

 GOVERNMENT OF DUBAI	Organization/Unit:	إدارة مختبر دبي المركزي Dubai Central Laboratory Department	الوحدة التنظيمية:	 بلدية دبي DUBAI MUNICIPALITY
	Document Title:	Specific Rules for FA Certification of Gully Tops and manholes tops for vehicular and pedestrian areas as per BS EN 124-2: 2015	عنوان الوثيقة:	
	Doc Ref.	DM-DCLD-RD-DP21-2116 (IC)	رقم الوثيقة :	

Issue Date	Rev. No.	Summary Of Amendments
08-08-2005	0	First draft for comments
20-09-2005	0	Final draft
24-09-2005	1	Issue for use.
15-07-2009	2	Document reference number and format is changed according to the new IMS, statement for the independent testing plan was changed, and the statement for surveillance was shortened by referring to RD-DP21-2096 (IC).
24-03-2019	3	Updated as per new DM template and new DM logo
21-07-2020	4	New amendment as per BS EN 124-1:2015 and BS EN 124-2:2015 standard, changing font type and some editorial changes. Reformatting to align with the common and latest and structure of specific rules. Also adding the options for initial audit by the approved CAB and remotely by PCAS. Adding definition for authorized auditor. Update for the new numbering system and followed terminologies.

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1. GENERAL

1.1 INTRODUCTION

1.1.1. This document prescribes the specific rules for the implementation of the DM Third Party Product Certification System Through Factory Assessment as applied to the specific product(s) identified herein, taking into consideration the applicable normative references and standard specifications.

1.1.2. The applicant shall comply with these specific rules, and to those already mentioned in the “General Rules for DM Third Party Product Certification System Through Factory Assessment “ DM-DCLD-RD-DP21-2001 (IC).

1.2 SCOPE

1.2.1 This specific rule specifies requirements for to gully tops and manhole tops made of flake graphite cast iron and/or spheroidal graphite cast iron whether in combination with concrete or not, with a clear opening up to and including 1 000 mm for covering gullies, manholes and inspection chambers for installation within areas subjected to pedestrian and/or vehicular traffic.

1.3 PRODUCT IDENTIFICATION AND APPLICABLE STANDARD/NORMATIVE REFERENCE

1.3.1 Product Name: Gully tops and manhole tops for vehicular and pedestrian areas

1.3.2 Applicable standard/Normative reference: BS EN 124-2 :2015
Gully tops and manhole made tops made of cast Iron

BS EN 124-1:2015
Definitions, classification, general principles of design, performance requirements and test method

1.3.3 Additional References:

1.3.3.1 ISO 9001 - Quality Management System – Requirements

1.3.3.2 ISO 19011 - Guidelines for Auditing Management Systems

1.4 DEFINITION OF TERMS

The definitions given in BS EN 124-1:2015 & BS EN 124-2:2015 , DM-DCLD-RD-DP21-2001 (IC) and in addition, the following shall apply:

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- 1.4.1 Independent Testing Laboratory - Dubai Central Laboratory (DCL) or any testing laboratory recognized by DCLD-PCAS.
- 1.4.2 Independent Test – test performed or conducted by the recognized Independent Testing Laboratory
- 1.4.3 Standard Specification – BS EN 124-2 :2015 Gully tops and manhole tops made of cast iron
- 1.4.4 Product Quality Assurance Plan – a document being agreed upon both by the client and DCLD-PCAS being used to ensure continuous compliance of the certified product.
- 1.4.5 QMS – Quality Management System aligned with the requirements of ISO 9001 Standard
- 1.4.6 Client : Manufacturer of Gully tops and manhole tops made from cast iron
- 1.4.7 DM Certification Body - Products Conformity Assessment Section – Dubai Central Laboratory – (DCLD-PCAS)
- 1.4.8 Authorized auditor : is any approved auditor by DCLD-PCAS either internal within DCLD or external (Approved CAB's auditor or approved auditor based on a signed contract)

2. REQUIREMENTS FOR CERTIFICATION

2.1 APPLICATION

- 2.1.1 The client shall apply to DCLD-PCAS for the certification and authorization to use the DCL Conformity Mark.
- 2.1.2 Application forms shall be submitted to DCLD-PCAS together with the following documents
- Industrial /Trade License
 - Complete product description and specifications
 - Brief Description of Manufacturing Process
 - Copy of the Quality Manual (Controlled Copy) (if available)
 - Vicinity Map and Factory Layout
 - Valid Certification to ISO 9001 (if available)
 - List of key personnel and their designation
 - Total number of effective personnel involved in manufacture of the product (technical, managerial and support personnel)
 - List of available testing equipment and tests conducted internally
 - Others
- 2.1.3 Separate application shall be submitted for each product type or group of products that refers to a different specific rules

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2.2 FACTORY OPERATION

2.2.1 Quality Management System

The client shall have a Quality Management System that is aligned to the requirements of ISO 9001 standard.

NOTE : Having a certificate of ISO 9001 is not a mandatory requirement; however the structure of the manufacturer's QMS shall be in line with its requirements.

2.2.2 Laboratory

The Client shall have a quality assurance laboratory to carry out factory production control testing to ensure that product complies with the requirements of the standard specification.

The laboratory can be part of the factory facilities, or, can be through a documented agreement with an accredited external laboratory. As a minimum requirement, the laboratory shall have the following testing facility to check the following properties:

1. Hydraulic Test Press
2. Equipment to measure dimensions (caliper, micrometer, Gages etc.)
3. Any other testing equipment's which required as per the standard for factory production quality control plan.

2.3 INITIAL FACTORY AUDIT

2.3.1 Initial factory audit will be carried out by duly authorized auditor(s) which will cover auditing of the quality management system to verify its compliance with the requirements of ISO 9001, in addition to verify the implementation of DCLD-PCAS certification's requirements. Where possible; the audit can be carried out remotely as per (DM-DCLD-RD-DP21-2098 (IC) Guidelines for Remote Audit) or as per the related approved guidelines which are followed by the approved outsourced CAB.

NOTE: An independent certification to ISO 9001 issued by a QMS certification body recognized by DCLD-PCAS may be considered as having satisfied this requirement; however, DCLD-PCAS reserves the right to carry out verification audit to confirm that the factory is in compliance with the QMS requirements, in addition to the requirements of DCLD certification schemes and rules.

2.3.2 Factory audit shall be conducted by designated audit team in accordance with ISO 19011 – Guidelines for Auditing Management Systems.

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2.4 PRODUCT EVALUATION

2.4.1 Sampling and Testing

2.4.1.1 Sample for the initial testing shall be taken randomly by the authorized auditor from the products to be certified (size and quantity to be determined) either from production lines or the factory storage yard, in accordance with the requirements the product of the standard specifications (finished products ready for delivery).

2.4.1.2 Three sets of sample per product per type shall be subjected to testing; the first set, where possible, will be tested in the plant witnessed by a authorized auditor the second set will be sent to DCLD-PCAS approved independent testing laboratory. The third set will be kept by the manufacturer as reference.

2.4.1.3 Test sample(s) for independent test shall be identified packed in the presence of authorized auditor and shall be submitted to an approved DCLD-PCAS independent testing laboratory and tested in accordance with section 6 of BS EN 124-2 or Section 8 of BS EN124-1 standard (Based on the product Type)

2.4.2 Product Characteristic and Test Requirements

2.4.2.1 The product design and performance requirements shall meet the standard specification requirements as described in section 5.1 and Table 1 and product classification shall be as per section 4 of BS EN-124-1 standard.

2.4.2.2 Material – specific characteristics for gully tops and manhole tops made of cast iron shall comply with the section 5.3 of BS EN 124-2 of the standard specification and Section 5 of BS EN 124-1 standard.

2.4.2.3 Gully tops and manhole tops according to this standard specification shall be tested as complete units in the position of their intended use where the cover/grating is suitably positioned within the frame in accordance with BS EN 124-1 Clause 8 (As listed in Table 1).

2.4.2.4 For Assessment and verification of constancy of performance - AVCP shall be as per section 7 of the standard specification Performance requirements shall be as per section 7 of BS EN 124-1

2.4.2.5 Where appropriate, a comparison shall be made between the manufacturer's routine test results, results of witness testing and the results of testing by the independent testing laboratory.

2.4.2.6 Independent test shall only be conducted if the result of the applicable in-plant test shows satisfactory results. DCLD-PCAS may opt to accept available valid test reports conducted by an approved DCLD-PCAS independent laboratory within one year from the date of the initial assessment , in line with the internal quality control testing plan of the factory. In such case, the testing of that particular parameter(s) shall be waived accordingly.

2.4.2.7 If the result of the test conducted by the DCLD-PCAS approved independent testing laboratory shows non-conformance to the specified requirements, the provision for rejection specified in the standard specification shall apply. The retest shall be carried out on the reference sample kept by the manufacturer or on new samples collected by the authorized auditor, on which full testing shall be carried out, if necessary.

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- 2.4.2.8 If the retest passed, the initial product assessment is considered conforming to product specification. If not, the manufacturer will be advised to take corrective action.
- 2.4.2.9 Only after reassessment and subsequent product compliance shall the manufacturer be allowed to Use the DCL Conformity Mark on his product(s) which found complying with the certification requirements.

3. GRANTING OF THE DCL CERTIFICATE OF CONFORMITY

3.1 CONDITIONS FOR GRANTING THE DCL CERTIFICATE OF CONFORMITY

- 3.1.1 When the results of the factory audit (clause 2.3) and product evaluation (clause 2.4) show conformity to the requirements specified in the general rule and specific rule, the Certificate of Conformity and authorization to use the DCL Conformity Mark shall be issued to the client for the type(s)/model(s)/brand(s) of the product covered by the assessment.
- 3.1.2 The client shall agree with DCLD-PCAS for the preparation and implementation of a product quality assurance plan / mechanism to ensure continuing compliance with the Standard Specifications and the requirements of this certification scheme. It shall consist of (1) an internal product quality assurance plan, and (2) an independent testing plan.
- 3.1.3 Factory Production Control System (Internal Product Quality Assurance Plan)
The factory shall prepare and submit to DCLD-PCAS for approval a factory production control system (internal product quality assurance plan).The plan shall take into consideration the production process, the volume of production, the criticality of the test to be specified, and other relevant factors and as per section 7.3 of the standard specification.
- 3.1.4 Independent Testing Plan
The client shall agree to an independent testing plan to be carried out on samples which are collected in accordance with DM-DCLD-RD-DP21-2096 (IC) – Surveillance of the Certified Clients under the Factory Assessment Scheme, and implemented by DCLD-PCAS.
- 3.1.5 Where required for specification and documentation purposes, product designation in accordance with the standard specification shall consist of:
a- Name of product (manhole top or gully top); BS EN 124-2:2015EN 124-2:2015 (E) 19
b- The Standard Specification number (EN 124-2)
c- Load class (see 5.1); d) code related to the number of the parts of EN 124 series to which the cover and the frame complies according to Table 6.
- 3.1.6 Marking : Covers, gratings and frames of manhole tops and gully tops shall be marked as per section 9 of the standard specification.

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3.2 ISSUANCE OF DCL CERTIFICATE OF CONFORMITY

If the conditions mentioned in clause 3.1 above have been complied, the client shall be issued a DCL Certificate of Conformity and a Scope of Certification that covers the type(s) and size of the products that are certified and authorized to use the DCL Conformity Mark on the certified products.

3.3 RESPONSIBILITIES OF THE CLIENT

3.3.1 The client shall ensure that his product, for which a certificate has been issued, conforms at all times to the requirements of the General Rule and Specific Rules and shall maintain to the satisfaction of DCLD-PCAS, a system of quality control including inspection and testing.

3.3.2 The client shall give the duly authorized auditor(s), access during working hours, without prior notification, to the premises of the factory where certified product is manufactured, for the purpose of evaluating the materials, production processes, finished products, quality assurance facilities, records and others in accordance with the requirements of the scheme.

3.3.3 The client shall inform the DCLD-PCAS in writing of any change of management, transfer of plant site, modification in the product, manufacturing process or factory quality management system.

3.3.4 Upon transfer of plant site, the certificate of conformity shall be deemed valid only after factory and product audit at the new site has been satisfactorily completed.

3.3.5 Any infraction stated in the terms and conditions of the certification scheme and the use of DCL Conformity Mark shall constitute sufficient grounds for suspension, withdrawal and termination of certification in accordance with DM-DCLD-IMS-RD-07.

3.3.6 Any dispute that may arise in connection with the Terms and Conditions of certification scheme shall be settled in accordance with DM-DCLD-IMS-RD-08 Appeals, Disputes, and Complaints Procedure.

3.3.7 The client shall pay all applicable fees related to the certification process.

3.4 USE OF THE DCL CONFORMITY MARK

3.4.1 The design and use of the DCL Conformity Mark shall be in accordance with the Terms and Conditions for the Use of the DCL Mark of Conformity, DM-DCLD-IMS-RD-13.

3.4.2 The client shall submit a product-marking proposal for approval by DCLD-PCAS. The proposal shall include drawings and/or diagrams showing the location and size of the marking for each size of the product/product container.

3.4.3 The Certificate of Conformity and the authorization to use the DCL Certification Mark is non-transferable.

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4. SURVEILLANCE

- 4.1 DCLD-PCAS or their approved CAB shall carry out periodic surveillance to ensure consistent compliance with the requirements of this certification scheme as per DM-DCLD-RD-DP21-2096 (IC) – Surveillance of Certified Establishments under the Factory Assessment Scheme.
- 4.2 Testing as part of surveillance shall be in accordance with the Independent Testing Plan (clause 3.1.4) that has been agreed between DCLD-PCAS and the client

5. FEE SCHEDULE

- 5.1 The client shall pay the applicable fees and charges related to the granting of the certificate of conformity to use the DCL Conformity Mark based on the DCL Official Fee Structure, DM-DCLD-RD-DP21-2074 (IC).
- 5.2 The fees for this certification scheme shall include but not limited to the following;

- 5.2.1- Application Fee
- 5.2.2- Initial Assessment Fee
- 5.2.3- Certification Fee
- 5.2.4- Surveillance Fee
- 5.2.5- Annual Renewal Fee
- 5.2.6- Testing Fee
- 5.2.7- Marking Fee
- 5.2.8- Outsource activity fees (where applicable)

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