



**Application For Technical Approval  
Dubai Central Laboratory**

Doc. Ref : FDP -22-01  
Issue Date : 15/02/2012

Rev. No : 3  
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**PART I (To be filled by the Applicant):**

**1 APPLICANT**

<b>APPLICANT NAME:</b>	
<b>APPLICANT ADDRESS:</b>	<b>APPLICANT TRADE LICENSE NO: ISSUED BY: EXPIRY DATE:</b>
<b>CONTACT PERSON NAME &amp; DESIGNATION:</b>	<b>TELEPHONE: MOBILE: FAX: E-MAIL:</b>

**2 MANUFACTURER**

<b>MANUFACTURER:</b>	
<b>MANUFACTURER ADDRESS:</b>	<b>MANUFACTURER TRADE LICENSE NO: ISSUED BY: EXPIRY DATE:</b>
<b>RELATION OF APPLICANT TO MANUFACTURER:</b> <input type="checkbox"/> Manufacturer himself <input type="checkbox"/> Authorized representative <input type="checkbox"/> Other (Please specify)	
<b>AUTHORIZATION BY MANUFACTURER:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	

**3 FACTORY**

<b>FACTORY LOCATION</b>	<b>COUNTRY: CITY: STREET: ZIPCODE:</b>
<b>FACTORY ADDRESS</b>	<b>TELEPHONE: MOBILE: FAX: E-MAIL: MAILING ADDRESS:</b>

**4 PRODUCT IDENTIFICATIONS**

<b>4.1 TRADE NAME(S) OF THE PRODUCT:</b>
<b>4.2 DOES THE PRODUCT COMPLY WITH AN EXISTING LOCAL, REGIONAL OR INTERNATIONAL STANDARD SPECIFICATION?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes If the answer is "Yes" please identify the Standard:



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**4.3 IDENTIFY EACH COMPONENT OR CONSTITUENT OF THE PRODUCT**

**4.4 IDENTIFY WHERE THE PRODUCT AND COMPONENTS ARE MANUFACTURED.**

**4.5 DESCRIBE HOW THE PRODUCT IS LABELED.**

**5 PRODUCT CHARACTERISTICS AND MANUFACTURE**

**5.1 IDENTIFY THE PRODUCT PROPERTIES, THE TEST METHODS USED TO CHECK THESE PROPERTIES AND THE LIMITS OF THESE PROPERTIES**

**5.2 DESCRIBE THE TEST PROCEDURES, AND THE CONDITIONS OF ACCEPTANCE, FOR INCOMING MATERIALS AND FOR IN-PROCESS TESTING. DESCRIBE ANY QUALITY CONTROL TESTS REQUIRED.**

**5.3 BRIEFLY DESCRIBE THE MANUFACTURING PROCESS.**

**6 DESCRIPTION OF THE PRODUCT AND ITS INTENDED USE**

**6.1 TECHNICAL SPECIFICATIONS AND APPLICABLE STANDARDS):**

**6.2 INTENDED USE AND PROPERTIES THAT ARE SUBJECT TO TECHNICAL APPROVAL**

**6.3 INSTRUCTIONS FOR USE:**

**6.4 PRECAUTIONS (HEALTH, SAFETY, ETC.):**

**7 ASSESSMENT AND APPROVAL MADE ON THE PRODUCT**

**7.1 CERTIFICATION AND TECHNICAL APPROVAL FROM RECOGNIZED TECHNICAL APPROVAL & CERTIFICATION BODIES:**

**7.2 PUBLISHED PAPERS :**



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7.3 LABORATORY TESTS AND EVALUATION:

8 PRODUCT USAGE

8.1 LOCATION(S) WHERE PRODUCT HAS BEEN USED:

8.2 LOCATIONS WHERE PRODUCT IS INTENDED TO BE USED IN DUBAI:

9 SCOPE OF TECHNICAL APPROVAL

10 ANY RELEVANT ADDITIONAL INFORMATION

Notes:

- Application form shall be filled and submitted in a signed electronic format.
- All supporting documents shall be provided in electronic format. If scanned, the copy shall be clear and readable.
- Applicant shall provide the original documents for verification purposes whenever requested by RSMO.



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**11 DECLARATION OF THE APPLICANT:**

Herewith I declare:

- That I agree to comply with the requirements of DM-DCLD Technical Approval system and will abide by the decision of the approving authority;
- That the product covered by this application, when used under the specified conditions, is suitable to the local environmental conditions in Dubai;
- That I will pay the costs arising from the EVALUATION and in accordance with the charging policy of Dubai Municipality (this is in addition to the fees for Technical Approval investigations);
- That I will support the approval procedure as required, provide all relevant data and information when requested, and provide other form of cooperation as necessary;
- That I will ensure, if necessary, that the places of manufacture can be visited at any time by the approval body or its representative.

APPLICANT SIGNATURE:

DATE:

**PART II (To be filled by DM-DCLD):**

APPLICATION RECEIVED BY:	REVIEWED BY:
APPLICATION NUMBER:	APPLICATION DATE:



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**Instructions for filling the form**

**1 APPLICANT:**

*This part shall be filled by the applicant. Applicant may be the Manufacturer of a product or his authorized representative in Dubai.*

*Applicant name & address shall be exactly as they should appear in the TA Certificate.*

**2 MANUFACTURER**

*This part is to be filled in case the applicant is the representative of the manufacturer. In this case the application must be accompanied by an authorization letter given by the manufacturer.*

*Manufacturer name & address shall be exactly as it should appear in the TA Certificate.*

**3 FACTORY**

*Factory location and address shall be exactly as as they should appear in the TA Certificate.*

**4 PRODUCT IDENTIFICATIONS**

**4.1** *Trade name of the product shall be exactly as it should appear in the TA Certificate.*

**4.2** *Products are classified by DCL as follows:*

- *Standardized products: these products are known to conform to the requirements of existing international Standard Specification. In this case, the product properties and the minimum requirements will be evaluated by DCL to conform to these requirements. In this case the certification of such products will be carried by the Inspection & Certification Unit in DCL.*
- *Non-Standardized products: these products are new in the market and no international standard specification is available for them. In this case DCL need to establish the requirements of approval for such products. These requirements will be based on the manufacturer declarations and any other local requirements by DM to check the product's performance in local sever environmental conditions. The requirements will be set by the Research & Standardization Management Office of DCL.*

**4.3** *Some products are composed of two or more different materials, for example, sandwich panels may consist of facers, core, framing and adhesive; aluminum composite panels (ACP) may consist of aluminum sheets and core material; single-ply roofing membranes may consist of asphalt, reinforcement and fillers. Then it is required to state what components are used in realizing the product and provide full information regarding each component such as type, characteristics ...etc.*

**4.4** *If the product is assembled from purchased components, identify where final assembly/formulation and labeling are done. If the product is manufactured by a company other than the applicant, provide the name of the company. If a portion of the process is done by a company other than the applicant, or if a component is supplied by another company, identify the relevant components or portions of the process and how those components or portions of the process are verified as complying with the manufacturer's specification.*

**4.5** *Describe how the product is marked and labeled.*

**5 PRODUCT CHARACTERISTICS AND MANUFACTURE**

**5.1** *State the end product characteristics/properties, the test methods used to check these properties and the limits for their passing failing criteria such as minimum, maximum, range or average with  $\pm$  tolerance.*

**5.2** *Describe the test procedures, and the conditions of acceptance, for incoming materials and for in-process testing. Describe any quality control tests required.*

**5.3** *Briefly describe the manufacturing process.*

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**6 DESCRIPTION OF THE PRODUCT AND ITS INTENDED USE**

- 6.1 *List down any documents you can provide that have relevance or applicable to the technical specifications of the product (if any).*
- 6.2 *Products can be used in several applications. Each application may require different type of assessment. Therefore, and in order that the scope of technical approval be clear, you need to state the intended use and properties that are subject to technical approval by DCL.*
- 6.3 *Provide any information available for the instructions for use of the product that are relevant to the scope of technical approval by DCL. (List down the enclosed documents, if any).*
- 6.4 *State the precautions for health and safety for the product and provide the material safety data sheet (MSDS) and any other related documents*

**7 ASSESSMENT AND APPROVAL MADE ON THE PRODUCT**

- 7.1 *If the product is certified by the International Code Council (ICC) of the USA, or have a valid Technical Approval Certificate from a member state of the European Organization for Technical Approvals (EOTA), then state what certificate/approval is issued for the product and provide copies of the same.*
- 7.2 *In case any research is performed and published regarding the performance of the product, then provide information about this research accompanied with the related documents.*
- 7.3 *List down all tests and evaluations done for the product and provide evidence of them.*

**8 PRODUCT USAGE**

- 8.1 *State the locations where the product has been used and include any recognition letters or certificates by end users if any.*
- 8.2 *State where the product is intended to be used in Dubai Emirate.*

**9 SCOPE OF TECHNICAL APPROVAL**

- 9.1 *Identify the scope to which the product is to be approved accordingly.*