



Licensed Door Processor:

An introduction to fire door certification

What is the BWF-CERTIFIRE Fire Door and Doorset Scheme?

The BWF-CERTIFIRE Fire Door and Doorset Scheme (BWF-CERTIFIRE Scheme) was established by a group of Prime Fire Door Manufacturers (PFDM) aiming to increase the standards of fire doors across the supply chain. The BWF-CERTIFIRE Scheme has now grown to over 180 members and includes Licensed Processors, Suppliers of Certificated Fire Door Components and BWF Approved Fire Door Centres. The members have the opportunity to be involved in the strategic direction and decision making of the BWF-CERTIFIRE Scheme through its meetings held twice a year.

What is a Licensed Fire Door Processor?

A licensed fire door processor is a joinery company, which takes a BWF-CERTIFIRE Scheme certificated fire door or a certificated door blank, and makes adjustments to it according to the scope of the manufacturer's fire test data sheet. This may include resizing, re-lipping fire doors or blanks, cutting vision panels, manufacturing frames, or fitting other items, such as letter plates and spy holes and making up doorsets, whilst maintaining the certification of the fire door.

Aims of the Scheme

The aim of the scheme is that every fire door or fire doorset sold in the UK meets and continues to meet required standards throughout its service life.

The day-to-day objectives are:

1. To improve the standard of fire doors sold and installed in the UK
2. To educate the construction industry and specifiers about the importance of third-party certification of fire doors and passive fire protection systems
3. To raise awareness and educate the consumers and users of the importance of their liabilities and ways they can meet those liabilities
4. To help members demonstrate quality and to increase their market share, sales and profitability
5. To move the market progressively towards fire doorsets as the best way to achieve the Scheme objectives in the long term

Benefits of Scheme Membership

The BWF-CERTIFIRE Scheme is both a certification and third-party accreditation scheme. Certification is the process of confirming that a product, in this case a fire door, complies with its specified requirements and is fit for the operational purpose. Certification tests and verifies a fire door's design, performance, manufacturing process and associated procedures from manufacture to installation.

- Certification proves your commitment to producing high quality safety products
- You will have an advantage over your non-certificated competitors
- Your company is listed in the Scheme Directory and on the BWF-CERTIFIRE website
- You will be able to benefit from the Scheme's promotional activities
- You can influence the strategic direction of the BWF-CERTIFIRE Scheme through scheme meetings
- The BWF will refer specific local enquiries to you

Why become certificated?

Achieving certification should be the minimum requirement for a company manufacturing or converting fire doors and is the minimum requirement for membership of the BWF-CERTIFIRE Scheme. Certification gives your customers and end users confidence in the potentially lifesaving products that you have supplied through a regular auditing process undertaken by a United Kingdom Accreditation Service (UKAS) accredited certification body. Certification will add credibility to your company and give you an advantage over a non-certificated competitor during the tendering process.

Who certifies the product?

CERTIFIRE, the fire certification arm of Warrington Certification Ltd (WCL), will undertake the certification on behalf of the BWF.

WCL has become the leading fire certification body in the UK through testing and certifying the majority of fire doors sold in this country. After completing the certification process, your certificate will be added to WCL website and you will be permitted to use their logo in relation to the certificated products. Any audits required to maintain the certification and FPC/ISO 9001:2008 will be handled directly by WCL following initial completion of the certification.

What are the requirements?

Factory Production Control (FPC) or ISO 9001:2008

To achieve certification, you must have a Factory Production Control (FPC) system which will be audited by WCL or ISO 9001 2008. The latter can be carried out by any UKAS accredited certification body

Licensing procedures

You must first seek permission from one or more certificated prime fire door manufacturers (PDM) or blank manufacturers before processing your application. WCL will write to them requesting approval for your company to become licensed to the PDMs. The PDMs will then contact you to arrange for the details of their test evidence to be passed to you, and to organise any training or site visits they may require. Once they are confident that your company is set up to work with their doors within the scope of their test evidence, they will advise WCL of their acceptance of you as a Licensed Converter of their products.

Audit

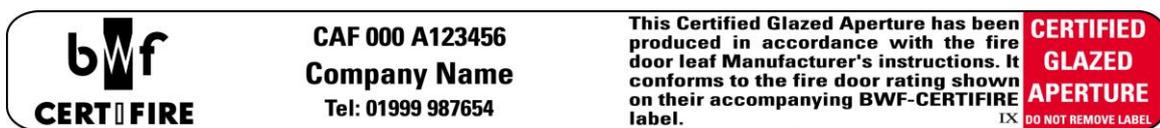
An audit of your factory will be undertaken by WCL, the BWF-CERTIFIRE Scheme's certification partner. The audit is a detailed assessment of your factory production control processes, checking that you have implemented all of the requirements to work on the specified manufacturers' certificated fire doors within the scope of adjustment allowed while following all BWF-CERTIFIRE Scheme rules. The audit will particularly focus on checking the procedures you have put in place, the materials you are using, and the records you are keeping. Regular, annual auditing is also required to maintain certification.

Labelling

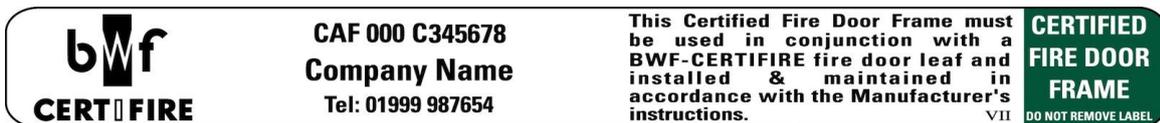
The BWF-CERTIFIRE Scheme requires that whenever you process a fire door or manufacture a frame, you use a tamper evident label to signify that it has been done by a Licensed Processor. The label shows your certification number (CAF number), a unique serial number, and the name and phone number of your company. This makes the label traceable throughout the supply chain.

These labels are available exclusively from the BWF.

Dimensions of the label: 125 mm x 12.5 mm.



A CAF label is required for each glazed fire door and is placed alongside the manufacturer's CF label already attached to the door.



CAF labels are also required for each door blank, door frame (lining or casing) you are licensed to supply under the details of your CAF certificate. You may also be licensed to supply 'standard' door frames, linings or casings, which are designed to be used with all volume-produced fire doors defined by the scope of your CAF certificate.

When converting door blanks, a label will also be required describing the make of door blank and rating.

British Woodworking Federation, The Building Centre, 26 Store Street, London, WC1E 7BT

Tel: 0844 209 2610 | Fax: 0844 209 2611 | Email: bwf@bwf.org.uk | Web: www.bwf.org.uk

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Scheme membership cost

BWF-CERTIFIRE Scheme joining fee:

For a BWF Member £250 + VAT or a Non-BWF Member £1,000 + VAT.

After the first year all members must make an annual minimum scheme contribution of £250 + VAT (non-BWF Member £500 + VAT). This will be invoiced in January, but rebated through a discount of £42 + VAT (non-BWF Member £84 + VAT) per reel of labels ordered (for the first 6 reels).

Label costs

The promotion of the scheme is funded through the sale of labels. Appropriate labels must be applied to all fire doors or frames certificated through the BWF-CERTIFIRE Scheme.

TOTAL ORDER (Labels with the same CAF No.)	Non-BWF Members price per Reel	BWF Members Price per Reel	High volume BWF Members Price per Reel
1-9 Reels	£246.73 + VAT	£119.23 + VAT	£47.00 + VAT
10-24 Reels	£116.53 + VAT	£72.70 + VAT	£47.00 + VAT
25 – 49 Reels	£95.44 + VAT	£54.61 + VAT	£47.00 + VAT
50 – 74 Reels	£90.86 + VAT	£49.96 + VAT	£47.00 + VAT
75 or more Reels	£81.69 + VAT	£41.69 + VAT	£41.69 + VAT

Note:

- Labels can only be ordered in Reels (1 Reel = 1,000 labels)
- High volume rate applies to BWF members ONLY who purchased more than 250,000 labels in the prior year and each order is for 5,000 labels or more
- The BWF has the sole design copyright on the label
- The labels can only be obtained direct from the BWF
- The labels can only be applied to Members' doors that conform in all respects to the requirements of the BWF-CERTIFIRE Scheme
- Prices include one delivery to UK mainland addresses
- Delivery to overseas addresses will be charged extra at cost

Indicative costs of certification

The precise cost of certification will vary and we encourage you to contact WCL on +44 (0) 330 222 0321 to discuss your requirements. We have provided some **indicative** WCL costs below:

Application for product certification	£845 + VAT
Initial FPC Audit Fee	£820 (per day) + VAT
Initial & Annual License Fee (per door manufacturer)	£320 + VAT

Reasonable travel, accommodation and subsistence costs, where necessary, are additional to those listed in the table above. Ongoing costs will include an annual audit and licence fees. A 5 year review is also charged.

Joining BWF-CERTIFIRE Fire Door and Doorset Scheme

Please contact the British Woodworking Federation on 0844 209 2610 or email bwf@bwf.org.uk or visit www.bwfcertifire.org.uk for more information.