**PRODUCT APPRAISAL REQUEST FORM**

**Product Application Criteria**

The SEQ service providers will only appraise a new product if it meets one of the following:

1. The product has received a positive appraisal from the Water Services Association of Australia (WSAA).
2. It fulfils a gap or specific need that no existing approved product can effectively perform.

The applicant must fully complete this form and append all appropriate third part certificates and test reports as required for verification and any other product information that may assist in understanding the product. Incomplete forms may be returned for completion without processing.

Where there has been a WSAA appraisal report published and it is still current, only the details shown on page one and two need to be completed, unless otherwise requested. Full WSAA appraisal report (not the WSAA certificate) shall be attached to the application form.

The applicant must complete a separate application form for multiple products requiring appraisal that are manufactured to different national and international standards, nationally recognised water industry standards and specifications.

**Product Appraisal Application Form**

**WSAA Appraisal Report**

*(Please nominate WSAA Appraisal No*. and *Title and attach copy of report*)

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**Product and Trade or Brand Name**

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|  |

**Applicant**

|  |  |
| --- | --- |
| Company Name |  |
| Postal Address |  |
| Contact Person |  |
| Position/Title |  |
| Phone |  |
| E-mail |  |
| Application Date |  |

**Supplier of Products (if different from Applicant)**

|  |  |
| --- | --- |
| Company Name |  |
| Postal Address |  |
| Contact Person |  |
| Position/Title |  |
| Phone |  |
| E-mail |  |

**Manufacturer Information**

|  |  |
| --- | --- |
| Company Name |  |
| Postal Address |  |
| Contact Person |  |
| Position/Title |  |
| Phone |  |
| E-mail |  |

**Application**

*(Select items below for any system type that is applicable to this product. Any products that are not covered by these items please specify in ‘other’ text field shown below)*

|  |  |
| --- | --- |
| **System** | **Remark** |
| Water Supply |  |
| Gravity Sewerage |  |
| Pressure Sewerage |  |
| Other |  |

**Product Size Range**

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**Relevant IPAM Rows and Product Categories relevant to Product Application**

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**Names of Australian Water Agencies that already accept product**

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**If there is no WSAA Appraisal Report, please complete the following sections**.

**Product Certification**

*(to a national Standard, e.g. an AS/NZS or a BS EN standard, an ISO Standard or nationally recognised water Industry standard e.g. a WSAA standard or a UK Water Industry Standard)*

|  |  |
| --- | --- |
| Is product manufactured under a recognised product certification system?*Attach all product licence certificates in full, including the schedule and product listing* | Yes No |
| Product Standard/Specification |  |
| Certification Licence Number |  |
| Date Certification Issued |  |
| Date Certification Expires |  |
| Conformity Assessment Body |  |

**Quality Management System Certification**

*(to ISO 9001 Standard)*

**Manufacturing Plant**

*(Attach all QA system certificates in full including schedules and last audit report. If a certificate or schedule is not available, include a copy of quality inspection and test plans used for manufacture and supply.)*

|  |  |
| --- | --- |
| Quality Systems Standard |  |
| Certification Licence Number |  |
| Conformity Assessment Body |  |
| Date Certification Issued |  |
| Date Certification Expires |  |

**Applicants Business**

*(Attach all QA system certificates in full including schedules and last audit report. If a certificate or schedule is not available, include a copy of quality inspection and test plans used for manufacture and supply.)*

|  |  |
| --- | --- |
| Quality Systems Standard  |  |
| Certification Licence Number |  |
| Conformity Assessment Body |  |
| Date Certification Issued |  |
| Date Certification Expires |  |

**Product Schedule**

*(Provide a list of all product items (by size, class, materials, joints, related model numbers or manufacturing numbers, etc.) to be addressed in this appraisal).*

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**Product Description**

*(Clearly describe the product including range of sizes and classes, product configurations e.g. fittings range & access cover shapes etc, product components including material grades and/or types and the options, coating and lining details, jointing options e.g. flanged or socket-spigot), AS/NZS 4020 certificates for products in contact with drinking water, marking details etc)*

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**Product Use**

*(Provide information regarding the estimated life of product under various operational conditions, range of uses, limitations of use, training requirements of installation/application, repair and maintenance and availability of product)*

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**Product Shop Drawings**

*(List drawing numbers and titles and attach drawing - drawings need to be specific to the products for which approval is sought)*

|  |  |
| --- | --- |
| Drawing Number | Drawing Title |
|  |  |
|  |  |
|  |  |

**Product Photos/ Brochures/ Samples**

*(Indicate which of the below items has been attached to this application)*

|  |  |
| --- | --- |
| Photographs |  |
| Brochures or printed materials |  |
| Product Sample |  |

**Usage References**

*(Provide a list of users including company, contact person and contact detail and a list of projects including the date of installation, results of performance monitoring)*

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**Manufacturing Standards**

*(Provide a list of Standards/Specifications that your product, its components and materials comply with including the standard/specification number, title and year of publication).*

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**Complementary Products**

*(Provide details for complementary products used for the integration of the product into the infrastructure system. The complementary products may include bolts, nuts and washers, jointing gaskets and lubricants, coating repair materials. The details may include a list of complementary products and components, product description, manufacturing standards, product certification, etc)*

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**Test Reports**

*(List and attach any field assessment test reports proving performance properties and product suitability)*

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