation and, if necessary, building codes inspection.

C. The temporary label shall be affixed at the point of manufacture and/or final assembly to fenestration products in a manner to provide a clear and unobstructed view of the rating information and is intended to remain attached throughout product installation and building codes inspection ensure a clear and unobstructed view of the rating information when the fenestration product is installed.

D. At the licensee’s discretion, it shall be permitted to display an exact replica of the temporary label for the fenestration product on the box/packaging for that product. If the licensee chooses this option, the replica of the temporary label shall meet the following conditions:

i. Shall not replace the permanent and temporary certification labels required on the product, and

ii. Shall not be transferable/removable.

E. Re-prints of the temporary label shall only be allowed if all of the following conditions are met:

i. The temporary label was removed prior to inspection.

ii. The label is required for code or regulatory compliance

iii. The manufacturer is able to accurately identify the product line and specific glazing option installed.

[NOTE: For labeling non-compliance issues see section 9.1.4.]
2. ADDENDUM

This addendum includes the FMC Requestor Ballot, Temporary Label Description Ballot, Component Challenge Procedure Ballot, and Modifications from 712 Ballot from the NFRC Spring 2012 Membership Meeting, and various errata changes, and was implemented in version 2012-E1A1 from version 2012-E0A0. The following is a summary of the changes:

- **FMC Requestor**
  - Changes were made to Section 6.6.5. The requestor of an FMC may be any entity with or without an NFRC License Agreement.

- **Company Name on Temporary Label**
  - Changes were made to Section A.5.A. New language allows the name of a reseller, distributor, etc., in the description Product Informational section on a temporary label.

- **Reference to new NFRC Challenge and Appeals Procedure**
  - New Section 9.6. Language was added to reference the new NFRC 714 Challenge Procedure Document. The NFRC 714 document allows any entity to challenge a thermophysical component property, or spectral data component used for certification ratings of NFRC rated products.

- **References to NFRC Certificates**
  - Multiple sections were modified to include references to all NFRC label certificates where applicable.

- **Appendix E, flow-chart**
  - Modification to accurately reflect required documents to be sent to an IA.

- **Errata changes were made to the following:**
  - References to NFRC documents
    - 1.1.3.A
    - 1.1.4
    - 1.1.5
  - Figure A-7A: Label example corrections to unused rating box.
The following is a redline of the changes:

Page 3

1.1.3 Role of the IA

A. Under the Certification Program and the IA Program, NFRC-licensed IAs are responsible for meeting the requirements in the NRFC 700 (PCP) and the NFRC 702 (CAP) including, but not limited to, the following functions:

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1.1.4 Role of Laboratory

Licensees participating in the NFRC Certification Program shall use testing and simulation laboratories that are accredited under NFRC’s Laboratory Accreditation Program. For information on the Laboratory Accreditation Program, see the NFRC 702701; (LAP).

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1.1.5 Fees

The NFRC 704, Fee Schedule includes NFRC fees for participating in the Product Certification Program (PCP or Certification Program), the Certification Agency Program (CAP or IA Program) and the Laboratory Accreditation Program (LAP or Accreditation Program). The schedule is a stand-alone document that is maintained on the NFRC website (www.nfrc.org).

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6.6.5 Fenestration Manufacturer Certificate (FMC)

In the event that a properly applied NFRC temporary label has been removed, or at the manufacturer’s discretion upon request from a Responsible Party (i.e., building code official, builder, homeowner), or similar entity, an FMC shall be permitted to be used in the following conditions:

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8.6.1.4 Inspection Reports

A. Not later than 15 business days after the plant inspection, the IA shall deliver to the Licensee, with a copy to NFRC, a report indicating the results of the inspection, including any of the following, to the extent applicable:

i. An indication as to whether the product complies with all requirements necessary to perform to the performance rating claimed on the applied label applied or FMCAuthorized certificate(s).
If the product does not comply with all requirements necessary, then

- **ii.a)** An indication that minor deviations from the performance rating claimed on the applied label or FMC-authorized certificate(s) were found and have been corrected by the Licensee;

- **ii.b)** An indication that minor deviations from the performance rating claimed on the applied label or FMC-authorized certificate(s) were found and that the Licensee is required to correct the deviations and submit the corrected product to the IA for re-inspection; or

- **iv.c)** An indication that serious non-compliance with requirements necessary for the product to perform to the performance rating claimed was found, identifying the failures. "Serious non-compliance" shall mean performance ratings that do not meet NFRC rating standards.

### 9.6 Challenge and Appeals Procedure for Individual Components

NFRC administers a Challenge and Appeals Procedure for challenges made by any person or entity to any thermophysical property or spectral data value of a component used in NFRC Approved Software Programs. Spectral Data is published in the NFRC Spectral Data Library (also known as the IGDB – International Glazing Database), and thermophysical properties are listed in the Appendices to NFRC 101, “Procedure for Determining Thermophysical Properties of Materials”. The procedures for challenges and appeals are set forth in NFRC 714, “Challenge and Appeals Procedure” program document.

### A.5 Required information

**A.** Manufacturer name or identification code shall appear in the space provided.

Examples:

World's Best Window Co. or ABC or 001

- **i.** The name on the Product Information section of the label can be different from the Licensee name.
### Figure A-7A
Minimum Required Label Information and Format (2011)

**World's Best Window Co.**
Series "2000"
Casement
Vinyl Clad Wood Frame
Double Glazing • Argon Fill • Low E
ABC-X-1-00001-00001

<table>
<thead>
<tr>
<th><strong>ENERGY PERFORMANCE RATINGS</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>U-Factor (U.S. / I-P)</td>
<td>0.35</td>
</tr>
<tr>
<td>Solar Heat Gain Coefficient</td>
<td>0.32</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>ADDITIONAL PERFORMANCE RATINGS</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Visible Transmittance</td>
<td>0.51</td>
</tr>
</tbody>
</table>

Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any product and does not warrant the suitability of any product for any specific use. Consult manufacturer’s literature for other product performance information.

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APPENDIX D  NFRC CHALLENGE PROCEDURES

D.1  Right to Challenge NFRC Product Rating and Certification

A. Any person (Challenger) shall have the right to challenge the accuracy of any NFRC product rating or NFRC product certification authorization of a fenestration product (Challenge).

B. A Challenge may be brought with respect to such a product rating or product certification authorization as set forth in:

i. An NFRC Certified Products Directory (CPD);

ii. An NFRC certificate or applied NFRC label, purported NFRC label, or FMC;

iii. Any test or simulation report issued by an NFRC-accredited laboratory, upon which a product certification authorization is based;

iv. Any product certification authorization issued by an NFRC-licensed IA; or

v. Any promotional material or advertising relating to a fenestration product.

C. A Challenge may not be brought if the Challenger has not exhausted the remedy available in an Administrative Request. In the event that the Challenger has exhausted the remedy available in an Administrative Request, a Challenge may be commenced, provided that it is commenced not later than 30 calendar days following the date of NFRC’s notification of its determination (administrative action) in the administrative request.

D. A Challenge may not be brought with respect to any simulation or test report, or product certification authorization issued, product labeled, or FMC generated authorized certificate(s) more than four years prior to the date the Challenge is delivered to the IA. However, in the case of a simulation or test report or product certification authorization, product label, or FMC generated authorized certificate(s) which is alleged to be fraudulent, the four-year period shall not commence until the date such alleged fraud is discovered by the Challenger.

D.16  Independent Certification and Inspection Agency (IA) Submissions

C. Records indicating the number of labels supplied or authorizations to print labels or FMCs for the product subject to challenge.
D.17 Licensee Submissions

D. Records indicating the number of units of the product subject to challenge distributed with NFRC labels or FMC authorized certificate(s).

D.25 Consequences of Suspension by IA or NFRC Challenge Board

In the event of a Challenge Decision by an IA in connection with a Challenge or a Challenge Appeal Decision by the NFRC Challenge Board in connection with a Challenge Appeal, that a Notice of Suspension of product certification authorization for a product subject to challenge shall be issued, the following consequences shall result:

A. Any and all rights of the product Licensee whose product is subject to the Notice of Suspension to use the NFRC name, registered certification mark, certification mark, service mark, rating, product certification authorization, NFRC label, or FMC authorized certificate(s) shall immediately cease with respect to the product subject to suspension;

B. Such product Licensee shall immediately remove NFRC labels from all units of the product and/or shall immediately disassociate NFRC authorized certificate(s) subject to the Notice of Suspension which are then in the Manufacturer's/Responsible Parties production facilities or distribution system;

C. Such product Licensee shall cease advertising NFRC licensing or certification with respect to the product subject to the Notice of Suspension;

D. Such Licensee shall cease labeling and/or use of authorized certificate(s) generating a FMC for the product subject to the Notice of Suspension with any NFRC label, or FMC authorized certificate(s).

D.26 NFRC Legal Rights

If the product Licensee fails to discontinue use of the NFRC name, registered certification mark, certification mark, service mark, rating, product certification authorization, label, or FMC authorized certificate(s), NFRC shall have the right to an immediate temporary injunction restraining the product Licensee from any and all further use of or reference to the NFRC name, any mark, rating, product certification authorization, label, or FMC authorized certificate(s); to the award of damages for harm to NFRC’s name and reputation and to the recovery of any fines that may be assessable under the NFRC 707. CAMP; and to any other remedies that may be available, whether under any NFRC program or under law.
Product Line Recertification Flow Chart

1. **RECERTIFICATION FACTS**
   - Products which have obtained certification authorization shall be subject to recertification prior to the product line expiration date listed on the Certification Authorization Report (CAR), per PCP Section 5.6.
   - Recertification may occur anytime within the certification period.
   - Initial Certification authorization expires four (4) years from the validation test date. Thereafter, certification authorization expires 4 years from the resimulation report date.
   - The mfr may request from the IA a 6-month extension of certification authorization in cases where testing and simulation for recertification have begun but cannot be completed prior to expiration.

2. **Product Evaluation**
   - Simulation - Designate each individual product, within a product line, for which re-certification is desired.
   - Submit information. Simulate and test validated product line and product data.
   - Simulation Lab reviews product line data to identify any modifications to the product line and provide required simulations.
   - For Test-Only Products: Physical Testing
   - Sales Production Data
   - Submit individual product to be tested for recertification
   - Submit to NFRC Accredited Lab for testing

3. **IA Review**
   - The IA will receive the simulation (or test) reports from the designated laboratory.
   - Report and product line data is reviewed; once approved by IA, CAR issued.
   - New CAR for the product line displays the recertification date and new expiration date. Recertification is complete.
1. ADDENDUM

This addendum includes the Door Matrix Label Ballot, Label Reporting Ballot, and New A-2B Description Ballot from the NFRC Fall 2011 Membership Meeting, and were implemented in version 2012-E0A0 from version 2011-E0A3. The following is a summary of the changes:

- **Section 4.3.4.1**
  - The Swinging Door requirement for a product to have greater than 50% glass in order to obtain an SHGC rating is no longer a stipulation and the task group revised the language to reflect such.

- **Section 8.5**
  - This section referenced label counts that will no longer be necessary.

- **Appendix A: A.3**
  - Inclusion of new label A-2B for Doors authorized use.
  - Errata revision of authorized TDD labels.

- **Appendix A: Figures A-2A**
  - The Door Matrix Label was revised with SHGC values to ¼ and ½ lite columns.

- **Appendix A: A-2B**
  - A new Door Matrix Label was added to display the description that may be placed in the “Product Description” area
    - SHGC value changes have been reflected in Figure A-2B from the balloted Figure A-2A in the Door Matrix Label Ballot.
    - Text in red and underlined is for balloting purposes only and will appear as black text in the final document.

- **Renaming Appendix A Titles of Figures A-2C and A-2D (no changes were made to the labels)**

- **Appendix A: A.8**
  - Simplification of language as section 4.1.1 contains all ratings requirements and as section 4.3.4 contains special cases with TDD/HTDDs.
- Appendix B: B.2.A.iii & B.2.B.iii
  - Changes to correct reference to permanent label.
- Appendix B: B.2.C.iv.2
  - The full CPD number is now required and was redundant to B.2.C.iii.1.
- Errata changes for numbering were made to the following:
  - B.2.A.iv
  - B.2.B.vi.
  - B.2.B.ix

The following is a redline of the changes:

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4.3.4 Special Cases

4.3.4.1 Swinging Doors

Swinging door products rated in accordance with NFRC 400200, with a glazing area less than or equal to 50% of the slab or panel area, using a matrix label per Figure A-2A and A-2B are not required to label SHGC and VT ratings.

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8.5 Proper Labeling and Annual Reporting

A Licensee shall comply with all labeling requirements set forth in Section 6.

Each NFRC Licensee producing its own permanent labels shall supply each IA that has authorized certification authorization of the products with a confidential written report of the number of permanent NFRC certification labels affixed to the Licensee’s certified product(s). This report shall be delivered to and received by the IA not later than 30 calendar days after the due date established by the IA.

Each NFRC Attachment Products Licensee shall supply the designated IA with a written report of the number of Attachment Product Label Certificates that have been completed and delivered upon request.

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A.3 Format

Window labels shall conform to the general format and content shown in Figure A-1A, Figure A-3, or Figure A-7A. Door labels shall conform to the general format and content shown in Figure A-1A, Figure A-2A, Figure A-2B, Figure A-3, or Figure A-7A. TDD/HTDD product labels shall conform to the format and content layout shown on Figure A-1B, Figure A-2BC, Figure A-2CD, Figure A-7B, or Figure A-7C.
Figure A-2A
Sample Temporary Door Matrix Label (2011)

World's Best Door Co.
Enterance Door
Insulated Steel Edge Door
ABC-X-1*

ENERGY PERFORMANCE RATINGS

<table>
<thead>
<tr>
<th>Product Description**</th>
<th>U-Factor1 / Solar Heat Gain Coefficient (SHGC)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Individual Option Number</td>
</tr>
<tr>
<td></td>
<td>1/4 Lite &lt;410†</td>
</tr>
<tr>
<td></td>
<td>1/2 Lite &lt;900†</td>
</tr>
<tr>
<td></td>
<td>3/4 Lite &lt;1100†</td>
</tr>
<tr>
<td></td>
<td>Full Lite &gt;1100†</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2/A1/1na/AIR/0.250</th>
<th>2/A1/0.200/3/ARG/0.750</th>
<th>2/A1/1na/AIR/0.675</th>
<th>3/S/3na/AIR/0.250</th>
</tr>
</thead>
<tbody>
<tr>
<td>Default Frame*** Wood</td>
<td>0.29 - 0.06</td>
<td>0.21 - 0.04</td>
<td>0.23 - 0.05</td>
<td>0.21 - 0.04</td>
</tr>
<tr>
<td></td>
<td>0.30 - 0.19</td>
<td>0.24 - 0.11</td>
<td>0.28 - 0.13</td>
<td>0.25 - 0.10</td>
</tr>
<tr>
<td></td>
<td>0.36 - 0.33</td>
<td>0.26 - 0.31</td>
<td>0.33 - 0.34</td>
<td>0.27 - 0.35</td>
</tr>
<tr>
<td></td>
<td>0.40 - 0.40</td>
<td>0.28 - 0.36</td>
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</tr>
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<td></td>
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<tr>
<td></td>
<td>0.00001-00003</td>
<td>0.00002-00003</td>
<td>0.00003-00003</td>
<td>0.00004-00004</td>
</tr>
</tbody>
</table>

Flush / Embossed
00005-00001

U-Factor1 0.19
SHGC 0.04

Air Leakage 0.3 cfm/ft²

Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any product and does not warrant the suitability of any product for any specific use. Consult manufacturer's literature for other product performance information.

† Numbers below the performance ratings are referenced in the NFRC Certified Products Directory (e.g., ABC-X-1-00001-0001 or 123-X-1-00001-0001)
** #g glazing layers / spacer type / low-e emissivity (surface) / gap fill / gap width (mm=not applicable)
*** per NFRC 103 1 square inch = 6.4517 cm²

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The Licensee labeling the product shall identify the option in the matrix that is the rated product by either circling or highlighting the option applicable within the matrix.

![Sample Temporary Door Matrix Label – Product Description (2011)](image)

**Figure A-2B**

Sample Temporary Door Matrix Label – Product Description (2011)
The Licensee labeling the product shall identify the option in the matrix that is the rated product by either circling or highlighting the option applicable within the matrix.

Figure A-2BC
Sample Temporary TDD/HTDD Matrix Label for Both Insulation Cases (2011)

[No Image/Footer Changes]
A.8 Ratings Information

Energy Performance Ratings authorized to be certified shall be shown as follows and appear in the order listed. For ratings less than 1, a leading “0” shall be used.

Products that are authorized for labeling shall include U-factor, SHGC, and VT ratings on the label. VT is not required for TDDs/HTDDs, as NFRC presently has no available method to rate this product type for VT. For labeling exceptions, refer to Section 4.3.4.

B.2 Format

B. Site-Built Certificates:

i. Label Certificate shall conform to the content and layout in Figure B-1.

ii. Label Certificate shall contain (in the upper right hand corner) the NFRC Temporary Label from Appendix A. The NFRC Temporary Label portion of the Label Certificate shall be of the size specified in Appendix A, shall contain all of the information required in Appendix A, and shall be subject to the limitations in Appendix A.

iii. Label Certificates shall contain all the NFRC Permanent Label information required in Appendix B Section 6.5 and shall be subject to the limitations in Appendix B Section 6.5.

1.iv. Label Certificates shall contain the following project information:

1. Street address
2. City, state, zip code
3. Project name (optional)
4. Designer (optional)

1.v. Label Certificates shall contain the following product line information:

1. Operator type
2. Product line identification number
3. Individual product identification number
4. Number of individual products in the project (building)
5. Location of the individual products in the project (building)
6. Elevation page location in the architectural drawings
7. Fenestration (window and door) schedule page in the architectural drawings

2.vi. Label Certificate shall contain the following information for the frame material supplier, the glazing material supplier, and the glazing contractor/installer:

1. Company name
2. Street address
3. City, state, zip code
4. Name of contact person with phone and facsimile number

iv.vii. Label Certificate shall contain the name of the Independent Certification and Inspection Agency (IA) and the date that the Certification Authorization is issued and shall be signed in accordance with Section 6.

v.viii. As an option, the Label Certificate may also, as additional information, include a size matrix specific to the Individual Product identified on the Label Certificate. The size matrix shall be determined in accordance with the procedures outlined in Section 5.6 of NFRC 100.

B. Attachment Label Certificate:

i. Label Certificate shall conform to the content and layout in Figure B-2;

ii. Label Certificate shall contain (in the upper right hand corner) the NFRC Temporary Label from Appendix A. The NFRC Temporary Label portion of the Label Certificate shall contain all of the information required in Appendix A and be subject to the limitations in Appendix A;

iii. Label Certificates shall contain all of the NFRC Permanent Label information required in Appendix B Section 6.5 and shall be subject to the limitations in Appendix B Section 6.5;

iv. Label Certificates shall contain the following project information:

1. Street address,
2. City, state, zip code,
3. Project name (optional), and
4. Designer (optional);
v. Label Certificates shall contain the following Attachment Contractor/Installer information:
   1. Company Name,
   2. Street address,
   3. City, state, zip code,
   4. Company contact, and
   5. Phone and Fax number;

vi. Label Certificate shall contain the following Attachment Product information:
   1. Product square footage and
   2. Building location;

vii. Label Certificate shall contain the name of the IA, the date that the Certification Authorization is issued, and shall be signed in accordance with Section 6.

C. Fenestration Manufacturer’s Certificate (FMC):
   i. FMC shall conform to the content and layout in Figure B-3
   ii. FMC shall contain the following Manufacturer information:
       1. Company contact
       2. Street address
       3. City, state, zip code
   iii. FMC may contain the following optional project information:
       1. Street address
       2. City, state, zip code
   iv. FMC shall contain the following product line and rating information:
       1. Information as listed in Appendix A.5 and A.8
       2. NFRC CPD number up to the product line, i.e. XYZ-T-17
   v. FMC may contain the following optional product line and rating information:
       1. Information as listed in the Appendix A.6