

Advertisers’ Code of Practice as approved by the GAI Executive (updated February 2018)

These requirements relate to the usage of, and reference to, claims of compliance to Standards made by advertisers and their agents, both when submitting material for publication in the Architectural Ironmongery Journal in particular. It is also recommended generally for use when preparing their advertising copy, brochures and other publicity material.

01 BS EN ISO 9000: 2015 Quality Systems.

This is only obtainable by third party certification. The accreditation authority, the date of registration, the registration number and the standard and/or designation applicable must be stated. Claims and reference to compliance may only be made against continuous and current accreditation by an approved third party accreditation authority.

Attention must be given to ensure that there is no confusion between this standard and the product standards described below. It is not, for instance, acceptable to state "this product has been manufactured to the requirements of BS EN ISO 9000".

02 Performance tests to the requirements of BS or BS EN EN Standards.

All claims must be current and referenced to the relevant standard number, the description and the date of the test and the classifications where applicable. Reference must only be made to successful tests and, if requested, fully supported by a current and valid test report evidence.

Care must be taken to ensure that any claims made about a product’s conformity to a standard, or a particular grade of a standard, can be shown to be accurate and truthful. Such claims must be clearly and unequivocally stated. Such phrases as "tested to...." "designed to conform to..." , "approved to..." , are not sufficient. It is recommended that the standard ARGE form should be used for recording and publicising such evidence.

03 Requirements for where a British Standard Kitemark claimed.

In addition to the requirements as set out under 02 the 'British Standard Kitemark' requires that a continuous third party test programme is carried out by the British Standards Institution for a licence to be in force.

04 A number of products types, those which have been determined to have a special level of importance in relation to the safety in use and in the event of a fire, must be CE Marked. This demonstrates their compliance with the essential requirements of the EU Construction Products Regulation. The products to which this currently applies, and the applicable harmonised standards are as follows:

<u>Product Type</u>	<u>BS EN Standard</u>
Emergency Exit Hardware	BS EN 179
Panic Exit Hardware	BS EN 1125
Single Axis Hinges	BS EN 1935
Controlled Door Closing Devices	BS EN 1154
Electrically Powered Hold-open Devices for swing doors	BS EN 1155
Door Co-ordinators	BS EN 1158
Locks & Latches	BS EN 12209
Electromechanically operated locks	BS EN 14846

Product manufacturers, initial importers and other producers have to be able to substantiate any CE marking on their products, in literature and in advertising, by issuing their own relevant “Declaration of Performance”. If there are any uncertainties about these documents customers are being encouraged to ask for sight of the original “Certificate of Conformity” which will have been issued by a test house which has been approved by a European Member State as a Notified Body.

All CE Marks detailed on a product should detail a Notified Body Number, (e.g. 1121 is Exova Limited trading as Warrington Certification), and this body should be contacted if documentary evidence is not forthcoming to ensure the CE Mark is genuine. Failure to ensure that a CE Mark is genuine will not excuse anyone from liability under the Construction Products Regulation.

05 Fire Testing.

Fire testing of ironmongery is currently applicable to and assessed against the complete door set or panel comprising all component parts of the door set or panel and carried out by an approved third party testing house.

The test certificate number giving the date and duration of the successful fire or smoke test must be stated and if this is based on an assessment this shall be qualified and details of the assessment authority stated. If requested, all claims must be fully supported with the third party test report evidence.

06 Self-Certification.

The GAI accepts the actions of those who operate quality management systems and undertake quality control and manufacture products to the principles and criteria of current BS and BS EN Standards.

However, if certification has not been carried out by an independent test authority this must be clearly shown. Again the use of the standard ARGE form is recommended in this regard.

07 Non-compliance.

The GAI reserves the right to examine the validity of all contributions and material offered for use in its own publications to ensure compliance with this code.

In the event of a discovery of non-compliance at a later date a correction must be published at the first available opportunity and at the discretion of the GAI.