

WELCOME TO THE JUNE INSTALLMENT OF the 2010 series of DHI Tech Tips. If you missed the Tech Tips from previous months, you can catch up by reading them in their respective issues of *Doors and Hardware*, reading the PRM sections, and completing the assignments.

This month's Tech Tip concentrates on Specifying Quality Assurance and Quality Control.

Quality assurance and quality control are important topics that need to be covered correctly in specifications. **PART 1 GENERAL** of the specification section includes articles that are designed to verify the materials, suppliers, and manufacturers participating on the project comply with the product specifications. For example, the *Submittals* article in a hardware specification contains several key paragraphs that are used to ensure the architectural hardware items comply with the specifications in the *Materials* article under **PART 2 PRODUCTS**. The *General* paragraph under *Submittals* should include a reference to the correct section under **DIVISION 1** that establishes the main requirements for submittals for the entire project. *Submittal* requirements

written under section 08700 Finish Hardware, for instance, need to expand on the requirements stated in **DIVISION 1**. Other paragraphs listed under the *Submittals* article typically include: Schedules; Product Data; Keying Schedule; Wiring Diagrams; and, Operations and Maintenance Manuals.

CSI's SectionFormat™ also includes two other main articles that are intended to address Quality Assurance and Quality Control. The *Quality Assurance* article in **PART 1 GENERAL** is used to establish requirements for Suppliers, Installers, Manufacturers, and (in our case) products used as systems like fire-rated door assemblies. **PART 3 EXECUTION** includes an article titled *Field Quality Control*, which is used for verifying the products specified and/or installed under the section meet the requirements of the section. One use for this article is to "require the services of an Architectural Hardware Consultant (AHC) to inspect each installed opening for compliance with the approved hardware schedule" and to "create a punch list of items that need to be adjusted, repaired, or replaced."

Study On Your Own... June, 2010

Reading Assignment: Read **Section 5.9.8, "Specifying Quality Assurance and Quality Control"** (pages 5.85 through 5.88) in the CSI Project Resource Manual (PRM).

Exercise: Based on the information you learned in the reading assignment, complete the following on a separate sheet of paper:

1. In your own words, write the Supplier requirements for the Quality Assurance article (typically **1.04 in PART 1 - GENERAL**) of Section 08700 Finish Hardware.

2. In your own words, write the requirements for the Field Quality Control article (typically **3.03 in PART 3 - EXECUTION**) of Section 08700 Finish Hardware.

3. List three industry-specific standards that would be appropriate to list in a hardware specification.

Only Tech Tip assignments that are submitted via fax or mail and are accompanied by the monthly form will be accepted. Email submissions will not be acknowledged or accepted. Each Tech Tip is valued at 3 technical CEP points—partial points are NOT awarded for incomplete submissions. Be sure to include your name (and DHI ID number), date of submission, and the Tech Tip number at the top of each page of your written assignment(s).

CAUTION: Remember, the specification writing assignments are to be your original work. Do NOT submit manufacturer's or other specifications, regardless of their source, as your own work. Submission of plagiarized work will result in non-recognition of CEP points for that assignment.)

On the first working day of the following month, the answer(s) will be posted in the Tech Tips section of the DHI web site. In some cases, examples (good and bad) of specifications that were submitted will be posted with an explanation discussing the highlights and important elements of each month's assignment.

You will earn 3 CEP points by reading the article and answering the problems. Upon completion, copy or detach this page, fill in the form below, and submit your answers by mailing or faxing the page to DHI.



Door and Hardware Institute

Education and Technical Services Department
14150 Newbrook Drive, Suite 200, Chantilly, VA 20151-2232
703/222-2010; Fax: 703/222-2410

Name: _____ **DHI ID number:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____

Retain a copy of this exercise for your Continuing Education renewal application. Answers to these problems will be posted on our website (www.dhi.org) on the first day of the next month following the issue month of the magazine.