



Administrative Office
1769 St. Laurent Blvd., Suite 104
Ottawa, ON K1G 5X7
Phone: 613-233-1510
www.igmaonline.org



IGMAC – Notice of Changes

To: Certified IGMAC Manufacturers

From: Insulating Glass Manufacturers Alliance (IGMA) & AMS, Inc. (Certification Body)

Date: 8-14-2019

Subject: **IGMAC Certification Process Changes following ANSI Accreditation Assessment**

Topics & Summary of Changes:

As a result of gaining ANSI Accreditation for the IGMAC Program an opportunity has come up to help strengthen the Program by inspecting some already-existing IGMAC Program Requirements at time of regularly scheduled audits. The requirements are listed below, including where the requirement can be referenced in the IGMAC Certification Program Manual (Ver. 40):

1. **QC Designee – Person Responsible for Quality Control** (CPM Appendix F. Section B.1)
2. **Procedure for Incoming Materials** (CPM Appendix F Section C.3)
3. **Record Type of Component Testing** (CPM Appendix F Sections C. 3.1, 3.2, 3.3 & D.1)
4. **Inspection Record Retention** (CPM Appendix F Section H. 2)

Timeline for Implementation

While the above requirements have already been added to the IGMAC Audit Form (to prepare for implementation), the IGMAC Program will not enforce conformance to the newly added items until **9-15-2020** to allow time for Manufacturers to adjust processes accordingly. After that date all findings of non-conformance as a result of regularly scheduled audits will require Manufacturer corrective action to maintain IGMAC Certification (just as it is now).

Thank you for your attention to this matter. If you have any questions, please feel free to contact us any time and as always, thank you for your support of the IGMAC Certification Program.

Best Regards,

Margaret Webb
IGMA Executive Director

John G. Kent
Certification Body