# **BFRC Guidance Note**

# USE OF THE BFRC A-G ENERGY WINDOW LABEL

#### 1 General

- I.I An official BFRC A-G Energy Window label refers to a specified and defined window configuration and size manufactured from specified and defined parts. It does not refer to general production of any window manufactured by the label license holder. I.2 An official BFRC A-G Energy Window label is not to be used for the promotion or sales of general windows manufactured to a variety of specifications.
- 1.2 Any proposed changes to the specified and defined window configuration must be notified to the BFRC and the relevant Independent Agency before implementation. An assessment of the effect of the changes will be made and if required a new label will be issued.
- 1.3 An official BFRC A-G Energy Window label is not transferable to any third party without the prior written agreement of the BFRC and of the company to whom it was issued.

An issued BFRC label refers to a specific frame and glass unit configuration and not to general production.

- I.4 Unauthorised use of an official BFRC A-G Energy Window label is and will be reported to the relevant local Trading Standards Office for appropriate legal action.
- 1.5 Deliberate and fraudulent use of any official BFRC A-G Energy Window label by a registered label license holder will result in all current BFRC Energy Window labels issued to the label license holder being suspended until the registered company demonstrates control.
- 1.6 A BFRC Energy Window label is issued

in good faith but the BFRC accepts no responsibility for any errors or consequential damages resulting from using the information contained herein.

#### 2 Registered Label holder

- 2.1 The holder of a BFRC Energy Window label is not a member of the BFRC and no claim shall be made that the holder is a member or otherwise of the BFRC.
- 2.2 The holder of the license for a BFRC Energy Window label may not use the BFRC logo separately from the complete label.
- 2.3 The BFRC Energy Window label refers simply to the energy performance of the specified and defined window configuration and offers no guarantee or certification of other aspects of window performance.

### 3 Label definition

- 3.1 No reasonable use of the BFRC Energy Window label is prohibited but usage of the BFRC Energy Window label shall be cleared with the BFRC before use.
- 3.2 The BFRC Energy Window label may be freely used in advertising and promotional literature provided that it only refers to the specified and defined window configuration relevant to the label.
- 3.3 An official BFRC Energy Window label is not to be altered in any manner and may only be used as supplied to the license holder.





# **BFRC Guidance Note**

# USE OF THE BFRC A-G ENERGY WINDOW LABEL

- 3.4 The standard size of the BFRC Energy Window label is 132 mm x 72 mm and the label shall be used at this size where possible. To retain readability, under no circumstances shall the label be reduced to below 50% of this size.
- 3.5 The BFRC Energy Window label shall always be used at the issued aspect ratio irrespective of actual size used.
- 3.6 The BFRC Energy Window label may only be used in its entirety, only the complete label is to be used; there shall be no cropping of the label or use of partial elements of the label.
- 3.7 The BFRC Energy Window label shall not be overlaid or overprinted with other labels, graphics or print features.

#### 4 Label use

- 4.1 Users of the BFRC system shall be responsible for permanently marking windows to enable traceability of windows to a specified BFRC rating certification.
- 4.2 An official BFRC Energy Window label should be used on the specified and defined window configuration in the form of a tamper evident, permanent label. These labels do not need to reproduce the complete BFRC label and may consist of the following minimum information:
  - Manufacturer's Name.
  - BFRC Registration number for the relevant window.
  - BFRC Rating for the relevant window.
- 4.3 Licensed label holders are responsible for the production and application of such labels.

- 4.4 A copy of the official BFRC Energy Window label for a specified and defined window configuration shall be given to purchasers as part of the purchase documentation for the sale. This label should be retained by the purchaser as proof of the energy performance of the windows.
- 4.5 A BFRC Energy Window label can be used to prove conformance with Building Regulations.

## 5 Sub-contracting

- 5.1 Trade purchasers of complete (glazed) windows from a licensed BFRC Energy Window label holder may use the relevant BFRC Energy Window label in their advertising and sales provided that:
- the window is sold as a complete glazed item that matches the specification for which the license for the BFRC Energy Window label was obtained.
- ii) the label is used in the original format and conforms with the requirements and restrictions set out in the current issue of this Information Sheet.
- 5.2 Trade purchasers of complete (glazed) windows from a the license holder of a BFRC Energy Window label may apply to the BFRC for a license to use an individual BFRC Energy Window label to the specified and defined window configuration purchased from the original licensed BFRC Energy Window label holder.

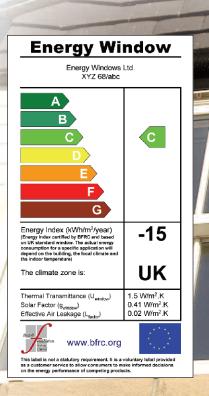


#### 6 Renewal

6.1 The BFRC license to use each BFRC Energy Window label is renewed on an annual basis.

### 7 Usage violations

7.1 BFRC license holders are expected to report suspected fraudulent or unauthorised use of labels to the BFRC to allow appropriate action to be taken.



March 2007