



Registered Trade Mark No 2468969

Guidance for completion of applications

The following information has been created to give aid and clarity in the completion of the application forms in respect of the BMA Water Efficient Product Labelling Scheme.

All forms can be downloaded from the Scheme web site. Company Registration and Declaration of Conformity can be downloaded but have to be received with payment. Product listings can be undertaken electronically once the qualifying company registration has been accepted and a Scheme registration number has been issued. A company invoice will be raised for product listings.

Alternatively all forms can be downloaded, completed and forward to the Scheme Administrator at BMA, Innovation Centre 1,
Keele Science & Business Park, Newcastle Under Lyme, Staffs, ST5 5NB

If you require additional help in the completion of any of the forms please contact BMA telephone number 00 44 (0)1782 631619 or email info@water-efficiencylabel.org.uk

All information received will be stored in compliance with Data Protection.

Company Application for Registration (WEPLS/2010/0001)

Registration on the Scheme is open to all company's who sell bathroom products in the United Kingdom that meets the elements of eligibility as defined within section 4. The form must be completed and signed by an authorised company representative. Successful applications will be issued with a Scheme Registration number this number must be used on subsequent product listing applications.

All company registration application forms must be received together with relevant payment and the Declaration of Conformity.

Registration forms that are not correctly signed and accompanied by relevant payment and Declaration of Conformity will be returned to the company.

Declaration of Conformity (WEPLS/2010/DOC)

The Declaration of Conformity confirms that all products which are to be listed on the Scheme comply with all relevant UK regulatory requirements and meets the criteria of the Scheme as identified within section 5.

A qualifying business applying for registration will only be required to submit one Declaration of Conformity, unless modifications are made to an existing listed product, in which case a new Declaration of Conformity will be required.

The Declaration of Conformity also confirms that the qualifying business operates a documented system of factory production control and that all measuring devices are calibrated to National Standards.

Applications for the Listing of Water Efficient Product

All products to be listed must meet the relevant Scheme criteria and be tested to the requirements of the Scheme's 'Guide to Testing'.

All modifications to the product are to be notified to the Scheme Administrator.

All successful applications for product listing whether it is master, slave or brand product, will be issued with a unique product listing code. This code will also appear on the database of product.

A product listing will commence on receipt of payment and will last for a three year period.

Master Product (WEPLS/2010/0002)

A master product is defined as the principle product that can be listed under various brand names (not the original manufacturer name).

Slave Product (WEPLS/2010/0003)

A slave product is a derivative of the master product.

Brand Product (WEPLS/2010/0004)

A brand product is a product that carries a different name to that of the original registered manufacturer. A brand product can be listed many times under many different names, as long as the master product has already been registered

Notification of Modification (WEPLS/2010/0005)

All modifications to existing listed product shall be notified to the Scheme Administrator. Several modifications can be notified at the same time, a separate sheet is required which should carry the company Scheme registration number.

Costings (WEPLS/2010/COSTINGS)

Costings for registration and product listings (master, slave and brands) are identified on form WEPLS/2009/Costings and will from time to time be amended in accordance with instructions from the BMA General Council.

General Information

The BMA General Council will be responsible for the strategy of the Scheme and will from time to time recommend changes to the Scheme. All registered companies will be advised of amendments/changes to the Scheme.