

APPENDIX A – PRODUCT APPROVAL GUIDELINES

The primary purpose of this Appendix is to provide manufacturers and suppliers with a guide as to how to provide Icon Water with sufficient details so that products and materials can be evaluated for inclusion in Icon Water's Approved Products List (APL).

Introduction

The Water and Sewerage Network (Design and Maintenance) Code made under the *Utilities (Technical Regulation) Act 2014* requires Icon Water to develop, maintain and implement design standards. The Icon Water Approved Products List (APL) forms part of Icon Water's suite of design standards.

Icon Water has a history of issuing "Product Acceptance Certificates" to suppliers and manufacturers to formally indicate that a particular product or material is approved for use by Icon Water within certain asset areas and with certain limitations. The historical practice of issuing certificates has now ceased (as at 2017) and the official record of whether or not a product or material is approved for use by Icon Water is the Icon Water Approved Products List (Icon Water Document No. STD-SPE-G-006). This document will be made available via the Icon Water website. A supplier or manufacturer is however free to request a letter/certificate from Icon Water confirming product approval if they desire.

Unapproved Products and Materials

Unless specifically indicated otherwise, products and materials which are not included in the current APL are not approved for use within Icon Water's networks and facilities and shall, at the discretion of Icon Water, be removed and replaced at the designer's or constructor's cost (as applicable). If the designer or constructor is in any doubt as to whether a product or material is approved for a specific application they should contact Icon Water prior to purchasing.

Icon Water Approval Obligations

Icon Water is under no obligation to approve for use any products or materials which are not specifically listed in Icon Water's APL (regardless of whether any manufacturer, supplier, constructor or designer believes such alternative products or materials are equivalent to those listed in the APL). This stance is taken so that Icon Water can have consistency within its installed asset base. This consistency allows for more efficient spares holding; more specific worker training programs for installation, operations and maintenance; and generally a more reliable and affordable water supply and sewerage system for the residents of the ACT.

In some product categories, the number of competing (approved) products has been limited for the reasons stated above. Manufacturers and suppliers should note that non-approval by Icon Water does not necessarily mean that their product is inferior, it may be just not practicable at the time to provide such an approval as additional costs may be required which cannot be justified at the time. Such costs could also include the cost of reviewing products when product testing and trials are required.

Approving Authority

Product approvals, whether they be related to the APL or whether they be project specific approvals, can only be provided by the Icon Water Technical Authority or their authorised delegate.

Annual Review and Approval Expiry Dates

The APL will be reviewed annually. Any products which have been submitted for approval within the previous 12 months and have been found to be of benefit to Icon Water will be approved and included in the next issue of the APL. As part of the review process, some products which were previously approved may have their approval withdrawn. This may be due to a number of reasons such as but not limited to (i) a product detail change by the manufacturer or supplier (ii) a change in the supply chain, or (iii) that particular product being found to be inferior or out-of-date etc. compared to a newly included product (when the number of competing products has been limited). As such, there will no longer be an expiry date on product and material approvals. If a product or material is still relevant, still holds the necessary certifications, is still fit-for-purpose and still provides value-for-money compared to competing products (not currently approved) then it will as a general rule remain on the APL.

Pathways to Product Approval

There are two pathways to receiving a product approval. These are:

<p>Desktop Evaluation Pathway</p>	<p>The manufacturer or supplier submits sufficient documentation so that Icon Water can conduct a desktop evaluation of the product(s) requiring approval.</p> <p>This pathway is recommended when the manufacturer or supplier already has (i) a WSAA appraisal (ii) WaterMark certification and/or an AS/NZS 4020 compliance certificate for potable water applications, and (iii) a history of approval at MRWA, Sydney Water and Hunter Water (or other Australian Tier 1 urban water authorities).</p> <p><u>Note 1:</u> Relevant overseas experience may in certain circumstances, and at the discretion of Icon Water, be substituted in lieu of local approvals and WSAA appraisals etc.</p> <p><u>Note 2:</u> Inspection of the physical product will also be a requirement in many instances. Icon Water will request this if the application has sufficient merit for further evaluation.</p>
<p>Testing Pathway</p>	<p>The manufacturer provides, at no charge to Icon Water, actual products for physical testing and trials. Icon Water will then either (i) install such products and evaluate them either under normal operating conditions for an extended period, or (ii) engage a reputable laboratory to perform accelerated or long-term testing.</p> <p>Alternatively, the manufacturer arranges and pays for testing at a reputable laboratory based on the user requirements provided by Icon Water.</p> <p><u>Note:</u> This pathway is recommended when the product is new to the market and is yet to receive an approval from any Australian Tier 1 urban water authority and/or a WSAA appraisal.</p>

Manufacturer/Supplier Commitment to Product Support

Icon Water requires that all products and materials submitted for approval be supported by the supplier and manufacturer. Product support includes:

- a) Prior notification of any change to the product itself, place of manufacture, method of manufacture, supply chain, quality assurance practices and other relevant details.
- b) Training of Icon Water personnel and Icon Water contractors in the installation, use, operation and maintenance of the product or material upon initial approval of the product or material.
- c) Notification to Icon Water of any non-conformance report (NCR) or corrective action request (CAR) issued to the applicant or a supplier in regards to the product or material.
- d) Notification to Icon Water of any expiry or termination in regards to the certification of the product or material by one of the submitted certifying bodies (e.g. WaterMark, WSAA etc.)

- e) Commitment to action and remedy a notification issued by Icon Water of any NCR or CAR issued to the applicant or supplier of the approved product or material.

Application for Product and Material Approval

The applicant should address all applications for product and material approval to the Icon Water Technical Authority:

Att: Technical Authority

Icon Water Ltd

GPO Box 366

Canberra ACT 2601

Email: talktous@iconwater.com.au , technicalassurance@iconwater.com.au

Icon Water reserves the right to reject an application. If Icon Water considers that the application has sufficient merit but is lacking in some way, then it may seek further information from the applicant. If CAD drawing(s) and/or 3D model file(s) of the product are not submitted with the application, then Icon Water may request this.

By making an application, the applicant is deemed to agree to the publishing of details of approval or rejection of products and materials by Icon Water.

A checklist has been provided in Appendix B of this APL which provides requirements for the type and level of detail required for Icon Water to undertake a desktop evaluation of the product or material. If the applicant would prefer that the “testing pathway” be used to approve a specific product or material, then they should contact the Icon Water Technical Authority to request a meeting in the first instance prior to making a detailed application.