

CODE OF CONDUCT

Preamble

IFPA (Installation and Fabrication Plastic Pipe Association) is a voluntary association and an affiliate of SAPPMA, which is incorporated under the laws of South Africa as a Section 21 Company. IFPA represents plastics pipe Installers and Fabricators.

The members of IFPA agree to bind themselves to a code of conduct and policies which will demonstrate their commitment to lawful business practices, free and fair competition and compliance with competition and environmental laws, rules and regulations as well as the production and marketing of highest conforming quality products and services.

Objectives

- To ensure compliance with all applicable standards and policies
- To develop standards where not available
- To provide correct technical information to the market
- To demonstrate commitment to honest business practices and the highest ethical standards
- To ensure that members comply with all statutory environmental laws and regulations
- To create confidence in the downstream side of the plastics pipe industry
- To ensure compliance with the Competition Act 89 of 1998

Compliance

Members shall:

- Ensure that the welders that they employ are certified by a MerSETA accredited training provider.
- Comply with all legislative and regulatory requirements specified by SANS/ISO/CEN/ASTM/DIN/AS as well as others mutually agreed upon by the Association.
- Not supply counterfeit or inferior products, services or designs and pay due regard to trade mark, copyright, design and patent ownership and all other intellectual property rights.
- Pass the IFPA announced and unannounced audits
- Comply with all relevant laws and regulations in the operation of their businesses
- Refrain from any form of corruption with customers, suppliers, competitors, legal authorities and any other persons
- Comply with all environmental laws and regulations in their business operations

Non-Compliance by Members

Regulation

Any complaint that an IFPA member is in breach of this Code of Conduct shall be reported to the IFPA Chairman for investigation. Non-compliance with this Code of Conduct may lead to expulsion from IFPA, as outlined below.

Disciplinary steps

1. Letter or e-mail to member, allowing reasonable time to rectify.
2. Temporary suspension (6 months) and published on IFPA website.
3. Suspension (12 months, plus re-application) and published on IFPA website.

Members who are pipe fabricators and installers agree to:

- Undertake to preferentially use SAPPMA endorsed pipe in their fabrications and installations. In case of imported pipe, pipe shall as a minimum be supplied by an ISO 9001 or equivalent certificated company
- Allow sampling and testing of fabricated and installed products at any time and without prior notification, subject to principal contractor agreement
- Allow unannounced factory and site audits
- Regularly submit an updated list of certified welders per Appendix A
- The Association making public any repeated non-conformance to this Code of Conduct
- Adhere to Appendix C [20190904 IFPA Audits REV V]



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Use of IFPA Logo

Members will be entitled to use the IFPA logo on their stationery and products, signifying their membership compliance with this Code of Conduct.

Attendance of meetings

Members must attend a minimum of four meetings per year.

Signed at _____ on this ____ day of _____ 201__

Signature _____

Name _____

Designation _____

Company _____



APPENDIX A

LETTER OF UNDERTAKING BY PIPE FABRICATORS AND INSTALLERS

_____ *[Company name]* utilises the services of appropriately certified welders who have passed the merSETA NQF Level 2 Thermoplastics Fabrication (Basics of welding) course. (In accordance with SANS 10269, and SANS 10270. The aforementioned certificate is a certificate of competence)

Every weld is uniquely identified with the company's IFPA numbered stamp (as supplied by the Association) and the qualified welders' stamp, as supplied by the member company.

Name, ID number, certification number and status of each welder: [list below or attach]

With specific reference to pipe, we confirm that we will preferentially use SAPPMA endorsed pipe and fittings that conform to applicable SANS.

This letter furthermore serves as confirmation that _____ *[company name]* is in full agreement with and support of the IFPA Code of Conduct and that we take note of the compliance requirements as per Appendix B.

As senior managers of this company we carry full responsibility of the products manufactured and therefore endorse this quality statement by the inclusion of our signatures on this page.

Managing Director

Factory or Contracts Manager

APPENDIX B

The welding equipment and process shall comply with the applicable Standard for the operation as follows:

- The SANS 1671 'series' of standards specify the requirements for conformance of machines and equipment, e.g. SANS 1671-1 Part 1: Heated tool welding.
- The SANS 10268 'series' of standards specify the requirements for conformance of welding processes, e.g. SANS 10268-1 Part 1: Heated tool welding.
- The SANS 1671 and 10268 'series' of standards specify the requirements for conformance of machines and equipment, and processes respectively for:
 - Heated tool welding (Butt welding)
 - Electro-fusion welding
 - Hot gas welding
 - Hot gas extrusion welding
 - Solvent welding
 - Ultrasonic welding, staking and insertion

IFPA Members should have copies of the above SANS Standards, have a full understanding of the content and of the implementation.

Approval

Before work commences, a client, either directly or via their consultant, may require approval and certification be obtained. This is achieved by conforming to the following:

- SANS 10269 Welding of thermoplastics – Testing and approval of welders
- SANS 10270 Welding of thermoplastics – Approval of welding procedures and welds.

They are usually, but not necessarily, conducted for a range of pipe diameters, small (<160 mm), medium (160 – 315 mm) and large (>315 mm) and for a particular machine or equipment. The process of each approval is witnessed and checked by a qualified inspector (Plastics|SA Certificate of Competence 'Thermoplastic Welding Inspection' or AIA Approved Inspection Authority) who certifies conformance on completion in accordance with SANS 10268-10 and SANS 6269.

IFPA Members must have copies of these SANS Standards and may be required to undergo approval before work commences.

Additional information

IFPA members wishing to further differentiate themselves shall apply the following Standards:

- SANS 6269 Welding of thermoplastics – Test methods for welded joints.
- SANS 10268-10 Welding of thermoplastics – Welding processes Part 10: Weld defects.

IFPA Members should have copies of the above SANS Standards, have a full understanding of the content and of the implementation.

APPENDIX C

Re: IFPA Audits

In conformance with IFPA's Code of Conduct and relevant SANS, IFPA's members shall conform to the following:

1. Welding operations shall be conducted in a controlled environment – factory, workshop or welding tent.
2. Welding machine files to be in place and machines maintained in line with the relevant part of SANS 1671 – inspection documents have been circulated to assist in this matter.
3. Equipment used to verify compliance of welding machines and ovens shall be calibrated – Vernier, OD tape, scale, pyrometer and pressure gauge.
4. Calibrated equipment shall only be issued to trained and competent staff.
5. Welder's credentials shall be available, welder's qualifications and destructive tests reports, on completed welds shall be included to demonstrate competency.
6. Welding processes shall conform to the relevant part of SANS 10268.
7. Works Orders/Job Cards shall include QC checks – visual inspection, workmanship and dimensions – a printed copy of weld defects (SANS 10268 – 10) shall be available in the workshop to assist with the inspections.
8. Fabrication shall conform to standard product drawings or client issued drawings that shall indicate tolerances.
9. Weld protocols shall be recorded for every weld – maybe on the back of the job card to minimise documentation.
10. Use of non-conforming/non-traceable pipe, fittings, sheeting, welding rods and fillers, generic welding tables, methylated spirits and welding machines not conforming to the relevant SANS 1671 is prohibited or any part of the relevant product standards and welding standards, e.g. SANS ISO 4427, SANS ISO 21138 and associated normative reference standards.
11. Stub holders shall be used when ending pipe to ensure accurate alignment.
12. Copies of the relevant standards and standard drawings shall be available for reference purposes.
13. Materials shall conform to the applicable SANS, e.g. SANS 4427, and COC and COA to be obtained and filed for all bought out materials – pipe, fittings, flanges, etc.
14. Fabricated items shall be marked in conformance with SANS 4427 Part 3: Table 8.
15. Derating of fittings in conformance with the applicable standard, e.g. SANS 4427 Part 3, shall be applied.
16. Conforming handling and storage of material and finished goods shall be implemented and maintained.
17. A "Non-conformance File" shall be implemented and maintained.
18. Members will be subject to announced and unannounced audits – that shall not be punitive but assist in reducing, or eliminating, nonconformances and achieving improvements.

Please note this is the current IFPA minimum audit requirements, the end user may have more stringent requirements that will take president. This document will be revised as necessary to conform to standard revisions, procedures and audit findings to ensure the longevity of our



members businesses. We trust this clarifies IFPA's intentions in this matter, if you have any questions, or we can be of any further assistance, please contact us.

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