CARES Construction Products and Associated Services Scheme

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Quality and Operations Assessment Schedules

CP & AS 11	Stocking and Distribution	February 2002
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CP & AS 14	Withdrawn	
CP & AS 15	Manufacture of Reinforcing Steel Mats	February 2002
CP & AS 16	Stainless Steel Bar and Coil for the Reinforcement of Concrete	February 2024
CP & AS 17	Withdrawn	
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CP & AS 20	ASTM Steel bars for reinforcement of concrete	March 2023
CP & AS 21	Withdrawn January 2023. Superseded by SSRC 01.	
CP & AS 22	Hot rolled flat steel products for the steel construction and industrial applications	March 2018
CP & AS 23	ISO 6935-2 weldable and non-weldable ribbed bars, coils and decoiled steel products for the reinforcement of concrete	June 2020
CP & AS 24	Quality and operations assessment schedule for Hong Kong Standard (CS 2) Steel Reinforcing Bars for the Reinforcement of Concrete	June 2020
CP & AS 25	Quality and operations assessment schedule for ASTM Carbon and low allow steel bars and coils for the reinforcement of concrete including inspection and testing requirements for supply to NEOM project	March 2024
Other	Please note that product standards outside of the current CARES scope of accreditation can be certified under a flexible certification scope. The flexible scope of accreditation is subject to an annual review by UKAS	

Amendment Control Sheet

Section	Amendment	Date of Issue
01 – Introduction	Authority`s logo amended	January 2017
04 – Operating Procedure	Certificate of Approval mechanism amended	January 2017
10 - Fees	Fees amended	January 2017
05 - Costs	Updated to take account of new Terms of Business which is to be issued separately	January 2018
10- Fees	Removed in line with new Terms of Business	January 2018
Contents	CP & AS 22 and CP & AS 23 added	March 2018
Contents	CP & AS 24 added	December 2018
Contents	CP & AS 21 amended	August 2019
01 – Introduction	Editorial changes made and definitions were removed under another section	January 2020
02 – Organisation	Editorial changes on clause and alignment with other scheme manuals. ***This section is now Section 4.0***	January 2020
02 – Definitions	***New Definition section formed as Section 02.*** Certification mark edited and QR Code added	January 2020
03 – Policy and Objectives	Editorial changes on clause and alignment with other scheme manuals. ***This is now under Section 3.0 Objectives***	January 2020
04 – Operating Procedure	Certificate of Approval – QR Code applicable to the firm. Added undertake relevant public reporting Editorial changes on several clauses and alignment with other scheme manuals. ***This is now Section 5.0 Operating Procedures***	January 2020
05 – Cost	***This is renumbered as Section 6.0***	January 2020
06 – Records	This Section is deleted	January 2020
07 – Regulations	Editorial changes and alignment with other scheme manuals	January 2020
08 – Use of Logo	This section was deleted, and Application and Declaration has been renumbered as ***Section 8.0***. Digital record – Cares Cloud User details added	January 2020
Contents	CP & AS 20, 21, 23 and 24 amended	June 2020
02 – Definitions	Certification mark edited and QR Code added to ISO 9001	June2020

05 – Operating Procedures	QR Code use to Management system Certificates added.	January 2021
Contents	CP & AS 16 amended	January 2021
Contents	Other added	March 2022
Section 2.4.1	CARES logo guidelines referred	March 2022
Section 4.2	Updated to remove reference to the number of executive and non-executive directors	March 2022
Section 7.14	Addition of website	March 2022
Section 7.16.9	Reference to the crown and tick replaced with UKAS symbol for clarity	March 2022
Section 8.7	Added request for information on consultancy	March 2022
All	CARES logo updated.	January 2023
Contents	CP & AS 21 withdrawn.	January 2023
Section 2.4.1	CARES website updated.	January 2023
Section 4.6	New section to clarify that administration of the scheme is applied in an impartial and non-discriminatory way. Authority address amended to 4.7.	January 2023
Section 4.7	CARES website and email address updated.	January 2023
Section 7.5.15	New section to permit third party accreditation assessment teams to witness the Authority's audit team.	January 2023
Section 7.5.16	New section on the use of CARES Cloud.	January 2023
Contents	CP & AS 6 and CP & AS 16 amended	February 2024
Section 4.6	Clarification that the Authority confines its requirements, evaluation, review, decision and surveillance to those matters specifically related to the scope of certification.	February 2024
Section 5.7.1	Updated to include certificate suspension, clarification of process for resolution, and list of examples expanded.	February 2024
Section 7	General update to the following sections - 7.5.2, 7.5.8, 7.5.13, 7.9, 7.10, 7.14, 7.16.9 and 7.16.10 (new section).	February 2024
Section 8	8.7 updated to include provision of information for newly commissioned sites. 8.8.g. new clause added.	February 2024
Contents	CP & AS 20 amended	March 2024
Contents	CP & AS 25 NEOM added	March 2024
Section 9	Normative References added.	March 2024

1. INTRODUCTION

1.1 This manual presents the detail of the Certification Scheme for the Production and/or Supply of Construction Products and Associated Services and describes the operating procedures. A continuous review of the scheme and this manual is maintained by the Board of Management of the Authority, who will arrange for revised editions to be issued as necessary. Each revision of the manual will bear the date of issue.

2. DEFINITIONS

The terminology used throughout accords with ISO 9000 Quality management systems – Fundamentals and Vocabulary.

2.1 Appeals Panel

A panel of the CARES Board of Management delegated by the Board to hear and consider appeals relating to the Scheme. The Panel appointed in respect of each appeal shall be selected from members of the Board (other than the Chief Executive Officer) and shall consist of a chairman and two members, none of whom shall have any commercial interest in the subject of the appeal.

2.2 Applicant

An individual, firm, partnership or body incorporated or unincorporated which has applied for but has not yet been granted a Certificate of Approval.

2.3 Authority

The UK Certification Authority for Reinforcing Steels (CARES), a company limited by guarantee and registered under the Companies Act 1948-81 under No 1762448.

2.4 Authority's Certification Marks

2.4.1 CARES certification mark and Static QR Code.

Where applicable, the Schemes will include the CARES certification mark and Static QR Code for Product Certification and Quality systems to ISO 9001. The certification marks are defined in the CARES guidance document 'How to use the CARES certification marks', the latest issue is available on the CARES website www.carescertification.com. It is strongly recommended that this is regularly reviewed prior to use of any certification marks to ensure use in accordance with the latest guidance document.

2.4.3 CARES rolling mark

The symbol as shown: 

2.5 Board

The Board of Management established as the governing body of the Authority under the Articles of Association and which may, under the articles of Association, delegate certain of its powers to subsidiary committees, which will be comprised of certain members of the Board and invited experts as required.

2.6 Certificate of Approval

A certificate issued under a specific serial number by the Chief Executive Officer on behalf of the Board recognising that the product and/or quality system operated by the Firm having been assessed by the Authority or its Agents is in accordance with these Regulations.

2.7 Chief Executive Officer

The member of the permanent staff of the Authority appointed for the time being by the Board to be in executive charge of the Authority's operations.

2.8 Firm

An individual, firm, partnership or body incorporated or unincorporated which has been granted a Certificate of Approval.

2.9 Quality and Operations Assessment Schedule

A document which amplifies and particularizes the requirements of the Scheme in relation to the specific manufacturing operations and processes of services involved in the provision of construction products and/or associated services.

2.10 Scheme

The certification requirements for the production and/or supply of construction products and associated services established in accordance with this manual which is based on the demonstration of the continuing operation of the quality assurance system consistent with BS EN ISO 9001 and the relevant Quality and Operations Assessment Schedule as specified by the Chief Executive Officer.

2.11 Standards

The product standard and/or customer specification as laid down in the relevant Quality and Operations Assessment Schedule.

3. OBJECTIVE

3.1 The objective of the Scheme is to give confidence to the purchaser and user of construction products and/or associated services that the product and/or service complies with the appropriate specification without the need to undertake separate verification. It involves the application of quality assurance principles to assess the supplier's quality management systems and, as appropriate, product testing, to ensure conformity with the requirements contained in this Scheme.

3.2 The system is based on the following principles:

a) The Scheme is concerned with ensuring that the products and/or services comply with the relevant Standards.

b) The responsibility for compliance with Standards rests absolutely with the firm.

c) The means of ensuring consistent compliance with the Standards is the formal quality management system which the supplier must operate and implement to the satisfaction of the Authority and which is subject to assessment by the Authority at periodic intervals.

3.3 The Scheme is implemented by the Authority and applies to products and/or services and suppliers of construction products and/or associated services who supply to the appropriate and relevant published standards as determined by the Authority. It is intended that the certification will be an assurance of quality and that the requirements of the certification scheme are rigorous. Nevertheless, the legal responsibility for compliance with the relevant published standards remains with the producer or supplier.

3.4 The acceptance and/or specification by Government Departments and major users of construction products and/or associated services supplied under this Scheme, will help ensure recognition of this Scheme.

3.5 The Scheme provides for assessment by the Authority, acting independently of the supplier, of the quality assurance procedures to ensure conformity to the appropriate Standards thus eliminating the need for the purchaser to carry out separate testing. This does not preclude the right of the purchaser to carry out independent testing.

4. ORGANISATION

4.1 Administration of the Scheme is by an independent Board of Management, hereafter referred to as the Board. The Board is responsible for policy and all matters arising from the Scheme's operation.

4.2 The Board is composed of executive directors and non-executive directors and is chaired by an independent Chairman.

4.3 The Board is advised by a number of committees, one being the Policy Advisory Committee (PAC). A primary function of the PAC is to ensure the Board is made aware of the views of interested parties regarding policy and strategy and also to receive issues as reported by the Board.

4.4 A Chief Executive Officer (CEO), appointed by the Board, is responsible for the granting of, and where necessary, the withdrawal of certificates of approval, in accordance with the operating procedures and regulations of the Authority. He/she is responsible for the routine business activities of the company, direct co-operation with purchasers, suppliers and inspection bodies and the publication of a list of all those Firms holding certificates of approval.

4.5 The Chief Executive Officer (CEO) may, from time to time, appoint external inspection bodies to act as agents of the Authority for the purposes of assessment, surveillance and testing. He is an ex-officio member of the Board.

4.6 Administration of the Scheme is applied in an impartial and non-discriminatory manner. The Authority confines its requirements, evaluation, review, decision and surveillance to those matters specifically related to the scope of certification. For further information reference should be made to the Authority's impartiality policy statement available at www.carescertification.com.

4.7 The Authority is based at the following address:

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Tel: 00 44 1732 450000
E- Mail: general@carescertification.com
Website: www.carescertification.com

5. OPERATING PROCEDURES

5.1 General

5.1.1 A producer / supplier who claims to be able to satisfy the qualifying requirements should apply for the recognition of his ability to produce / supply construction products and/or associated services in accordance with the relevant Standards. The Authority in conjunction with its Agents assesses each application and when satisfied, issues a Certificate of Approval. This is an entitlement for the firm where approval is for product approval to identify any product listed in the Certificate of Approval with the Authority's Certification Mark. The Certificate of Approval is only to be used in conjunction with the serial number of the relevant Certificate of Approval. Details of the assessment procedures are contained in relevant Quality and Operations Assessment Schedules.

5.2 Applying for a Certificate of Approval

5.2.1 Applications for a Certificate of Approval are made to the Chief Executive Officer stating for which Standards certification is being sought. The Applicant is required to have and be able to demonstrate:

a) The technical ability and resources required to manufacture and/or supply to the relevant Quality and Operations Assessment Schedule.

b) A quality assurance system consistent with BS EN ISO 9001 together with such quality and operation assessment schedules as the Authority, in its absolute discretion, requires to ensure that all requirements covering materials and inspection by the producer which are specified in the Standards will be met. The system is to be described formally in a Quality Manual.

c) A proven ability to manufacture and/or supply those products for which approval is being sought regularly to the Standards covered by this Scheme.

5.2.2 Applications for approval must be on a completed Application and Declaration Form accompanied by the appropriate application fee and documentation before the application can be considered. The Application and Declaration form includes a legally binding undertaking by the Applicant to comply with all the requirements from time to time laid down by the Authority and not to use the Certification Mark or number should approval be withheld or withdrawn.

5.2.3 Certificate of Approval may be granted only to applicants who manufacture and/or supply regularly.

5.2.4 When the Applicant is approved a Certificate Number will be issued.

5.3 Test Laboratories

5.3.1 Where applicable, the manufacturers' internal test laboratories must be approved as part of their assessment under the Scheme. Failure of assessment of such test laboratories will not permit these test laboratories to be used for the testing of material for certification or for routine testing to the appropriate Standards.

5.3.2 At the discretion of the Authority, test laboratories, which are not an integral part of the producer's organisation, may be used for the purposes of applying for a Certificate of Approval under this Scheme and/or for the carrying out of routine/purchasers' tests required by the relevant Standards. Such test laboratories must be acceptable to the Authority for the test associated with the approval.

5.4 Assessment of Application

5.4.1 The purpose of the assessment is to establish that the applicant has the capability to meet with the Authority's requirements.

5.4.2 The Applicants application will be subjected to an initial review by the Authority. This review will be based upon:

a) The written description of the producers quality assurance system.

b) Such additional evidence as may be required by the Scheme.

5.4.3 A favourable review will be followed by an assessment at the Applicants works or premises to confirm by examination that the described arrangements are being worked to and are effective.

5.4.4 If at this stage the application does not in the view of the Authority justify the expense of proceeding further, the applicant will be notified and given reasons.

5.4.5 The assessment will be conducted by the Authority's agents and the programme will provide for:

a) An introductory meeting with the Applicant during which the assessment procedures will be explained.

b) A timetable of activities so that arrangements can be made for appropriate staff to be available during the assessment.

c) Full assessment in accordance with the Quality and Operations Assessment Schedule.

d) A final meeting at which the Assessors will present their findings to the Applicant.

5.4.6 A recommendation for approval will be produced when all the reported deficiencies have been addressed to the satisfaction of the Authority.

5.4.7 The Applicants application, the assessment report and recommendation will then be considered by the Chief Executive Officer. When the Chief Executive Officer is satisfied that the Company meets the requirements of the Scheme, a Certificate of Approval will be issued.

5.4.8 If approval is withheld the reasons for this will be communicated to the Applicant together with recommendations for any corrective action which needs to be implemented before the application can be reconsidered. Should an Applicant wish to appeal against the withholding of the Certificate of Approval, the appeal will be heard in the manner described in the Regulations of the Scheme.

5.5. Certificate of Approval

5.5.1 Product conformity certificates

5.5.1.1 The Certificate of Approval is valid for one year with renewal subject to continuing satisfactory performance. The certificate will state:

a) The scope of approval and, in the instances of product conformity, the relevant standards which are within the assessed capability of the producer/supplier.

b) The name of the Firm and location(s) of the works/premises to which it applies.

c) The certification number and QR code applicable to the Firm.

5.5.2 Management system Certificates

5.5.2.1 The certification cycle for management system certificates extends over 3 years. Prior to the end of the 3 year cycle a re-certification audit shall be carried out. A satisfactory re-certification audit shall lead to re-certification and the start of the next 3-year certification cycle.

The certificate will state:

a) The scope of approval and, in the instances of product conformity, the relevant standards which are within the assessed capability of the producer/supplier.

b) The name of the Firm and location(s) of the works/premises to which it applies.

c) The certification number and QR code applicable to the Firm.

5.6 Maintenance of certification

5.6.1 It is a condition, of the granting of the certificate of approval, that the Authority shall assess each element of the management system for quality at least once per year. This shall generally be via two audits within a twelve month period, the results of which will be reported to the approved Firm. If these audits show that the Firm continues to comply with the requirements of this certification scheme, as amended from time to time, a certificate of approval will be re-issued at the beginning of each year. The Chief Executive Officer reserves the right to request further visits. Firms approved under the Scheme, as appropriate, shall undergo a triennial reassessment of their quality system by the Authority.

5.6.2 The performance of the approved Firm, as determined by the Chief Executive Officer, including the results achieved under audit and test, may enable the testing programme defined in the appropriate quality and operations assessment schedule to be amended. Such a decision will be made in writing to the approved Firm prior to the audit to which any amended testing regime will apply.

5.6.3 If required by the purchaser the Firm shall provide a copy of its certificate of approval.

5.7 Suspension or withdrawal of the Certificate of Approval

5.7.1 The decision to suspend or withdraw a Certificate of Approval is made by the Chief Executive Officer. After the decision, the producer and/or supplier in question has the right to appeal to the Appeals Panel. A producer/supplier who has had their Certificate of Approval suspended can reapply for approval and any evaluations, reviews or decisions needed to resolve the suspension shall follow the Authority's certification procedures. A twelve-month period must elapse before any producer/supplier, who has been removed from the approved list due to withdrawal, can re-apply for approval. Examples of the reasons for withdrawal of the Certificate of Approval are:

a) Recurring non-compliance with any of the specified properties or other criteria specified in the relevant Standard.

b) Uncorrected deficiencies noted during a surveillance visit.

c) Misuse of the certification mark and other identification marks or failure to use them.

d) Refusal or hindrance to allow the Authority to carry out inspection or testing.

e) Refusal to produce documentary evidence of routine test results.

f) The appearance on site of downgraded material which has knowingly been sold as being of prime quality and ostensibly complying with Standards.

g) Circumstances which may affect the confidence of the public or authorities on the reliability of the Scheme.

h) Failure to report any significant changes in the sources of material and/or processes which were in force at the time of the initial inspection and for which a Certificate of Approval was granted.

i) Fraudulent behaviour.

j) Bringing the Authority into disrepute.

6. COSTS

6.1 Fees are reviewed annually and the CARES Standard Terms of Business, as amended from time to time, shall apply. Adequate notice will be given as to any impending change.

7. REGULATIONS

7.1 These Regulations relate to the "CARES Certification Scheme for the Production and Supply of Construction Products and Associated Services", hereinafter called the Scheme.

7.2 For the purpose of these Regulations the definitions of the terms used are set out in Section 2 of this manual and or the relevant quality and operations assessment schedule.

7.3 The Board of Management is the sole authority by which Certificates of Approval may be granted or withdrawn and acts through the Chief Executive Officer who, for the purpose of making assessment under these Regulations, may from time to time delegate his functions to individuals whom he may appoint or remove as he may deem necessary subject to such conditions as the Board of Management may from time to time impose.

7.4 An Applicant Firm which satisfies the Chief Executive Officer that it is capable of compliance with the Scheme and that carries on a *bona fide* business and provides such undertakings as the Chief Executive Officer may require shall, subject to complying with the conditions of these Regulations as amended from time to time and such undertakings, be entitled to a Certificate of Approval which shall nevertheless remain the property of the Authority. Approved application procedures are set out elsewhere. Initial Certificates are valid from the date of issue to the end of the calendar year. Thereafter certificates are issued at the beginning of each calendar year and are valid for the following twelve months subject to the terms of these Regulations as amended from time to time. If a Firm does not intend to renew its Certification at the end of any year of Registration, it must inform the Chief Executive Officer in writing with a minimum of one calendar months' notice of its intention not to do so. A Firm's right to use the Certificate of Approval is not transferable without the permission in writing of the Chief Executive Officer. The Certificate of Approval shall (unless prior written approval for its transfer has been granted by the Chief Executive Officer) be returned to the Chief Executive Officer at the end of the year of registration if the Certificate is not renewed.

7.5 A Firm shall

7.5.1 At all times comply with these Regulations as amended from time to time;

7.5.2 Use the Authority's certificate of approval and certification marks, in accordance with the conditions defined in this manual, only in respect of the manufacture of goods, the operation of processes or the offering of services which are the subject of the certification of approval at or from the addresses stated on the certificate;

7.5.3 Maintain and document a management system for quality in accordance with this manual and make available copies of all or any part of the documented system should the Chief Executive Officer require it to be lodged with the Authority for reference purposes;

7.5.4 Not vary significantly the quality system under which any Certificate is issued during the period of the approval unless it shall have given the Authority notice in writing of its intention to do so, and shall have received confirmation in writing from the Chief Executive Officer that such variations do not render the Certificate invalid;

7.5.5 Discontinue any use of the Authority's Certification Logo which is unacceptable to the Chief Executive Officer and any form of statement with reference to the authority of the Firm to claim compliance with the Scheme which in the opinion of the Chief Executive Officer might be misleading;

7.5.6 Give representatives of the Authority access during normal working hours to sites in which work, the subject of the Certificate of Approval, is being carried out for the purpose of examination of materials, processes, finished articles, methods of test, records, details of internal audits and systems, or establishing that the procedures for the termination of approval described in Regulations 7.5(h) have been carried out if necessary;

7.5.7 Nominate for the approval of the Chief Executive Officer a management representative and one or more deputies authorized to act in the main nominee's absence (and replacement nominees as may be necessary) who shall be responsible for all matters in connection with the requirements of the Certificate of Approval and who shall, upon each visit by the representatives of the Authority, sign a declaration to the effect that any changes in production or other information relevant to the conditions under which the Certificate of Approval is held have been notified to the Authority;

7.5.8 Upon termination, suspension or withdrawal of the Certificate of Approval (however determined) forthwith discontinue the use of each of the Authority's certification marks and all advertising matter which contains it or any reference thereto. In addition, any other documents in the possession of the Firm which bear reference to the Certificate shall, if the Chief Executive Officer requires, be so treated to erase it. The Authority shall take action to make all necessary modifications to the certificate of approval, public information, authorisations of the use of certification marks, etc., to ensure it provides no indication that the affected product/service/system continues to be certified;

7.5.9 Only supply products that comply with all properties or other criteria specified in the relevant Standards. Repeated failure to comply with any of the above specified properties will be cause for withdrawal of the Certificate of Approval;

7.5.10 Correct deficiencies noted during a surveillance visit;

7.5.11 Not deliver or sell or knowingly permit the delivery or sale of downgraded material as prime quality complying with the Scheme;

7.5.12 Not conduct its operations in a manner which may affect the confidence of the public or authorities in the reliability of the Certification Scheme;

7.5.13 Document and report quarterly the number of complaints received, the results of the investigations and action taken. The Firm shall take appropriate action with respect to complaints relating to the compliance of such products, processes or services to

which the certificate of approval applies. Significant complaints shall be reported to the Authority without delay;

7.5.14 Permit the Authority to use the product test data in a non-attributable way to facilitate research and development of Standards and Codes and undertake relevant public reporting;

7.5.15 Permit third party accreditation teams to witness the Authority's audit teams performing audits, including access to its premises for doing so, upon request;

7.5.16 When notified by the Authority to do so, use and thereafter continue to use the CARES Cloud to upload, maintain and make available product test data in accordance with the Approved Firm Digital Supply Chain User Guide and the CARES Cloud (Portal) Terms of Use as may be updated from time to time. The Firm will be given notice in writing of any such updates notifying the Firm of the date by which it must comply with the updated Approved Firm Digital Supply Chain User Guide or CARES Cloud (Portal) Terms of Use.

7.6 Failure to produce material which is the subject of the certificate of approval, during the period covered by that certificate, may result in the certificate of approval lapsing. In these circumstances, the approved Firm can reapply for assessment for a new certificate of approval, when normal production has been resumed.

7.7 Having regard to the Authority's costs relating to administration of the Scheme, a Firm shall pay:

7.7.1 An Application fee (to accompany the application for a Certificate of Approval).

7.7.2 A certification and digital activation fee (to cover initial approval).

7.7.3 The additional costs of visits, assessment, surveillance, supervision and testing incurred by the Board and its agents.

7.7.4 An annual levy (for the maintenance of approval) as determined by the Board from time to time. The Board reserves the right to adjust the fees being levied.

7.7.5 Any additional costs incurred by the Authority due to the Firm's non-compliance with these Regulations.

7.8 The Chief Executive Officer shall:

7.8.1 Send a representative to the Firm at his discretion, but in any case not less than twice in any year in which the Firm is manufacturing goods, operating processes or offering a service for which it holds a Certificate of Approval for the purpose of verifying that the obligations imposed by the Certificate of Approval are being carried out;

7.8.2 Notify the Firm of any changes in the Manual and give the firm such time as, in the opinion of the Board of Management, is reasonable in which to adjust its processes and relevant procedures to meet the revised requirements;

7.8.3 Not disclose any information concerning the Firm which is of a confidential nature, other than information which is in the public domain;

7.8.4 Notify the Firm at his discretion of customer complaints relating to the compliance of such products, processes or services to which the Certificate of Approval applies.

7.9 If a Firm is temporarily unable to comply with the requirements of these Regulations as amended from time to time, the Chief Executive Officer may require the Firm to discontinue the use of either or both of the authority's certification marks or any claim of compliance with the Scheme with immediate effect until he is satisfied that compliance is again achieved, or pending the result of an appeal under Regulation 7.11.

The Authority shall consider and decide upon the appropriate action which can include:

a. Continuation of certification under conditions specified by the Authority;

b. Reduction in the scope of certification to remove nonconforming products, processes or services;

c. Suspension of the certificate of approval pending corrective actions;

d. Withdrawal of the certificate of approval.

7.10 If the Firm fails to comply with these Regulations as amended from time to time the Chief Executive Officer may, subject to the provisions in Regulation 7.11, as appropriate

a. Suspend or withdraw the Certificate of Approval or reduce the scope, or

b. Refuse to grant or renew the Certificate of Approval or extend the scope.

Such decisions, and the grounds for them, shall be communicated to the Firm in writing and the Authority shall take action to make all necessary modifications to the certificate of approval, public information, authorisations of the use of certification marks, etc., to ensure it provides no indication that the affected product/service/system continues to be certified. Action may also be taken to notify other parties as appropriate, such as Accreditation Bodies.

7.11 The Chief Executive Officer may, at his sole discretion, withdraw or refuse to grant or renew a Certificate of Approval if the Firm becomes subject to a change of ownership, the bankruptcy laws or makes any arrangements or composition with its creditors, or enters into liquidation, whether compulsory or voluntary or has a Receiver appointed. Such decisions and the grounds for them shall be communicated to the Firm in writing.

The Chief Executive Officer, before renewing or granting a Certificate of Approval, may insist the Firm undergoes a re-assessment and resubmits a completed application.

7.12 In the event of a Firm wishing to appeal against any decision of the Chief Executive Officer under these Regulations, it shall, within 14 clear days after having been officially informed of such a decision, give notice in writing to the Secretary of the Board of Management of its desire to appeal against that decision and grounds for doing so. A meeting of the appeals Panel shall be held within 30 clear days of receipt of such notice and the appellant shall be given at least 7 clear days' notice of the time and place of such a meeting. The decision of the Chief Executive Officer shall stand, pending any meeting of the Appeals Panel. At such a meeting both the appellant and the Chief Executive Officer shall be entitled to be heard in confidence. The decision of the majority of the appeals Panel as declared by its Chairman shall be final.

7.13 These Regulations may from time to time be altered by the Board of Management. No such alterations shall affect the right of any Firm to use the Authority's Certification or claim compliance with the Scheme unless it shall have been given notice in writing of such alterations by the Chief Executive Officer who will notify the Firm of the date by which it must comply with the altered Regulations, which shall not normally be less than six months from the date of notification of the alterations.

7.14 A register of Firms shall be kept by the authority and shall be open to inspection by the public at the website or registered office of the Authority. Additionally, the Authority is required to provide certificate information to the relevant Accreditation Body and International Accreditation Forum (IAF) for publishing on their database.

7.15 Any notice under these Regulations shall be in writing and signed by or on behalf of the party giving it and may be served by leaving it or sending it by prepaid recorded delivery or registered post at or to its address for the time being (registered office where applicable). Any notice so served by post shall (unless the contrary is proved) be deemed to have been served forty-eight hours from the time of positing; and in proving such service it shall be sufficient to prove that the notice was properly addressed and was posted in accordance with this clause.

7.16 The holder of a certificate of approval approved under this Scheme shall use the relevant CARES certification marks, as described in Section 2 of this manual. A company shall use the marks as follows:

7.16.1 The certification marks are not transferable and shall only be used in conjunction with the company and works name shown on the certificate of approval.

7.16.2 The certification mark shall at all times incorporate the certificate number allocated to the company.

7.16.3 The CARES rolling mark, where applicable, shall be applied to all ribbed and indented material produced under the certificate of approval.

7.16.4 Firms granted Certificates of Approval for a product approval may reproduce the certification mark, QR Code and number of the relevant Certificate of Approval on all relevant documentation and labelling.

7.16.5 The certification mark shall be used on products and/or labels attached to products covered by the Certificate of Approval with the appropriate certificate number and static QR code. The certification marks shall not be used in a manner that may imply products are approved that are not covered by the certificate of approval. It is misleading to associate the certification mark with statements implying that goods are approved that are not subject to the Certificate of Approval.

7.16.6 Electronic versions of certification mark and QR Code are obtainable from the Authority. The certification mark shall be applied on all labels attached to material covered by the certificate of approval.

7.16.7 The certification mark, and where relevant the rolling mark, shall be applied to all test certificates for materials produced under the certificate of approval.

7.16.8 In accordance with clause 7.10 of the Regulations, upon cessation of approval, the Firm shall discontinue to use the certification marks and immediately destroy all stocks of documentation carrying the certification marks.

7.16.9 Use, where appropriate, the certification marks in advertising and correspondence with the exception that the accreditation mark/symbol may not be included in promotional goods. The certification marks shall be used in compliance with the requirements of the Scheme and CARES ‘How to use CARES certification marks’ document.

7.16.10 Firms granted certificates of approval can provide a copy of valid certificates to third parties to demonstrate the status and scope of certification held. The certificate shall be reproduced in its entirety.

8. APPLICATION AND DECLARATION

A completed application, including the declaration, signed on behalf of the Firm, by a director or officer of the company and an application fee, should be sent to the Chief Executive Officer of CARES. The following details must be completed in the English language. Please type your answers, or write in capitals in black pen, and answer all questions. A version of this form is available in Microsoft Word from the CARES Office.

8.1 Your Company

Name of ultimate parent company	
Name of company applying	
Address of Head Office	
Town	
County	
Post Code	
Country	
Telephone	
Fax	
Website	
Head Office (Group) Contact: **Title e.g. Dr. Mr. Ms. Mrs. etc.**	
Group Contact Full Name	
Position	
e-mail	
Contact number	

8.2 The site to be certificated

Name of site	
Address of the site	
Town	
County	

Post Code	
Country	
Telephone	
Fax	
Website	
Number of employees and shifts	
Title and full name of the Management System representative	
Position	
Email	
Contact number	
CARES Cloud User	
Position	
Contact number	
Email	

8.3 Financial contact details

Name of Contact to send invoice to:	
Address Invoice to be sent to	
Town	
County	
Postcode	
Country	
VAT Registration number (EU countries)	

8.4 Other contact details

Audit Coordinator: Title and Full Name	
email	
Contact number	
Commercial Contact: Title and Full Name	
email	
Contact number	
Website	

8.5 Names and activities of all Group Members

8.6 Scope of Activities:

CP & AS Number - Product Standard(s)

Quality management systems Standard: BS EN ISO 9001

8.7 Additional information (all applicants):

Do you currently operate a documented quality system?	
Is your quality system Certificated?	
If so, when was certification first achieved:	
By which certification body/bodies:	
For what scope:	

Has certification ever been refused to you or withdrawn from you by another certification body?	
If so; give brief details why:	
Has consultancy relating to the product and/or management system (as applicable) to be certified been provided and, if so by whom?	
Is the site newly commissioned? If yes, please provide appropriate health and safety information for CARES auditors.	

8.8 Declaration (A copy should to be retained by the Applicant)

8.8.1 In the event of being accepted for consideration for a Certificate of Approval, we undertake to demonstrate our ability to comply with the requirements set out in the Scheme.

8.8.2 In the event of being granted a Certificate of Approval we further undertake to:

a) Abide by the Regulations as amended from time to time by the Board of Authority.

b) Pay the fees and costs required by the Board.

c) Accept periodic inspections by the Board and its Agents.

d) Identify the reinforcing steel products covered by the certificate of approval with the CARES logo and, in the case of ribbed bars, with the particular rolling mark specified by the Authority.

e) Report immediately to the Chief Executive Officer of the Authority any changes in practice or conditions from those pertaining at the time of the satisfactory assessment leading to Approval.

f) Respect all changes in those Standards for which Approval to manufacture or supply has been given.

g) Inform the Authority, without delay, of the occurrence of a serious incident, breach of regulation, complaint, fraudulent behaviour, product failure or requirement necessitating the involvement of the competent regulatory authority.

8.8.3 The acceptance of our application shall constitute a contract between ourselves and the Authority but not between ourselves and any other applicant for, or holder of, a Certificate of Approval.

8.8.4 In the event of being granted a certificate of approval, we understand that we are responsible for complying with the Scheme regulations as amended from time to time and ensuring all goods and services supplied under the certificate of approval comply with such regulations and are fit for use. In addition we confirm that we will not make or be involved in, directly or indirectly, any claim against the Authority whatsoever and we undertake to keep the Authority, its Board of Management, officers, employees and agents fully indemnified against any losses, liabilities, costs, claims, actions and demands, which they may incur or which may be made against them as a result of or in relation to any actual or alleged breach by us of the regulations as amended from time to time or as a result of or in relation to any use of the Authority's certification mark or failing to comply with the assessment requirements of the Authority as amended from time to time.

8.8.5 This undertaking and the Regulations of the Authority (together with all other documents referred to therein) shall be governed by, and construed in accordance with, English law. We hereby submit to the non-exclusive jurisdiction of the English courts for all purposes connected herewith.

Application Fee enclosed:	£ _____
Quality Manual (in English enclosed):	Yes/No
Signature (for and on behalf of the Applicant as declaration of agreement with the requirements of CARES CP&AS Scheme)**:**	
Name (printed):	
Position:	
Company:	
Dated:	

9. NORMATIVE REFERENCES

The following standards are relevant to the application of this scheme document and associated appendices. Unless agreed otherwise during the application process, the latest version (inclusive of its updated amendments) of the product or management system standards will apply. The applicable standard and date shall be stated in the CARES product and/or management system certificate published on the CARES website.

ISO 9001:2015/Amd 1:2024 Quality Management Systems – Requirements