

# **EN 10340 CERTIFICATION PROGRAM**

**305/2011/EU Construction Product Regulation  
98/214/EC Commission Decision  
Conformity Assessment Program System (TAT CP)**

**Certification Program For The Production Of Constructional Use Steel Casting**



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### **About TÜV AUSTRIA TURK**

TÜV AUSTRIA TURK is a leading global organization which develops and publishes Certification Programs for the approval of technical materials such as construction products, machinery, pressure equipment etc.

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## THE PREFACE

### Scope

This document explains the implementation requirements of TÜV AUSTRIA TURK as part of conformity assessment and provides support for applications for valuable clients.

### Document Holder

TÜV AUSTRIA TURK Belgelendirme Eğitim ve Gözetim Hizmetleri Ltd. Şti.

### Revision History

No	Date	Information About Changes
0	14.08.2015	TS EN 10340 Certification Program First Publication
1	10.06.2016	Implementation is changed through Program Committee's decision in case of any changes in conditions.
2	27.10.2016	The application assesment process was revised. The article of reducing scope was added.
3	25.05.2018	Changes in coding and implementation processes were added.

## **1. Introduction**

### **1.1 Introduction to Certification Program**

This certification program was prepared in accordance with the requirements of EN ISO/IEC 17067 Article 6.5 Program Content in order to describe how the certification activities would be carried out for production of buildings and constructional use steel casting in civil engineering works in accordance with TÜV Austria Turk, TS EN 10340 standard.

For CE marking of produced steel works, the relevant harmonized European Standard is “EN 10340: steel castings for structural use and examples of components providing the rules of this standard are indicated in TS EN 1559-1, TS EN 1559-2.

Duties which will be executed by an Notified Body (TÜV Austria Turk) under 2+ Conformity Approval system are Factory Production Control (FPC) audit as well as FPC's constant surveillance, assessment and approval. An EC Certificate is issued for Factory Production Control at the end of the assessments which are regarded as successful.

Certification Program Content fulfills I,II,III,IV and V conditions among the functions that are specified in EN ISO/IEC 17067 Article 5.

### **1.2 Certification Program Committee**

TÜV AUSTRIA TURK performs conformity assessment activities through harmonized standards. The Program Committee consists of persons who are knowledgeable about the 305/2011 Construction Product Regulation (CPR), which is capable of representing the following parties.

- Representing non-governmental organizations
- Representing industrialists
- Representing the public
- University / Academician representative
- Conformity Assessment Agency representative

Program Committee members are indicated on the TÜV AUSTRIA TURK Organization Chart and on the personnel list.

### **1.3 Documentation**

TÜV AUSTRIA TURK conformity assessment system documentation and annexes, which have been prepared by considering 305/2011 Construction Material Regulations and the relevant legal legislation, shall be used.

## **2. Conformity Assessment**

### **2.1 Determining Execution Classes**

Classifying the products is determined in accordance with EN 1559-1.

## **3. Duties and Responsibilities**

### **3.1 Qualifications of Personnel to be Assigned in Audits**

Chief auditors to be assigned in Factory Production Control assessment must have five years of work experience in their product group, at least two years of which is on site.

If chief auditor does not have adequate experience for the product group to be examined, it is required to support him with a technical expert having the same experience.

### **3.2 Duties of Producer and Notified Bodies' (NoBo)**

System 2+ : Declaration of the performance of basic characteristics of construction products is based on the following issues by the producer:

(a) Producer executes the following:

(b) Authorized organization certifying Factory Production Control issues the conformity certificate of Factory Production Control based on the following:

**Table 1 System 2+<sup>1</sup>**

System	Producer	TÜV AUSTRIA TURK
2 +	Determination of product type based on type test (including sampling) of the material, type calculations, values which are specified in tables or explanatory documents.	Initial audit of Factory Production Control and production facility
	Factory Production Control-	Constant surveillance, measurement and assessment of Factory Production Control
	Additional tests of the samples obtained from the factory in accordance with the test plan prepared previously.	Conformity Certificate
	Preparing Performance Declaration	

### 3.3 Duties of Decision Makers

For the certification of the products specified in 305/2011/EU Construction Product Regulation 98/214/EC Commission Decision,

- Guidance for the Accreditation of Notified Body Candidates under TÜRKA R50.08 305/2011/EU Construction Product Regulation
- Communique on Assignment and Audit of Notified Bodies under Construction Product Regulation (305/2011/EU) carried out by the Ministry of Environment and Urbanization (Communique No: MHG/2013-09)

are applied within the scope of conformity assessment activities conducted in TÜV AUSTRIA TURK.

Directive Manager/Technical Regulation Officer who manages the activities of TÜV AUSTRIA TURK which are carried under Construction Product Regulation (305/2011/AB) 98/214/EC Commission Decision must

- be graduated from technical departments of 4-year universities and
- have at least 4 years of experience, at least 2 years of which must be in the field of construction products conformity assessment, and have at least 5 years of work experience.

Directive Manager/Technical Regulation Office examines conformity assessment documentation conducted at the end of Factory Production Controls and approves the approval or rejection of document and extension or reduction of scope.

## 4. Certification Processes

### 4.1 Conformity Assessment Process

<sup>1</sup> This table was adapted from the first article of the list in 305/2011/AB Construction Product Regulation Annex-5.

Validity period of the certificates or remarks on the validity period of the certificates are written on the document. TS EN 10340 document is valid for 3 years at the latest provided that annual surveillances are conducted. This validity period is valid if surveillance audits are successfully executed. Process is launched again through an Assessment Application Form for the expired documents.

Audits are regularly conducted every year after the initial assessment provided that the interval between two audits will not exceed 12 months.

Implementation Standards	FPC's audit intervals of the producer after ITT (year)
TS EN 10340	1-1

#### 4.2 Audit Period

Audits are conducted every year after the initial assessment.

#### 4.3 Surveillance Audits

Audit of corrective actions, revision of revised or added product documents, analysis of conformity and efficiency in the application and critical items are controlled within the scope of surveillance audit with regard to the nonconformities which are determined in the previous audit. An audit report is prepared for the surveillances and nonconformities which are determined at the end of audit. Corrective actions for the removal of nonconformities are monitored as follows:

- If the advisory nonconformities, which are identified in the previous audit and which can be removed in document basis, have not been removed, they are turned into major nonconformities depending on the effect of nonconformity. A follow-up audit is conducted one month later. If the nonconformity has been removed, it is decided that product certificate will maintain its validity; but if it has not been removed, it is decided that the document will be suspended and reported to the organization.
- If a nonconformity which is an obstacle for the certification is identified in surveillance audit for the first time, a period of one month is provided for the execution of corrective actions. If it has been realized in the follow-up audit at the end of one month that the nonconformity has been removed, it is decided that product certificate will maintain its validity; but if it has not been removed it is decided that the document will be suspended and reported to the applicant in written.

#### 4.4 Follow-up Audits

Follow-up audits are required for major nonconformities; however no follow-up audit is conducted for major nonconformities which can be validated through documents of records in some cases. This decision is made by the chief auditor. Proofs of corrective actions conducted for minor nonconformities are sent by the company to the chief auditor within the prescribed time.

Company is provided with a period of 3 months following certification audit which requires follow-up audit. If the company requests time extension (orally or in written) at the end of this 3-month period, this request is examined by certification manager-body and it is provided with an additional 3-month period if it is deemed as appropriate. Execution period of follow-up audit cannot exceed 6 months. If it is observed in follow-up audits that major nonconformities have not been removed or the company does not confirm the follow-up audit date specified in follow-up audit notification letter sent by Product Certification / Directive Manager, the application of the organization is cancelled.

If a major nonconformity has been turned into minor nonconformity, the company is requested to remove the nonconformity within 1 month. If there is any nonconformity which could not be removed within that period, the company's application is cancelled. After the verification of nonconformities by the chief auditor, audit file is sent to certification body. If the company does not apply for follow-up audit within 3 months following the date of decision made by

Certification Manager-Committee that the document will be suspended, Certification Agreement is terminated and the document is withdrawn.

#### **4.5 Scope Extension**

Certificate holder can request extension of certificate scope by adding new products or new welding method or product qualities etc. He can apply to TÜV Austria Turk by filling an application form for scope extension. This form is assessed by Product Certification Manager / Directive Manager by considering the requirements of the relevant standard and then the activities are decided. In this phase, the relevant articles of Product Certification Procedure are applied. If it is decided to extend the scope, the previous certificate is recalled and cancelled. Then, a new certificate is prepared. If it is decided not to accept scope extension, Process-Product Certification Manager / Directive Manager notifies the producer in written.

#### **4.6 Scope Reduction**

Scope reduction can be proposed to the producer to include the parts he can afford in case he does not continue the production of one or more than parts within its scope starting from the previous audit or in case it is determined that he could not fulfill the competency in some part of the scope under surveillance audit. If the producer accepts it, certificate is issued again to include the agreed parts. If the producer does not accept scope reduction, first of all the certificate is suspended and then cancelled/withdrawn if the nonconformities are not removed.

#### **4.7 Suspension**

Certificates may be suspended by Certification Committee Manager for a specific period in some cases.

Decision of suspension is notified to Product Certification Manager / Directive Manager in written. Suspended certificates are also explicitly announced on the list of certified companies on TÜV Austria Turk's web site. For example;

- In cases which are not in conformity with the requirements specified in the relevant certification program but where it is not required to withdraw the certificate immediately during surveillance audit,
- If the certificate holder does not conduct any withdrawal or corrective actions in case of improper use of certificate or logo (for example, misleading publications or advertisement) ( Logo Usage Procedure)
- If Certification Body's process certification program or procedures are violated,
- If the company does not fulfill the contractual liabilities,
- If major nonconformities could not be removed in follow-up audits,
- If major nonconformities are identified at the end of audits.

Certificate holder is prohibited from describing any process-product as certified in which the certificate is suspended.

Certificate may be suspended for a limited period of time (maximum 3 months) because of such reasons other than production or any other reasons at the end of the mutual agreement between TÜV Austria Turk and certificate holder.

Reason for suspension of certificate by TÜV Austria Turk is notified to the certificate holder by Product Certification Manager / Directive Manager in written as well as explaining the conditions of removal of suspension.



Decision of suspension is abolished by Certification Body when appropriate circumstances are achieved; and this decision is notified to Product Certification Manager / Directive Manager in written. Product Certification Manager / Directive Manager makes or gets somebody make the necessary corrections in the list of certified companies on TÜV Austria Turk's web site and notifies the certificate holder in written.

#### **4.8 Cancellation or Withdrawal**

Certificate may be withdrawn by Certification Manager / Committee in some cases. Decision of withdrawal is notified to Product Certification Manager / Directive Manager in written. Withdrawn documents are removed from the list of certified companies on TÜV Austria Turk's web site. In the following cases, TÜV Austria Turk is entitled to withdraw the certificate by notifying the certificate holder in written:

- If surveillance audit results indicate that there is a serious nonconformity,
- If certificate holder does not comply with the financial agreement,
- If there are any issues contradicting to the certificate agreement,
- If the authorized personnel whose name is written in the document has changed,
- If the certificate holder takes inadequate precautions in case of suspension,
- If the certificate holder does not want to extend the certificate,
- If the standards or rules change and the certificate holder cannot or does not guarantee that he will obey to new requirements,
- If the process is stopped or the certificate holder goes bankruptcy,
- On the grounds of the other provisions in certificate agreement.

#### **4.9 Validity Period of Conformity Certificate**

Validity period of the certificates or remarks on the validity period of the certificates are written on the document. TS EN 10340 document is valid for 3 years at the latest provided that annual surveillances are conducted. This validity period is valid if surveillance audits are successfully executed. Process is launched again through an Assessment Application Form for the expired documents.

Audits are regularly conducted every year after the initial assessment provided that the interval between two audits will not exceed 12 months.

Implementation Standards	FPC's audit intervals of the producer after ITT (year)
TS EN 10340	1-1

#### **4.10 Changes in Certification Requirements**

TÜV AUSTRIA TURK notifies any changes in certification standards and/or Certification programs to Program Committee organized by itself.

Program Committee can decide how the system will be operated regarding the changes; and all the guidance documents published as NB-CPD over CIRCABC are exactly implemented in accordance with the decisions taken. These changes are notified to the clients within 15 (fifteen) business days from date of decision at the latest. If these changes require surveillance action, the client is notified by Product Certification Manager / Directive Manager/Technical Regulation Auditory and the action is conducted on the date which is mutually agreed with the client by considering the dates of implementation decision by Program Committee.

TÜV AUSTRIA TURK is entitled to make all decisions regarding certificate renewal.

## **5. Logo and Brand Usage**

PRO-001 Logo and Brand Usage Procedure is shared after signing the agreement with the clients and/or provided for access to all the relevant parties through internet address.

Logos which are regularly used by the clients in the relevant products are followed by TÜV AUSTRIA TURK's internal auditors. Follow-up controls which are deemed as required can also be conducted from all external advertisements, including the images shared by the client on web site, or by the auditors during regular surveillances.

## **6. Objection to Results & Complaints**

Our clients are entitled to submit their objections to all the decisions taken by TÜV AUSTRIA TURK or their complaints about the implementation. Objections and complaints which may be submitted during conformity assessment activities or conclusions are assessed and concluded in accordance with PRO-010 Objection, Complaint and Disputes Procedure.

All the complaints about chief auditor/auditor or TÜV AUSTRIA TURK personnel or services as well as all the objections against certification decisions are submitted by TÜV AUSTRIA TURK to the assessment of Objection & Complaint Committee. If the objections and complaints are technical, it is required take the view of a competent personnel having technical capabilities who has not participated in audit.

## **7. Confidentiality, Impartiality and Independency**

TÜV AUSTRIA TURK guarantees that it maintains Impartiality, independency and confidentiality policy in all of its conformity assessment activities. It takes precautions for all the risks which will harm its Impartiality in risk analyses conducted through annual assessment meetings held with Impartiality Protection Committee. Information of all the parties obtained through conformity assessment activities are kept as confidential.

## **8. Normative References**

- "Code on Preparation and Implementation of Technical Legislation for the Products" No. 4703 dated 29<sup>th</sup> June 2001.
- "Regulation on Conformity Assessment Bodies and Authorized Organizations" promulgated in Official Gazette No. 28213 dated 23<sup>rd</sup> February 2012.
- "Regulation on Market Surveillance and Audit of Products" promulgated in Official Gazette No. 24643 dated 17<sup>th</sup> January 2002.
- "CE Marking Regulation" promulgated in Official Gazette No. 28213 dated 23<sup>rd</sup> February 2012.
- "Construction Product Regulation (305/2011/AB)" promulgated in Official Gazette No. 28703 dated July 2013.
- Communique on Assignment and Audit of Authorized Organizations under Construction Product Regulation (305/2011/AB) (Communique No: MHG/2013-09)
- European Commission Resolutions, Explanatory Documents, Authorized Organization Groups documents,
- Provisions of codes, regulations, communiques, private and administrative technical specifications etc. which are or will be put into for.



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