



APPROVED

Mark of Excellence

How to Obtain Approval: *The Process*

FM Approvals offers worldwide certification and testing services of industrial and commercial property loss prevention products. Recognized and respected across the globe, FM Approvals' certification process assures customers a product has been objectively tested and conforms to the highest international and most national standards. Outlined below is the five-step process to becoming FM Approved:

Step 1: Manufacturer Request

The manufacturer submits a letter, fax or e-mail to FM Approvals requesting Approval for a product or assembly and provides location, scope of work, model numbers, specifications and applicable sales literature.

Step 2: Proposal Issue and Manufacturer Authorization

A proposal letter is sent by FM Approvals with scope of work, cost estimates, schedule, required tests and sample needs to customer. For new customers, a one-time contractual agreement is also mailed for signature (Master Agreement). The manufacturer then authorizes proposal in writing and submits all requested material and information identified in the proposal.

Step 3: Review, Testing and First Audit

Drawing or specification to product comparisons are made by FM Approvals. If all necessary items are received, testing is scheduled and conducted. The investigator visits the client's facility (if first-time client or new manufacturing location) to review quality control procedures prior to product Approval by FM Approvals.

Step 4: Report, FM APPROVED Mark and Listing

Once testing has been completed successfully, a report is prepared and reviewed for technical accuracy and quality. Samples are retained and archived as necessary, returned to the client or disposed of per client's instructions. FM Approvals sends the final report to the manufacturer. Approval is effective as of date of report. The manufacturer may then label the product as FM Approved and the product is listed in the *Approval Guide*, a resource of FM Approvals, at www.approvalguide.com. FM Approved roofing assemblies are entered into RoofNav, our Web-based tool at www.roofnav.com.

Step 5: Follow-Up Audits

Follow-up audits of manufacturing facilities are required in order to maintain FM Approved status. The frequency of audits is determined in accordance with authorities having jurisdiction (AHJs) over the installed product.

For more information, please visit
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www.fmapprovals.com

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