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# INSPECTION BASICS FOR QUALITY ACCEPTANCE AND SAFETY STANDARDS LABELING



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## INTRODUCTION

All delivered goods must be inspected. The function of a **Quality Acceptance Inspection** is to ensure compliance with the purchase/contract for the item(s) delivered. It should verify the item(s) is/are not damaged, is operational, has no material defects, and meets the technical specifications requested. Additionally, the item(s) shall be inspected to verify that the proper **Safety Standards Label/Marking** is affixed. It is important to remember that even if a label is affixed to the equipment, the product may not meet the proper standards. A suggestion of verification is to search the item by make and model on the listing laboratory's website.

During the 2017 Session of the General Assembly, Senate Bill 16 was ratified and changed the context regarding inspections previously performed by the Department of Administration, Division of Purchase & Contract. The purpose of the bill was for regulatory relief for certain requirements and to give the end-user the ability to complete inspections. Senate Bill 16, Section 6(a); G.S. 66-25 Acceptable listings as to the safety of goods, reads as rewritten:

“(c) The Department of Administration, Division of Purchase and Contract, shall not seek to enforce the provisions of subsection (a) of this section by any means, including requiring acceptance inspections or additional testing of electrical materials, devices, appliances, or equipment purchased by State departments, agencies and institutions.”

# QUALITY ACCEPTANCE INSPECTION (QAI)

## **Receiving Department**

The initial inspection should be performed by the Receiving Department and should verify that the product delivered is what the college ordered. This function requires a receiving copy of the purchase order to verify line per line information of product, pricing, and that the product meets the requirements. If there is damage to the container/box, this damage should be documented. If there is damage to the product, the Receiving Office should notify the Procurement Office. The product should not be delivered to the user. The Procurement Office should contact the vendor immediately for resolution.

## **User**

When the product is delivered to the User, the User should also inspect the product for any discrepancies or issues. The User should also inspect the product for the appropriate Safety Standards Labeling. Typically, there could be a label on the electrical cord, but there should also be a label affixed to the product.

## **Quality Acceptance Inspector**

The Quality Acceptance (QA) Inspector will provide Quality Acceptance Inspections at the college's request. The QA Inspector will also provide training on inspection and safety standards labeling.

## **Inspection issues**

If the product does not meet the purchase/contract specifications, including the proper Safety Standards Labeling, the Procurement Office should work with the vendor for resolution. If a resolution cannot be reached, the Procurement Office should reach out to the Division of Purchase & Contract (P&C) for further action (over your agency delegation).

## SAFETY STANDARDS LABEL/MARKING

All manufactured and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be labeled with an identification marking of the appropriate safety standard organization.

Any product that plugs into an electrical socket or is in some other manner connected to an electrical power source must be inspected to ensure the product is properly labeled per the following North Carolina General Statutes:

### [§ 66-23. Sale of electrical goods regulated](#)

Every person, firm or corporation before selling, offering for sale, assigning, or disposing of by gift as premiums or in any similar manner any electrical material, devices, appliances or equipment shall first determine if such electrical materials, devices, appliances and equipment comply with the provision of this Article.

### [§ 66-24. Identification marks required.](#)

All electrical materials, devices, appliances and equipment shall have the maker's name, trademark, or other identification symbol placed thereon, together with such other markings giving voltage, current, wattage, or other appropriate ratings as may be necessary to determine the character of the material, device, appliance or equipment and the use for which it is intended; and it shall be unlawful for any person, firm or corporation to remove, alter, change or deface the maker's name, trademark or other identification symbol.

North Carolina General Statute (G.S. 66-25) states, "All electrical material, devices, appliances, and equipment shall be evaluated for safety and suitability for intended use." It is also required that the evaluation of all electrical material, devices, appliances, and equipment shall be conducted in accordance with nationally recognized standards and shall be conducted by a qualified testing laboratory (e.g., Underwriters Laboratory (UL)), or other approved qualified testing laboratory by the Commissioner of Insurance.

### [§ 66-25. Acceptable listings as to safety of goods.](#)

(a) All electrical materials, devices, appliances, and equipment shall be evaluated for safety and suitability for intended use. Except as provided in subsections (b) and (c) of this section, this evaluation shall be conducted in accordance with nationally recognized standards and shall be conducted by a qualified testing laboratory. The Commissioner of Insurance, through the Engineering Division of the Department of Insurance, shall implement the procedures necessary to approve suitable national standards and to approve suitable qualified testing laboratories. The Commissioner may assign his authority to implement the procedures for specific materials, devices, appliances, or equipment to other agencies or bodies when they would be uniquely qualified to implement those procedures.

In the event that the Commissioner determines that electrical materials, devices, appliances, or equipment in question cannot be adequately evaluated through the use of approved national standards or by approved qualified testing laboratories, the Engineering Division of the Department of Insurance shall specify any alternative evaluations which safety requires.

The Engineering Division of the Department of Insurance shall keep in file, where practical, copies of all approved national standards and resumes of approved qualified testing laboratories.

Based on these provisions above, it is prohibited that a vendor sale electrical materials, devices, appliances or equipment that does not meet the safety requirements that expose the owner (college) to liability if a student, faculty member, employee or other person is injured or killed using such equipment.

It is the agency's responsibility to prohibit the purchase or use of such products as described. The agency is to ensure that each piece of equipment is safe for its intended purpose and meets the requirements of Chapter 66.

There are similar requirements for inspection and labeling of products operated or connected to gas sources or operated under pressure.

The following provisions address the statutory liability for lack of Safety Standards Labeling:

[§ 66-26. Legal responsibility of proper installations unaffected.](#)

This Article shall not be construed to relieve from or to lessen the responsibility or liability of any party owning, operating, controlling or installing any electrical materials, devices, appliances or equipment for damages to persons or property caused by any defect therein, nor shall the electrical inspector, the Commissioner, or agents of the Commissioner be held as assuming any such liability by reason of the approval of any material, device, appliance or equipment authorized herein.

[§ 66-27. Violation made misdemeanor.](#)

Any person, firm or corporation who shall violate any of the provisions of this Article shall be guilty of a Class 2 misdemeanor.

# PRODUCT INSPECTION LIST BY COMMODITY AND MINIMUM PURCHASE VALUE

Commodity Category	Commodity Code **** All Families & Classes, ** All Classes	Inspection Required	Included, but not limited to
<b>Shop/Lab/Training Equipment</b>			
Air Compressors	401516	Over \$5,000	Portable, Stationary
Automotive and Body Shop Equipment	241016, 251917, 251918, 2714**, 951417	Over \$5,000	Alignment, Brake Equipment, Wheel Changers/Balancers, Test Equipment, Automotive Lifts, Spray Booths, Classroom Trainers
Generators - Gas, Diesel, Electric	261116	Over \$5,000	Portable, Stationary
HVAC, Hydraulic, Pneumatic, Weight Training Equipment	251728, 2712**, 2713**, 4010**, 492016	Over \$5,000	HVAC, Hydraulic, Pneumatic, Weight Training Equipment
Laboratory/Testing Equipment	4110**, 4111**, 411516, 411915, 421215, 421515-16, 421520, 421522-23, 4216**, 421816-19, 421823-34, 421922-23, 4220**, 422715-17, 422721-22, 422815, 422817, 422820, 423015, 462010	Over \$5,000	Medical, Dental, EMS, Science, Research, Classroom
Machine Shop Equipment	2324**, 2325**, 2329**, 241017, 271515	Over \$5,000	Lathes, Milling, Drill Press, Grinders, Band Saws, Measuring Equipment, Conveyors
Welding Shop Equipment	2327**, 461817, 951417	Over \$5,000	Stick, MIG, TIG, Booths, Virtual Trainers
Woodworking Equipment	231015, 2323**	Over \$5,000	Table/Band Saws, Jointers, Shapers, Drill Presses
Other Related Shop Equipment	23****	Over \$10,000	Uncategorized or Miscellaneous Equipment
<b>Vehicles and Outdoor Power Equipment</b>			
Agriculture, Lawn, Farm Equipment	211015-22, 251019, 271120	Over \$5,000	Tractors, Riding Mowers, Aerators, Seeders, Implements
Diesel or Gasoline Powered Equipment	2210**	Over \$5,000	Any Equipment powered by Diesel or Gasoline motor, including Marine
Licensed Vehicles (Non-STC/Motor Fleet)	2510**, 251816	Over \$10,000	Any Customized Chassis (Dump Bed, Plow), Buses/Coaches, Boom Trucks, Campus Business Enclosed Trailers, Emergency Equipment, Armored Vehicle
Lift Equipment	221018, 2410**	All	Forklift/Lift Trucks, Scissor Lifts, Cargo Container Lift
Marine Equipment	2511**	Over \$10,000	Boats, Outboard Motors, Trailers
Off Road Vehicles	251019	Over \$5,000	Golf Carts, GEM Cars, Gators, Mules, Power Sweepers
Trailers	251817	Over \$10,000	Open, Closed, Flatbed
<b>Building/Facility Equipment</b>			
Appliances	2413**, 4810**, 5214**	Over \$10,000	Dishwasher, Washer, Dryer, Refrigeration, Chillers, Ovens, Mixers, Warmers, Freezers
Audio-Visual Equipment	411117, 4511**, 4512**, 4617**, 5216**	Over \$10,000	Sound System, Security System (Camera, Microphone, Control Room), Presentation System (Monitor, Projector, Smart Board)
Auditorium Seating	561121, 561123	Over \$10,000	With or Without note taking attachment
Bleachers and Event Seating	492415, 951315	All	Indoor, Outdoor, Portable
Carpet and Flooring	301617	Over \$10,000	Carpet, Ceramic Tile, Vinyl Tile, VCT, LVT, Hardwood, Laminate
Cosmetology, Barber Equipment	301618, 422815-17, 531316-17, 561118, 561220	All	Chairs, Sinks, Cabinetry, Mirrors, Massage Table, Facial or Manicure Chairs, Other Related Equipment
Fencing	301520	All	Chain Link, Wood, Vinyl, Razor Wire, PVC, Iron/Steel/Aluminum
Filing System	561017, 561118	Over \$10,000	Automated, Stationary
Furniture	421217, 421517, 421918-21, 421927, 422617, 481020, 5610**, 5611**, 5612**	Over \$10,000	Office, Classroom, Hospital, Library, Lab, Dormitory
Laundry and Dry Cleaning Equipment	4711**	Over \$10,000	Washers, Dryers, Steam Presses and Other Cleaning Equipment
Library Detection System	432332, 461716, 561210	All	Security System
Lockers	561015	Over \$10,000	Wall Mount, Free Standing
Modular Storage Buildings, Greenhouses	951316-17, 9514**	Over \$10,000	If foundation or structural assembly is not required
Panel Wall Divider (Cubicles)	301624, 561116	All	Freestanding, Fixed
Stage Curtains	521315	Over \$10,000	Retractable, Permanently Fixed
Window/Wall Treatments, Blinds	5213**	Over \$10,000	Curtains, Shades, Sun Screens, Blinds, Drapes
Items on State Term Contract not listed above		Over \$10,000	If total purchase is greater than \$10,000 (exclusive of installation)

## APPROVED LABORATORIES AND EQUIPMENT CATEGORIES

North Carolina Department of Insurance (NCDI) has identified a list of approved laboratories per equipment category (as of July 2020). The approved laboratories and equipment categories are provided in the next few pages. However, to find the most up-to-date list, refer to the [NCDI website](#).

### APPROVED SUITABLE QUALIFIED TESTING LABORATORIES TO LABEL ELECTRICAL & MECHANICAL EQUIPMENT

**Applied Research Laboratories**

5371 Northwest 161<sup>st</sup> Street, Miami, Florida 33014  
(305) 624-4800

**Equipment Categories**

12, 14, 15, 22, 24, 31, 43

**CSA International**

178 Rexdale Boulevard, Toronto, Ontario, Canada M9W 1R3  
(416) 747-2798

**Equipment Categories**

All

**Curtis-Straus**

527 Great Road, Littleton, Massachusetts 01460  
(978) 486-8880 x 296

**Equipment Categories**

7, 26-28

**FM Approvals LLC**

PO Box 9102, Norwood, Massachusetts 02062  
(781) 762-4300

**Equipment Categories**

4, 5, 9, 13, 17, 19, 24, 28, 31, 32, 39, 43, 47-51

**IAPMO EGS**

5001 East Philadelphia Drive, Ontario, California 91761  
(909) 472-4100

**Equipment Categories**

12 & 30

**Intertek Testing Services ITS-ETL**

3933 US Route 11, Cortland, New York 13045-2014  
(607) 753-6711

**Equipment Categories**

All except 21

**Intertek Testing Services ITS-Warnock**

3933 US Route 11, Cortland, New York 13045-2014  
(607) 753-6711

**Equipment Categories**

17, 18, 21, 24, 25

**LabTest Certification, Inc.**

#112-3255 Pepper Lane, Las Vegas, Nevada 89120  
(702) 269-0578

**Equipment Categories**

17 & 18

**MET Laboratories**

901 Sheldon Drive, Cary, North Carolina 27513  
(919) 481-9319

**Equipment Categories**

7, 10-16, 18, 22, 23, 26-31, 37-40, 43, 44, 47, 48, 50

**National Technical Systems (NTS)**

533 Main Street, Acton, Massachusetts 01720  
(978) 263-2933

**Equipment Categories**

26, 27, 28

**NEMKO North America, Inc.**

2210 Faraday Avenue, Suite 150, Carlsbad, California 92008  
(760) 444-3500

**Equipment Categories**

6-16, 22, 23, 26-31, 40, 43, 47, 48



**NSF International**

789 North Dixboro Road, Ann Arbor, Michigan 48105-9723  
(734) 769-8010

**Equipment Categories**

11-16, 26-31, 40, 43, 48

**Omni-Test Laboratories**

13327 NE Airport Way, Portland, Oregon 97230  
(503) 643-3788

**Equipment Categories**

17, 18, 21

**PFS Corporation**

1507 Matt Pass, Cottage Grove, Wisconsin 53527  
(608) 839-1013

**Equipment Categories**

17, 21, Replacement Blowers & Coils

**QPS Evaluation Services, Inc.**

1501 Valley Creek Drive, Hillsborough, North Carolina 27278  
(919) 414-5381

**Equipment Categories**

6-12, 14-16, 22, 23, 26-29, 31, 36, 39, 40, 43, 46-48, 50, 51

**RADCO**

3220 East 59<sup>th</sup> Street, Long Beach, California 90805  
(310) 272-7231

**Equipment Categories**

17, 18, Replacement blowers & coils

**Salus Engineering International**

3004 Scott Boulevard, Santa Clara, California 95054  
(408) 235-8831

**Equipment Categories**

16, 28, 37, 43, 50

**SGS Consumer Testing Services**

620 Old Peachtree Road, Suite 100, Suwanee, Georgia 30024  
(770) 570-1800

**Equipment Categories**

1-5, 9-16, 22, 26-31, 33, 35-41, 43, 47-48, 50-51

**SolarPTL, LLC**

1107 West Fairmont Drive, Tempe, AZ 85282  
(480) 966-1700

**Equipment Categories**

4

**Southwest Research Institute**

6220 Culebra Road, San Antonio, Texas 78238-5166  
(210) 684-5111

**Equipment Categories**

4

**TUV SUD America**

10 Centennial Drive, Peabody, Massachusetts 01960  
(978) 573-2530

**Equipment Categories**

4-8, 10-20, 22, 23, 26-29, 31, 35, 36, 38, 39, 43, 46-48, 50

**TUV Rheinland of North America**

762 Park Avenue, Youngsville, North Carolina 27596  
(919) 554-3668

**Equipment Categories**

7-9, 11-14, 16, 26-29, 31, 40, 43, 47-48, 50

**Underwriters Laboratories, Inc.**

12 Laboratory Drive, RTP, North Carolina 27709  
(919) 549-1400

**Equipment Categories**

All




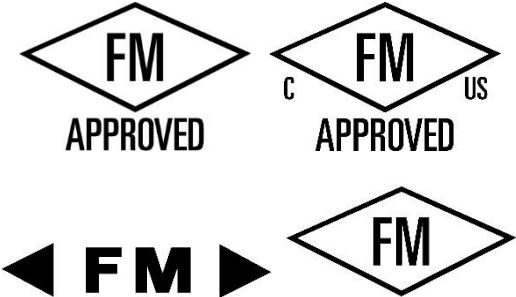
## EQUIPMENT CATEGORIES

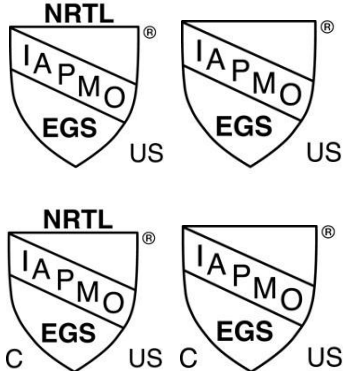
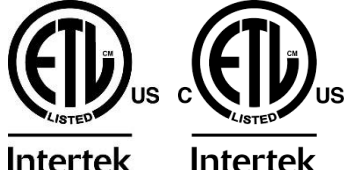
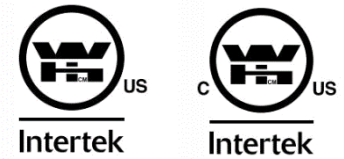




1. Conductors for General Wiring
2. Flexible Cords
3. Wires and Cables for Special Applications
4. Materials and Components for Special Applications
5. Alarm Signal and Detecting System Components
6. CATV and Radio Distribution System Components
7. Communication System Components
8. Radio and Television Components
9. Energy Management System Components and Controllers
10. Sound Recording and Reproduction Equipment
11. Fixed Office Appliances and Business Equipment
12. Electrical Appliances
13. Electric Space Heating Equipment and Accessories
14. Air Conditioning Equipment and Accessories
15. Heat Pump Equipment and Accessories
16. Refrigeration Equipment and Accessories
17. Gas Fired Heating Equipment and Accessories
18. Gas Fired Appliances
19. Oil Fired Heating Equipment and Accessories
20. Oil Fired Appliances
21. Solid Fuel Heating Equipment
22. Fans and Ventilators
23. Filtering Equipment
24. Duct Materials Including Dampers
25. Chimneys and Vents
26. Electrical Data Processing Equipment
27. Medical, Dental, and X-Ray Equipment
28. Laboratory Equipment, Electrical Measuring, and Testing Equipment
29. Food Preparation Machines
30. Swimming Pool and Spa Equipment
31. Miscellaneous Fixed Equipment - Amusement Machines, Animal Care, Appliances Battery Chargers, Cleaning Machines, etc.
32. Fire Extinguishing Equipment
33. Circuit Breakers
34. Fuses
35. Wiring Devices, Attachment Plugs and Toggle Switches
36. Switches and Switching Devices - Other than Toggle
37. Panelboards
38. Switchboards
39. Transformers
40. Electrical Signs and Accessories
41. Ground-Fault Circuit Interrupters
42. Ground-Fault Sensing and Relaying Equipment
43. Industrial Control Equipment - Motor Controllers, Industrial Control Panels, Motor Control Centers, Motorized Valves, Solenoids, etc.
44. Transient Voltage Surge Suppressors and Filters
45. Lightning Protection System Components and Lightning Protection Devices
46. Metering Enclosures and Meter Sockets
47. Emergency Lighting and Power Equipment System Components
48. Lighting Fixtures, Lamp Holders, and Accessories
49. Auxiliary Gutters, Junction, Pull and Outlet Boxes, and Cabinets and Cutout Boxes
50. Electrical Equipment for Hazardous Locations
51. Grounding and Bonding Equipment
52. Wire Connectors, Lugs, and Terminal Fittings
53. Insulating Tape and Closures








## THIRD-PARTY LABORATORIES CERTIFICATION MARKS AND LABELS
















The following chart identifies most of the marks and labels used by Third-Party Laboratories approved by the NCDOL. Some labs may have additional marks, and many of the labs have marks approved for use in other jurisdictions, but not in the United States. To find the most up-to-date information about a lab's certification markings, please follow the link associated with the lab's name. A chart containing some non-approved labels follows the chart of approved labels. If you have any questions about the authenticity of any mark, please contact a QA Inspector.

### APPROVED CERTIFICATION MARKINGS/LABELS

APPROVED LAB	CERTIFICATION MARKING
<a href="#">Applied Research Laboratories</a>	
<a href="#">CSA Group Testing and Certification, Inc.</a>	
<a href="#">Curtis-Straus LLC</a>	
<a href="#">FM Approvals (FM)</a>	

<p><a href="#">International Association of Plumbing and Mechanical Officials EGS (IAPMO)</a></p>	
<p><a href="#">Intertek Testing Services - ETL</a></p>	
<p><a href="#">Intertek Testing Services - Warnock Hersey</a></p>	
<p><a href="#">LabTest Certification, Inc.</a></p>	
<p><a href="#">MET Laboratories, Inc. (MET)</a></p>	
<p>National Technical Systems, Inc. (NTS)</p>	
<p><a href="#">NEMKO North America, Inc. (NNA)</a></p>	




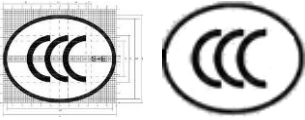

<p><a href="#">NSF International (NSF)</a></p>	
<p><a href="#">Omni-Test Laboratories</a></p>	
<p><a href="#">PFS-TECO Corporation</a></p>	
<p><a href="#">QPS Evaluation Services Inc (QPS)</a></p>	
<p><a href="#">RADCO</a></p>	
<p><a href="#">Salus Engineering International</a></p>	
<p><a href="#">SGS Consumer Testing Services</a></p>	

<p><a href="#">SolarPTL, LLC</a></p>	 
<p><a href="#">Southwest Research Institute</a></p>	
<p><a href="#">TÜV SÜD America, Inc.</a></p>	 
<p><a href="#">TÜV Rheinland of North America, LLC</a></p>	   
<p><a href="#">Underwriters Laboratories Inc. (UL)</a></p>	     

## NON-APPROVED AND UNACCEPTABLE LABELS/MARKINGS

The table below contains examples of non-approved and unacceptable labels/markings. As a rule, if the mark or label has a subscript for any jurisdiction, and it does not also indicate “US” or “NRTL” —or it is not a mark or label from one of the NCDOT-approved Third-Party Laboratories—then it is not acceptable. If you have any question about whether a particular label is acceptable, please contact the QA inspector.

Beware of counterfeit labels and non-approved labs using label designs confusingly similar to those of approved labs.

AGENCY	MARKING	NOTES
<b>CSA International</b>		Mark without any country specified or with only “c” subscript (Canadian standard) is not accepted in the U.S.
<b>Intertek</b>		Superscript “EU” shows this mark is approved for EU only
<b>Product Safety mark for European Union (EU)</b>		Based on manufacturer’s or importer’s self-certification of compliance
<b>Product safety mark for China</b>		Based on manufacturer’s self-certification of compliance
<b>Product safety mark for Mexico</b>		Based on manufacturer’s self-certification of compliance

# QUALITY ACCEPTANCE INSPECTION REPORT

Below is an example of the Quality Acceptance Inspection Report that will be used by the QA Inspector.

## QUALITY ACCEPTANCE INSPECTION REPORT

PURCHASE ORDER (PO) #: \_\_\_\_\_ VENDOR NAME: \_\_\_\_\_

BID NUMBER: \_\_\_\_\_ USING AGENCY: \_\_\_\_\_

DATE ITEM(S) RECEIVED: \_\_\_\_\_ PURCHASING AGENT: \_\_\_\_\_

PO LINE ITEM #	ITEM DESCRIPTION	TESTING METHOD / TEST RESULT OBSERVATION	PASS / FAIL

DESCRIPTION OF NONCONFORMANCE(S)

RE-INSPECTION (if initial inspection failed)	
Date of Re-Inspection: _____	Re-Inspection: Pass <input type="checkbox"/> Fail <input type="checkbox"/>

- NC Government Agencies/Institutions/Community Colleges and Universities are to inspect and assure that all equipment received and projects completed meet all Federal, State, and Local Health and Safety Requirements.
- All goods received must meet terms specified in Statewide Term Contracts.
- Invoices will not be paid until an inspection completed by the using agency receives a “pass inspection” result.

COMMENTS

	PRINTED NAME	SIGNATURE	DATE
Inspected by			
Re-Inspected by (if initial inspection failed)			
Procurement Acknowledgment			



# QUALITY ACCEPTANCE INSPECTION CHECKLIST

Below is an example of the Quality Acceptance Inspection Checklist that will be used by the QA Inspector.

## QUALITY ACCEPTANCE INSPECTION CHECKLIST

*(Subject to modifications when required due to change in requirements)*

PURCHASE ORDER (PO) #: \_\_\_\_\_ ITEM DESCRIPTION: \_\_\_\_\_  
 VENDOR NAME: \_\_\_\_\_ LOCATION: \_\_\_\_\_

	Yes	No	N/A
Is product operational?			
Is product free of damage and material/manufacturing defects?			
Does product match the specifications requested in the IFB?			
Is product required to have a Safety Standards Label/Marking?			
If yes, does product meet this requirement? <b>Agency:</b> <b>Model/ID #:</b>			
Is the vendor responsible for installation per IFB?			
If yes, was installation completed to department's satisfaction?			
Have all manuals, instructions, setup media, security codes, and warranty documentation been received?			
If required, has software backup media (DVD, flash drive, online download) been provided?			
If required, has Vendor training been completed or scheduled?			

*Any nonconformances found during the inspection shall be repaired by the Vendor, at their cost, prior to passing inspection.*

Image of Safety Standards Label/Marking

## REVISION HISTORY

<b>Revision</b>	<b>Effective Date</b>	<b>Changes</b>
<b>0</b>	7/13/2020	Initial Document
<b>1</b>	9/2/2020	Updated approved laboratory list and certification mark table to include SolarPTL, LLC per latest revision from NCDOI. Updated example of Quality Acceptance Inspection Report to latest format.