

 GOVERNMENT OF DUBAI	Organization/Unit:	إدارة مختبر دبي المركزي Dubai Central Laboratory Department	الوحدة التنظيمية:	 بلدية دبي DUBAI MUNICIPALITY
	Document Title:	Specific Rules for FA Certification of Ready-mixed Concrete Plants and Trucks as per DMS 026	عنوان الوثيقة:	
	Doc Ref.	DM-DCLD-RD-DP21-2177 (IC)	رقم الوثيقة:	

Issue Date	Rev. No.	Summary Of Amendments
29-05-2011	0	First draft for comments
13-02-2013	0	Final draft
15-04-2013	1	Issue for use
08-11-2016	2	Added Annex 1 for provisions for certifying ready mix concrete transport facilities that are not owned by ready mix concrete plants
01-03-2017	3	Added provision for validity of CBU certification clause [3.2.3], and further clarification on certification of transport facilities Annex 1 clause [5]
17-03-2019	4	Updated format as per new DM template and new DM logo
08-03-2020	5	Adding the Technical personnel availabilities requirements in the RMX plants and some corrections/modifications
21/07/2020	6	Add the options for initial audit by the approved CAB and remotely by PCAS. Adding definition for authorized auditor. Update for the new numbering system and followed terminologies. Additional application documents requirements. Reflecting the additional reference documents. Clarifying the responsibilities of the certified clients. Detailing the fee structure. Adding Trucks in the title of the document and the related definition of applicant . Removing AD 316 from the title as it is included within the body of the document

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1. GENERAL

1.1 INTRODUCTION

This document describes the specific rules and procedures for the certification of ready-mixed concrete plants and trucks through the factory assessment scheme as provided by Dubai Municipality Administrative Decision (316) 2012 and against the requirements of Dubai Municipality Standard Specifications DMS 026.

Applicants for certification under this scheme shall comply with this Specific Rules and also with the provisions of DM-DCLD-RD-DP21-2001(IC) "General rules for Third Party Product Certification scheme through Factory Assessment". In case of inconsistencies of requirements (between the General Rules and Specific Rules), the provisions of this Specific Rules shall prevail.

1.2 MAIN CRITERIA FOR CERTIFICATION AND NORMATIVE REFERENCE /STANDARDS

This document provides specific rules and procedures for certifying ready-mixed concrete plants and trucks in accordance with Dubai Municipality Standard (DMS) Specification No. DMS 026 "Technical Requirements for the Operation of Ready-mixed Concrete Plants". In addition, the ready-mixed concrete plant shall implement a quality management system in accordance with ISO 9001. The following documents shall be referred to:

- Administrative Decision (316) 2012 on the "Control of ready mix concrete plants and central batching units in the Emirate of Dubai".
- General Rules DM-DCLD-RD-DP21-2001 (IC) and Specific Rules DM-DCLD-RD-DP21-2177 (IC);
- DMS 026 – Technical Requirements for the Operation of Ready-Mixed Concrete Plants (always refer to the latest edition)
- ISO 9001 – Quality Management Systems Requirements
- DM-DCLD-RD-DP21-2086 (IC) – Factory production control system for ready mixed concrete plants
- DM-DCLD-F-IC-2043 – Audit Checklist for RMX Plant and Trucks
- DM-DCLD-F-IC-2048 - RMX Inspection Form for Transit Agitator
- ISO 19011 Guidelines for Auditing Management Systems

1.3 SCOPE

- The certification is applicable to ready mix concrete plants, precast concrete plants (fresh concrete production), trucks and central batching units (CBU's) as defined in Administrative Decision (316) 2012.
- Certification shall be carried out for each plant in a specific location

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- c. Concrete transport companies may apply for certification of truck mixers for compliance with the requirements of Admin Decision (316) 2012, DMS 026 and this Rules (please See Annex 1).

1.4 DEFINITIONS

In addition to the definitions given in in the Administrative Decision (316) 2012, DM-DCLD-RD-DP21-2001 (IC) and DMS 026, the following shall also apply:

- a. Certification – procedure by which a third party gives written assurance that a product, process or service conforms to specified requirements.
- b. Specific Rules – a document specifying the set of rules that are applicable to a particular certification scheme. The rules shall be based on the requirements of the standard specification and applicable regulations, if available.
- c. Independent Testing Laboratory - Dubai Central Laboratory (DCL) or any testing laboratory recognized by (DCLD-PCAS).
- d. Independent Test – test performed or conducted by the recognized Independent Testing Laboratory
- e. Standard Specification – DMS 026 – Technical Requirements for the Operation of Ready-Mixed Concrete Plants
- f. Factory Production Control System (Product Quality Assurance Plan) - a document being agreed upon both by the client and the (DCLD-PCAS) being used to ensure continuous compliance of the certified product.
- g. QMS – Quality Management System aligned with the requirements of ISO 9001 Standard.
- h. Client: Manufacturer or producer of ready-mix concrete in Dubai
- i. Applicator : Client of Truck Mixers Certification (contractor or transportation company)
- j. DM Certification Body – Dubai Central Laboratory Department - Products Conformity Assessment Section (DCLD-PCAS)
- k. Authorized auditor : is any approved auditor by DCLD-PCAS either internal within DCLD or external (Approved CAB's auditor or approved auditor based on a signed contract)

2. REQUIREMENTS FOR CERTIFICATION

2.1 APPLICATION

2.1.1 The client shall apply to Dubai Central Laboratory through Products Conformity Assessment Section for the authorization to use the DCL Conformity Mark on their plants and trucks.

2.1.2 Application form shall be submitted by client to DCLD-PCAS together with the following documents:

- a. Industrial License
- b. Building completion certificate from DM-Building Permits Department for permanent ready-mix locations and

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precast factories

- c. Civil Defense Approval for permanent ready-mix locations and precast factories
- d. Complete product description and specifications
- e. Brief Description of Manufacturing Process
- f. Copy of the Quality Manual (Controlled Copy– In English) (If available)
- g. Vicinity Map and Factory Layout
- h. Valid Certification to ISO 9001 (if available)
- i. List of key personnel and their designation
- j. DM Approved Technical personnel as per Table 1 of DM/BD-Indicative Guide 01 – Annex 2 in this specific rules.
- k. List of available testing equipment and tests conducted internally
- l. Others

2.1.3 Application shall be location-specific (Refer to [1.3.b]). Each application shall refer to a single location only.

2.2 FACTORY OPERATION

2.2.1 Quality Management System

The client shall have a Quality Management System that is aligned to the requirements of ISO 9001 standard.

NOTE: Having a certificate of ISO 9001 is not a mandatory requirement; however the structure of the client's QMS shall be in line with its requirements.

2.2.2 Technical Requirements

The client shall implement the technical requirements as given in DMS 026. Records and evidence of implementation shall be maintained. The technical requirements as given in the DMS 026 refers to the following:

- a. Production and transport facilities
- b. Product realization and factory production control
- c. Personnel competence

2.2.3 Laboratory

The client shall have a quality assurance laboratory to carry out factory production control testing to ensure that the product comply with the requirements of the relevant standard specification and/or relevant customer specification as applicable. The laboratory shall have the necessary resources (personnel, facilities and test equipment) for implementing the "Factory production control system" as mentioned in clause [2.2.4].

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2.2.4 Factory production control system

The client shall implement a factory production control system that will ensure conformity of concrete with the specified requirements. The factory production control system shall be fully documented (procedures, plans, and records) and shall comply with the requirements of DM-DCLD-RD-DP21-2086 (IC).

2.3 INITIAL FACTORY AUDIT

2.3.1 Initial factory audit will be carried out by duly authorized auditor(s) which will cover auditing of the quality management system to verify its compliance with the requirements of ISO 9001, in addition to verify the implementation of DCLD-PCAS certification's requirements. Where possible; the audit can be carried out remotely as per (DM-DCLD-RD-DP21-2098 (IC) Guidelines for Remote Audit) or as per the related approved guidelines which are followed by the approved outsourced CAB.

The Audit Team shall be composed of:

- ISO 9001 QMS authorized auditor(s)
- Technical Expert/Technical Representatives

If necessary, members of the Audit Team may be outsourced from qualified personnel outside Dubai Municipality. Outsourcing shall be in accordance with DM-DCLD-IMS-RD-09 Outsourcing of certification activities.

2.3.2 Members of the Audit Team shall collectively have appropriate qualification and training in the field of quality management system auditing, and ready mixed concrete production, testing, inspection and quality assurance.

2.3.3 Factory audit shall be conducted by designated audit team in accordance with ISO 19011 – Guidelines for Auditing Management Systems.

2.3.4 The factory audit shall include (but not limited to) the following:

- Quality management system
- Production facilities (Plants and Transportation)
- Factory production control

2.4 IN-PLANT AND INDEPENDENT TESTING

2.4.1 The purpose of the in-plant and independent testing is to ensure that:

- the laboratory testing facilities are adequate and the laboratory personnel are competent to carry out the required tests according to the Factory Production Control requirements;

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- b. to verify that constituent materials and finished products are complying with the specified requirements as shown by the results of the factory production control testing.

2.4.2 In-plant testing

The duly authorized auditor(s) shall witness the conduct of in-plant testing to verify that the test is carried out in accordance with the relevant test method, and the results comply with the relevant specification (can be as per the specified mix design requirements). In plant testing may be carried out on constituent materials and/or finished product.

2.4.3 Sampling for independent testing

As part of the assessment of the ready-mixed concrete plant, the duly authorized auditor(s) shall collect samples of finished product in order to carry out independent testing for uniformity of in-plant central mixing operation and comparison with the results of in-plant testing.

2.4.4 Independent laboratory testing

The sample collected during the initial factory audit shall be tested at DCLD or DCLD-PCAS recognized Independent Testing Laboratory to verify that the material or product is complying with the relevant specification.

2.5 NON-CONFORMANCE WITH REQUIREMENTS

2.5.1 Any non-conformity noted during the initial factory audit shall be raised in a Non-Conformity Report (NCR). The factory shall be given adequate time to rectify the non-conformity and, if deemed necessary by the DCLD-PCAS, a follow up audit of the factory may be carried out to close the non-conformity.

2.5.2 Any non-conformance in the results of independent testing [clause 2.4.4] shall be raised as Non-Conformity Report (NCR) and the factory shall be given adequate time to rectify the non-conformance. A re-sampling and re-testing shall be carried out in order to close the non-conformity upon satisfactory compliance with the requirements.

2.5.3 Only after reassessment and subsequent compliance with the certification requirements shall the client be allowed to use DCL Conformity Mark on his plants/trucks that have been found complying with the certification requirements.

3. GRANTING OF THE DCL CERTIFICATE

3.1 CONDITIONS FOR GRANTING THE DCL CERTIFICATE OF CONFORMITY

3.1.1 When the results of the initial factory audit (including the independent testing) show conformity to the

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requirements, the Certificate of Product Conformity-Concrete Production and Delivery Facilities and the authorization to use the Plant and Truck Conformity Mark shall be issued to the client.

3.1.2 The client shall agree with DCLD-PCAS for the preparation and implementation of a product quality assurance plan / mechanism to ensure continuing compliance with the Standard Specifications and the requirements of this certification scheme. It shall consist of (1) an internal product quality assurance plan, and (2) an independent testing plan.

3.1.3 Internal product quality assurance plan

The client shall have an internal product quality assurance plan giving details of the tests to be carried out at the factory. This will include as a minimum, the following details: (1) location of sampling; (2) frequency of sampling; (3) quantities of samples; (4) tests to be carried out; (5) results acceptance criteria; and (6) responsible person to carry out the activity

The plan shall take into consideration the production process, the volume of production, the criticality of the test to be specified, and other relevant factors and shall comply with the requirements of DM-DCLD-RD-DP21-2086 (IC).

3.1.4 Independent testing plan

The client shall agree to an independent testing plan to be carried out on samples which are collected in accordance with DM-DCLD-RD-DP21-2096 (IC) – Surveillance of Certified Establishments under the Factory Assessment Scheme, and implemented by DCLD-PCAS

3.2 ISSUANCE OF DCL CERTIFICATE OF CONFORMITY

3.2.1 If the conditions mentioned in clause [3.1] are fully satisfied, the client shall be issued a Certificate of Product Conformity - Concrete Production and Delivery Facilities and authorization to affix the Plant and Truck Conformity Mark on the labels/delivery notes of the finished product as well as the batching plants and the certified truck mixers (where applicable) (Refer to DM-DCLD-IMS-RD-13 Terms and Conditions for the use of DCL Mark)

3.2.2 The Certificate and authorization shall be valid for one year subject to renewal upon continuing compliance with the certification requirements (as verified during periodic planned surveillance, clause [4]) and payment of applicable fees.

3.2.3 Since all CBUs require an “approval/no objection” issued by the relevant regulatory body before they can operate and supply concrete to construction sites, accordingly the validity of the DCL Certificate of Product Conformity of The CBU shall be one year, OR, up to the validity of its “approval/no objection”, whichever comes first.

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3.3 RESPONSIBILITIES OF THE CERTIFIED CLIENT

- 3.3.1 The client shall ensure that the plant continues to comply with the certification requirements at all times.
- 3.3.2 The client shall give the duly authorized representative(s) of the DCLD-PCAS, access during working hours, without prior notification, to the premises of the factory, for the purpose of surveillance as per clause [4].
- 3.3.3 The client shall inform the DCLD-PCAS in writing of any change of management, transfer of plant site, modification in the product, manufacturing process or factory's quality management system and any changes on delivery facilities.
- 3.3.4 In case of transfer of factory location, the Certificate of Conformity shall be deemed valid only after the audit of the Concrete Production and Delivery Facilities at the new site has been satisfactorily completed.
- 3.3.5 Any infraction stated in the Terms and Conditions of the certification scheme and the use of DCL Conformity Mark shall constitute sufficient grounds for suspension, withdrawal and termination of certification in accordance with DM-DCLD-IMS-RD-07.
- 3.3.6 Any dispute that may arise in connection with the Terms and Conditions of the DCL Mark shall be settled in accordance with DM-DCLD-IMS-RD-08 Appeals, Disputes, and Complaints Procedure.
- 3.3.7 The certified client shall pay all applicable fees related to the certification process.

3.4 USE OF THE DCL CONFORMITY MARK

- 3.4.1 The design and use of the DCL Conformity Mark (Plant and Truck Conformity Mark) shall be in accordance with the Terms and Conditions for the Use of the DCL Conformity Mark, DM-DCLD-IMS-RD-13
- 3.4.2 The client shall submit samples of tag, labels, or markings, showing the DCL Conformity Mark, for approval by the DCLD-PCAS.
- 3.4.3 The Certificate of Conformity and the authorization to use the DCL (Plant and Truck Conformity Mark) are non-transferable.

4. SURVEILLANCE

- 4.1 DCLD-PCAS or their approved authorized auditors shall carry out periodic surveillance to ensure consistent compliance with the requirements of this certification scheme in accordance with DM-DCLD-RD-DP21-2096 (IC) – Surveillance of Certified Establishments under the Factory Assessment Scheme.
- 4.2 During surveillance, DCLD-PCAS shall examine records of implementation of the factory production control system and may collect samples for verification testing at independent laboratories.

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4.3 Non-routine/extra surveillance may be carried out in case of non-conformities found during routine surveillance; or as mandated by regulatory bodies.

4.4 Unresolved non-conformities during surveillance may be grounds for suspension and/or withdrawal of certification in accordance with DM-DCLD-IMS-RD-07.

5. FEE SCHEDULE

5.1 The client shall pay the applicable fees and charges related to the granting of the Certificate of Conformity and the authorization to use the DCL Conformity Mark based on DCL Official Fee Structure for ready-mix clients; DM-DCLD-RD-DP21-2085 (IC).

5.2 The fees for this certification scheme shall include but not limited to the following;

- 5.2.1 Application Fee
- 5.2.2 Initial Assessment Fee
- 5.2.3 Certification Fee
- 5.2.4 Marking Fee
- 5.2.5 Surveillance Fee
- 5.2.6 Annual Renewal Fee
- 5.2.7 Testing Fee
- 5.2.8 Outsource Activity Fee, where applicable

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6. ANNEXES

6.1 ANNEX 1 -PROVISIONS FOR CERTIFYING CONCRETE TRANSPORT FACILITIES ONLY

CERTIFICATION OF READY MIX CONCRETE TRANSPORT FACILITIES THAT ARE NOT PART OF THE READY MIX CONCRETE PLANT FACILITIES

Use of the transport facility not belonging to the ready mix concrete plant shall be allowed only if the trucks are DCL-PCAS certified. Concrete delivered to the site shall be under the sole responsibility of the ready mix concrete plant.

The following modifications shall be applied when the applicant submits his request for certification of his trucks that are not part of the plant facilities.

- Applicant shall submit application DM-DCLD-F-IC-2001 along with the following:
 - Trade License
 - Complete list of trucks (Dubai Registration, Description and specifications)
 - Vicinity Map and Location Layout
 - Valid Certification to ISO 9001 (optional)
 - List of key personnel and their designation
- Assigned Audit Team shall inspect the trucks according to:
 - DM-DCLD-F-IC-2043 (Applicable clauses only)
 - DM-DCLD-F-IC-2048
- Clauses in this Specific Rules that are related to the operation of the plant and its quality management system shall not apply.
- Trucks for inspection should be in specified Dubai location with suitable space for inspection and safe access during inspection. The applicant shall provide facilities such as platform, torchlight, etc.
- RMX Inspection Form for Transit Agitator DM-DCLD-F-IC-2048 will be the reference document for the inspection. Other documents such as Audit plan, Audit program, Auditors' log sheet, Audit Attendance Sheet, Customers' feedback, Audit Summary Report and Final Assessment report are not required to be prepared.

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6.2 ANNEX 2 – TECHNICAL STAFF REQUIREMENTS

Description	Technical Department		Supervision
	Material Section	Laboratory	
Readymix Factory	Civil Engineer (Materials section or practical experience in materials field) (10 years Experience)	Civil Engineer (3 years experience) or Technician with diploma in construction laboratories (5 years experience)	Civil Engineer – Sites supervisor (5 years experience)
CBU – Linked to Readymix factory	Follows the mother Readymix factory	Follows the mother Readymix factory	Civil Engineer (Materials section) (3 years) or diploma in civil engineering (Materials section) (5 years experience)
Precast Factory	Civil Engineer (Materials section or practical experience in materials field) (10 years Experience)	Civil Engineer (3 years experience) or Technician with diploma in construction laboratories (5 years experience)	-----

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