



19 August 2010

To Whom It May Concern:

### **Reporting of Long-term quality (LTQ) test results to AS/NZS 4671 and AS/NZS 4672**

As part of the ACRS independent, 3<sup>rd</sup>-party, materials accreditation system, it is a requirement that each Certified Firm provides to ACRS all LTQ test data required by the relevant Standard of manufacture every three months and by the nominated dates.

Test results for any and all Assessable Materials manufactured during the preceding three months (upto & including the last day of the third month in that quarter), i.e:

- LTQ results for materials produced before 31 December are due before 28 January;
- LTQ results for materials produced before 31 March are due before 28 April;
- LTQ results for materials produced before 30 June are due before 28 July;
- LTQ results for materials produced before 30 September are due before 28 October.

*Any submission without inclusion of all LTQ test results for all materials manufactured during that quarter will be considered incomplete.*

### **Company LTQ Product Declarations**

An integral part of each LTQ data submission is the Certified Firm's Product Declaration. This must be completed and submitted to ACRS for review for each three-month period for all Assessable Materials manufactured by the Firm during that period.

If no Assessable Materials, or none of a particular grade, ductility or size have been manufactured in a three-month period, the most recent data set or sets covering the greater of the last 6 months production, or the last 200 results, must be submitted and "no production" for the particular material noted in that quarter's Declaration.

*Any submission without a completed declaration will be considered incomplete.*

### **LTQ reports must be submitted in the correct format**

All test results must be submitted in the correct format and using the correct designations:

#### **For AS/NZS4671**

Reinforcing steel (including "wire")	Clause 5.2
Welded mesh	Clause 5.4

#### **For AS/NZS4672**

As-drawn mill-coil wire	Clause 2.5
Stress-relieved wire	Clause 3.5
Quenched & tempered wire	Clause 4.5
Strand	Clause 5.5
Hot-rolled bars	Clause 6.5

*Any submission not in the correct format will be considered incomplete.*

### **Non-Conformance issue for late or incomplete reporting**

After the due date a non-conformance report (NCR) will be issued automatically if the complete and properly formatted ACRS LTQ data sheets for all Assessable Materials together with the covering declaration have not been received by ACRS. The initial non-conformance issued will be a “Moderate” level non-conformance.

The NCR will be closed-out upon receipt by the due date of the following quarter’s completed, three-month report plus declaration. Should the following submission also be late or incomplete, the current non-conformance will automatically escalate by one level (i.e. “Moderate” to “Major”, “Major” to “Non-Compliant”).

Failure to submit at all the LTQ report & declaration for any quarter will result in the issue of a “Major” non-conformance.

This letter should be read in conjunction with the current ACRS Scheme Regulations, a copy of which may be obtained from the ACRS website at [www.acrs.net.au](http://www.acrs.net.au).

The current LTQ data sheets to be used for all LTQ reporting for each material and Standard are also available from the ACRS website.

For and On Behalf of the ACRS Council

A handwritten signature in blue ink, appearing to read 'P. Sanders', is written over a light blue rectangular background.

Philip T Sanders  
Executive Director