



ActivFire[®] Advisory Note AN-005

ActivFire[®] verification and validation of test reports to Australian Standards by non-Recognised Agency for Conformity Evaluation (RACE)

This advisory note provides important information regarding the verification and validation of evidence of conformity submitted by Registrants to CSIRO's ActivFire[®] Scheme.

Background

Due to a limited number of RACE, CSIRO's ActivFire[®] Scheme had previously accepted test reports from non-RACE submitted by Registrants as evidence of conformity. Effective from July 2023, the following steps and criteria have been adopted to provide a uniform approach to how CSIRO's ActivFire[®] Scheme verifies and validates test reports or evaluation of conformity reports submitted by Registrants from non-RACE.

Changes to Steps and Criteria

Test reports, or evaluation of conformity reports, to Australian Standards (AS) from non-RACE submitted as evidence of conformity will be processed as below:

Step 1

Evidence of conformity submitted will first be reviewed against the criteria listed below:

- Evidence is issued by an accredited testing authority under the ILAC-MRA addressing the relevant requirements and/or standard(s) of the product.
- Evidence is written in English, or where test reports were originally produced in a language other than English, suitable translations shall be supplied in addition.
- Evidence contains sufficient detail to describe the product being evaluated with no abnormalities on the report or in relation to the test program or test results.
- CSIRO's ActivFire[®] scheme shall be satisfied that the accredited testing authority has acted with integrity and independence when completing the test program.

Upon completion of the review to the criteria listed above, CSIRO's ActivFire Scheme will advise either of the following:

- a) A verification and validation report is required by CSIRO Infrastructure Technologies (as described in Step 2), and a quote will be issued by CSIRO's ActivFire[®] Scheme to complete the verification and validation report, or
- b) Further testing of the product including an evaluation of conformity report is required by a RACE, or
- c) Notification that the evidence of conformity does not meet the initial criteria listed above.

Step 2

Evidence of conformity will be verified and validated by CSIRO Infrastructure Technologies against the following criteria:

- That the evaluation schedule was designed and applied to each component submitted for certification.
- That the evidence contains information stating that the product and all relevant components meet the relevant requirements and criteria.

A Verification of Conformity report will be prepared by CSIRO Infrastructure Technologies detailing the results of the verification and validation activities.

Step 3

If the verification and validation of the evidence of conformity as described in Step 2 meets the relevant requirements and criteria, the product will be registered by CSIRO's ActivFire® Scheme and a Certificate of Conformity (CoC) will be issued.

If, however, the evidence of conformity is not to an extent and in a form that enables verification and validation of the Registrant's attestation of conformity for the product, notification will be issued to the Registrant accordingly.

Timeline of Changes

July 2023

- New registration of products with evidence of conformity from non-RACE will be required to follow the steps and criteria above.

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- AN-005 published.

Issuing Authorities

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