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Notice of Changes to Certification

To: **SGCC Approved Laboratories**

From: **Safety Glazing Certification Council (SGCC)**

Date: **December 9, 2024**

Subject: **(AMENDED REMINDER) IMPORTANT SGCC Changes following the August 2024 Certification Committee Meeting and Protocol for Laminated Test Sample Processing**

Items Approved by SGCC that affect Testing Laboratories:

A. Changes to the SGCC Lab Manual (Attached Final Copy)

i. Revisions throughout to align with the [SD-210 Guidance for SGCC Certification of Laminated Glass](#)

ii. Additional protocol added to **Section A.12** regarding penalty fees accrued for overdue routine test reporting.

“Test reports that fail to meet 60-days shall incur penalty fees of 5% per test for each week overdue. Failure to meet a 6-month average test report turnaround time of 90-days shall be recommended to the Laboratory and QA Inspection Subcommittee for removal from the SGCC Approved Testing Laboratories List.”

Key Notes: Each month SGCC will send out Lab Progress reports that include specimens received at the Lab. **Please see below an example of this report which will indicate test reports approaching or exceeding the 60-day requirement.**

							Yellow >= 45 Days	Effective 1/1/2025: Test reports that fail to meet 60 days shall incur penalty fees of 5% per test for each week overdue. (Lab Manual A.12)
							Orange >= 60 Days	
							Red >= 90 Days	
Lab Management Report								
Lab: LAB NAME HERE CITY, STATE								
Certification Period: F25								
Specimens: 4								
ABC01NY		ABC Glass				Sackets Harbor, NY		
SGCC #	Cert Stat	Insp ID	Selection Date	Due Date	Lab Rec'd Date	Days Since Sample Rec'd		
1234	C	47	5/15/2024	6/26/2024	78 8/1/2024	117		
1235	C	47	5/15/2024	6/26/2024	78 8/1/2024	117		
1236	C	47	5/15/2024	6/26/2024	78 8/1/2024	117		
1237	C	47	5/15/2024	6/26/2024	78 8/1/2024	117		

- It is the responsibility of the laboratory to track, adjust, and submit testing invoices to SGCC accordingly.

- The invoice should clearly indicate the penalty percentage adjustment per each test report.
- Any test report received after January 1, 2025 will be subject to this penalty fee.
- Lab invoices should not be sent prior to SGCC receiving the final test report(s) as they will be sent back for revisions if necessary


iii. Additional protocol options added to **Section E.4:**

Options if any part of the configuration (lite+interlayer+lite) is confirmed to be **thicker** than the thinnest certified configuration listed on corresponding SRF:

1. **Prior** to testing - please contact SGCC directly and await further directions before proceeding.
2. **Post** testing - a sample (minimum size 2" x 2") shall be labeled with the Plant ID, SGCC number, and held for 30 days from the date the report was issued to SGCC.

New Laminated Glass Test Sample Processing:

- 1.) **Sample receipt Form(s) (SRFs)** - Sample Receipt Forms have been updated to reflect the changes to laminated certification. Please note areas below that have been updated:



Sample Receipt Form

PO Box 730
Sackets Harbor, NY 13685
Phone: (315) 646-2234 Fax: (315) 646-2297

Auditor ID: 53 A.

SGCC #: 9346 L24

Min. Conf. 5,5-0.76(b) Max Conf. 8+,8+-0.76(b)

Laminated Safety Glass 0.030

Test Standard: COMP+CAN

Drop Height Class: A

Product: Company: Yakut Cam A.S

Plant Location: Sancaktepe, Istanbul

Plant ID: YCA01TK

Auditor: Sampled By: _____ Date Sampled: _____ **INSP. or PART.**
Size Sampled: _____ No. Samples to be selected: 7 **selected? (circle one)**

Note: B.

1. For Laminated Sample:

- Interlayer Brand Selected/To Be Tested (For Laminated Samples): Kuraray Trosifol

- Thickness of laminated glass sample(s) (ie thinnest): Min. Conf. 5,5-0.76(b)

2. See *Note below, regarding laminated glass

3. Type of Tempered Glass Submitted: (Clear, MCSC, or MCHC) _____

Upon completion of this inspection, mail or email this form to the SGCC office.

Testing Laboratory: Architectural Testing Inc. (an Intertek Company) York, PA Lab ID: 100

Note: After completing all the requested information below, SGCC should be notified within 3 days of the date the sample is received at the laboratory. If sample is not received, notify SGCC on _____

DO NOT TEST IF OUT OF THICKNESS RANGE & UNTIL YOU RECEIVE AUTHORIZATION FROM SGCC

Date Sample was received at Laboratory: _____ Size Received: _____

Indicate nominal thickness of all specimens (impact and boil). Use the impact specimen with the largest overall thickness and the boil specimen with the largest overall thickness to measure the thickness of each lite of glass and the plastic interlayer to be documented on the final test report. *C.

IMPACT	1: _____	2: _____	3: _____	4: _____	5: _____
BOIL	1: _____	2: _____	3: _____	4: _____	

***Note:** For ongoing laminated certification, testing shall be done on the thinnest interlayer and the thinnest product certified.

Reproduce the information from the permanent label on each specimen. You may use a pencil rub copy of the label information if it is READABLE. If it is not reproducible in this manner, please hand write the label information. If all labels on each specimen are the same, please indicate "same".

*Are SGCC paper selection labels present? (Please check one) YES NO

D.5 Pattern Impression - Attach a copy of the pencil impression (or digital photo) of all pattern glass (not of each specimen unless different) to the SRF.

- A. **Min. & Max. Configuration Certified** (Based on Latest Passing Test Report(s))
- B. Ongoing thinnest makeup, this is the thinnest certified configuration for this certified product. Also, what should be provided for testing.
- C. **Thickness Measurement Prior to Testing** ***Section C of Form Amended:** Labs must initially measure the nominal thickness of all the specimens sent in for testing. Use the impact specimen with the largest overall thickness and the boil specimen with the largest overall thickness to measure the thickness of each lite of glass and the plastic interlayer to be documented on the final test report. **See above addition to Guideline E.4 for details regarding the protocol/options.**

A. **Laminated Product Label Verification**

- A. Due to the updated labeling requirements grace period **ALL** laminated labels *regardless of compliance or non-compliance of any kind*, will be issued a waiver to proceed with testing by SGCC until July 1, 2025. You must still record the label on the SRF. If any portion of the label is incorrect you do not need to contact SGCC staff for further direction as review and action will be taken by SGCC on a case-by-case basis. Normal protocol of contacting SGCC prior to testing for label issues will resume July 2, 2025. **There is no protocol change for tempered products as this applies to laminated products ONLY.**

This memo will also be posted to the SGCC website at <https://www.sgcc.org/memos>. ***Please review the “To” section of this email to see which contacts were notified of these changes. Be sure to forward this memo to all appropriate parties that were not included.** *

Thank you for your attention to these matters. If you have any questions, please feel free to contact us at any time. As always, thank you for your support of the SGCC Certification process.

Kind Regards,

Kristin Best

SGCC Program Manager