

## **NATIONAL TECHNICAL APPROVAL (DIT)**

DOCUMENTO DE IDONEIDAD TÉCNICA (DIT)

### **DIT surveillance regulation**

#### **SURVEILLANCE REGULATION OF THE NATIONAL TECHNICAL APPROVAL (DIT)**

(IETcc. October 1998)

#### **INDEX**

- 1. INTRODUCTION.**
- 2. PURPOSE OF THE REGULATION.**
- 3. INSPECTION.**
- 4. PROCEDURES.**
- 5. FINANCIAL REGIME.**

#### **1. INTRODUCTION**

The issuing of a DIT to a certain product (material, procedure or construction system) is the consequence of a favourable technical assessment by the IETcc of the fitness for the intended use of said product.

In order for a DIT to be issued, it is necessary for the manufacturer to have implemented a self-control system appropriate to the type of product and the particularities of its production methods.

This self-control must allow the manufacturer to ensure the regularity and homogeneity of the manufactured product and its traceability, thereby ensuring that the final performance of the product is analogous to that evaluated in the DIT.

In order for the assessment carried out when granting the DIT to be considered valid over time, it is necessary to periodically supervise the control carried out by the manufacturer, to ensure its veracity and effectiveness, as well as the necessary comparative tests and trials of the results obtained by the manufacturer.

On the other hand, the recognition criteria of the DIT within the scope of the UEATc Organization, in accordance with *Rule 04 for the Confirmation of the National Technical Approval*, establish the need to periodically check the factory quality control system as a requirement to carry out the confirmation of DIT between Member Institutes.

#### **2. PURPOSE OF THE REGULATION**

The purpose of this Regulation is to establish the procedures and criteria applicable to the Factory and/or work Surveillance Inspections, to be carried out by the IETcc or an organization recognized by it, in order to verify that:

- The manufacturer performs the self-check specified in the DIT.
- The manufacturing processes correspond to those established in the DIT.
- The product maintains the characteristics specified in the DIT.
- The installation of the system is carried out in accordance with the indications of the DIT.

### 3. INSPECTION

The inspection will be carried out by personnel of the IETcc or of an Agency authorized by the IETcc.

The manufacturer will collaborate with the inspection allowing access to all the places where the materials are manufactured or controlled and will make available the appropriate devices and qualified personnel, as well as information regarding the works carried out and their incidents.

The number of ordinary inspections during the validity period of the DIT will be two per year.

Corresponds to the Inspection, following the pre-established control program:

#### **CHECK THAT:**

- The self-test runs correctly and with the expected frequency.
- The results of the self-inspection and inspection are in accordance with the DIT specifications.
- The manufacturer has a register (or system of records and files), at the disposal of the Inspection Body, where it collects the results of its self-control, different for raw materials, components, the manufacturing process and finished products.
- The records are kept during the validity period of the DIT.
- The manufacturing processes have not been modified, or the modifications do not influence the final characteristics of the product.
- The appropriate measures are adopted depending on the result of the self-control, to guarantee the traceability of the product.
- The marking is successful.
- The installation of the system is carried out in accordance with the DIT specifications.

#### **MAKE:**

- Inspection tests, using the manufacturer's own facilities.
- Inspection and contrast tests in the IETcc laboratory or laboratory recognized by it.
- Site inspection visits.

### 3.1. PHASES OF THE INSPECTION PROCESS

#### 3.1.1. Factory visit

To guarantee the quality and traceability of the products and compliance with the requirements regarding self-control specified in the DIT, the inspection will carry out its control by completing the following PHASES:

#### **Phase A: Control of reception of raw materials and/or components**

The Inspection will check and verify the Registry of the Identification Controls of raw materials and/or components, as well as the Certificates issued by manufacturers or supplying companies, by item received.

#### **Phase B: Control in the manufacturing process**

The Inspection will check and verify that the manufacturing process and the means of Control comply with the specifications indicated in the Technical Report of the DIT.

#### **Phase C: Control of the finished product**

The Inspection will check and verify that the self-controls of the finished product correspond to what is specified in the DIT and that the characteristics of the final product conform to those indicated in the Technical Report of the DIT.

#### **Phase D: Tests**

The Inspection will identify the samples necessary to carry out the inspection and contrast tests, to be carried out in the manufacturer's laboratory and in the laboratory of the IETcc or body recognized by it.

### 3.1.2. Visit to works

Depending on the characteristics of the product subject to DIT, the Inspection may include as part of the monitoring, check and verification of the procedures for putting the product on site and its behaviour in finished works. For this, the number of visits to be carry out will be set in the Surveillance Contract, by the Inspection accompanied by a representative of the manufacturer.

To carry out the works inspections, the manufacturer will provide an updated list of those carried out since the last visit, in order to allow the DIT Unit to prepare a survey on them.

## 4. PROCEDURES

The Inspection will prepare an inspection minute signed by the manufacturer's representative and the inspector, which will be submitted to the DIT Unit.

With the inspection minute, the DIT Unit will prepare an Inspection Report, which will include: the inspection minute, the result of the visit and tests, the Inspector's proposal based on the results obtained, the result, if applicable, of the survey on works carried out and all the information necessary for the understanding and interpretation of these results.

The Inspection Report will be presented to the Technical Commission for Concession and Processing of the DIT (hereafter Technical Commission) which will adopt a decision, which may be:

### **CONFORM** **NOT CONFORM**

**The conforming inspections** will be presented to the Directorate of the IETcc, which will issue the favourable monitoring certificate. **Non-conforming inspections** will be communicated to the manufacturer, so that he can make the necessary corrections, according to the following procedure:

- 1<sup>st</sup> The manufacturer will be given a period of one month to correct the deficiencies indicated in the Inspection Report, at the end of which an extraordinary verification visit will be carried out.
- 2<sup>nd</sup> If the result of this new inspection turns out **-Not conform-** the Technical Commission will agree, depending on the seriousness of the deficiencies found, the actions to be followed, among the following:
  - a) Proposal to the IETcc Director for a temporary suspension of the DIT for 6 months, period at the end of which an extraordinary new inspection visit would be made.
  - b) Proposal to the IETcc Director for cancellation and withdrawal of the DIT.

The decisions of the Technical Commission will be communicated in writing to the holder of the DIT, who may file an appeal addressed to the Directorate of the IETcc within a period not exceeding fifteen days from the date of receiving communications about the inspection.

The Management of the IETcc will resolve the appeal by communicating in writing to the manufacturer the final decision and the complementary actions that may stem.

## 5. FINANCIAL REGIME

The processing of the Surveillance Contract will begin once the Commission of Experts of the DIT has decided the favourable assessment of the product. The cost of the Surveillance Inspection and ordinary and extraordinary visits will be reflected in the corresponding section of the Contracts established for the performance of the DIT and the Surveillance. The Surveillance Contract must be formalized before the final issuance of the DIT.