

3-A Sanitary Standards, Inc.

3-A PROCESS CERTIFICATION CHECKLIST OF REQUIRED ITEMS

This information and application are intended only for 3-A Process Certification. **Do not use this application for 3-A Symbol Authorization.** You will find forms for 3-A Symbol Authorization on the 3-A SSI web site at <http://www.3-a.org/symbol/forms.htm>, see *Application for 3-A Sanitary Standards Symbol*.

	New 3-A Process Certification	Renewal	Amendment
Completed application	√	√	√
Signed 3-A PC Agreement	√	√	√
Copy of TPV Report issued by CCE	√	√	*√
**Application fee	√	√	√
TPV Manual Reference	Section B7.3.3	Section B7.3.4	Section B7.3.5

**All 3-A PC holders are encouraged to keep their certification current by submitting amendments for changes in design, fabrication, materials of construction, or steps in the process. The 3-A PC holder may choose to submit a TPV inspection report to verify that modifications meet the current 3-A Accepted Practices criteria.*

*** The list of fees and a payment form is available on-line. Payment may be made by credit card or by check in U.S. dollars to 3-A SSI. Payment must accompany the application package to assure prompt processing of the application.*

To download the current fees and payment form, use this electronic link [Schedule of Fees and Payment Form](#) or go to www.3-a.org/symbol/fees_payment_form.pdf.

3-A Sanitary Standards, Inc.

APPLICATION FOR 3-A PROCESS CERTIFICATION

Check one:

New Application

Renewal

Amendment

Certificate # _____

Certificate # _____

The application shall apply to a processing system which is covered by a 3-A Accepted Practice and eligible for 3-A Process Certification. This application pertains only to the specific site and processing system shown below.

Company Name: _____ Web site: _____

Address: _____

(City)

(State)

(Zip)

(Country)

(Phone)

(Fax)

(Primary Contact E-mail)

Hereby applies to the 3-A Sanitary Standards, Inc. for a 3-A Process Certification for the following:

(3-A Accepted Practice Number)

(3-A Accepted Practice Title)

Effective Date of 3-A Accepted Practice)

(For Renewals and Amendments, list changes or modifications below or continue on a separate page and attach to this application.)

DECLARATION OF THE APPLICANT

It is hereby declared and affirmed that the processing system herein listed complies in all respects with the applicable provisions of currently effective 3-A Accepted Practice named above.

It also is hereby declared that the signer of this application has understands and will observe all provisions of the 3-A SSI Process Certification Program as provided in the attached Agreement and in the equipment inspection requirements set forth in the 3-A Sanitary Standards, Inc. Manual for Third Party Verification (TPV) for 3-A Symbol Authorization and 3-A Process Certification (TPV Manual).

CERTIFICATION OF QUALITY CONTROL BY APPLICANT

The Applicant herein is committed to the maintenance of consistently high levels of quality in the design, materials, and fabrication of the processing system identified in the 3-A Process Certification. We maintain a documented program to monitor conformance to the criteria of 3-A Accepted Practice (_____), including the following:

Practice Name and Number

- All materials of construction including all plastics, rubbers, adhesives, and metal alloys not listed in the standards are verified as in conformance.
- All drawings accurately depict fabrication criteria.
- All machinists, welders, grinders, polishers, and other fabrication and installation employees are monitored to assure conformance on all units produced.
- All changes and modifications to the design, materials, or fabrication techniques meet or exceed specified criteria and are properly documented.
- We acknowledge that 3-A SSI may share any information of confirmed nonconformance to materially affected parties, including regulatory agencies and individuals in accordance with provisions of the TPV manual.
- If applicable, describe here any quality control or quality management program to which the company is certified.

CERTIFICATION OF CONFORMANCE BY APPLICANT

New Applicant:

- The design, materials, and fabrication used for the equipment referenced above have been reviewed and meet all of the appropriate criteria of the 3-A Accepted Practice. A copy of the current TPV inspection report is attached.

Renewal Applicant:

- The design, materials, and fabrication used for the process referenced in this application have not been changed or modified since the prior authorization dated (_____).
- The design, materials, or fabrication of the equipment referenced above have been changed or modified* since the prior authorization as described below. List changes or modifications (add additional pages as necessary): _____

**Refer to B7.3.5.1 of the TPV Manual for more information.*

- Attached is a copy of the current TPV inspection report covering the changes.

Date:
Name (print):
Title:
Signature:

Please return to 3-A SSI:

- The completed Application,
- Current TPV inspection report and
- Payment or the attached payment information sheet.

**3-A Sanitary Standards, Inc.
3-A Process Certification Program**

AGREEMENT

This Agreement dated _____ is entered into by and between 3-A Sanitary Standards, Inc. (hereinafter "3-A SSI"), and _____ (hereinafter "Applicant").

WHEREAS, 3-A SSI has established the *3-A Process Certification Program* (hereinafter "Program") through which processors may apply for a 3-A Process Certificate (hereinafter, "Certificate") indicating conformance of specified processing systems to a 3-A Accepted Practice; and

WHEREAS, Applicant has applied to 3-A SSI for a Certificate for the specified processing system identified in Applicant's application.

THEREFORE, the parties agree as follows:

1. Applicant shall comply with all 3-A SSI rules and procedures associated with the Program, as amended from time-to-time. This includes timely payment of fees, Third Party Verification, and public communications, including advertising, of Applicant that refer to the Certificate or the Program.
2. Should Applicant successfully complete the Third Party Verification process with respect to any processing system, Applicant shall be permitted to display, copy, and distribute, without alteration, a Certificate prepared and issued by 3-A SSI acknowledging conformance of such processing system to the named 3-A Accepted Practice.
3. This Agreement does not transfer to, or bestow any rights upon, Applicant with respect to the 3-A Symbol, nor may Applicant utilize the 3-A Symbol. Without limiting the foregoing, Applicant shall not in any manner attach or affix the 3-A Symbol to any processing system or include any other markings or words on any processing system intended to indicate conformance with 3-A Sanitary Standards or 3-A Accepted Practices or participation in the Program.
4. 3-A SSI is the owner of the 3-A Symbol and the Program, and Applicant shall not take any actions which are inconsistent with 3-A SSI's ownership rights including, but not limited to, challenging 3-A SSI's rights.
5. Applicant's authorization to use the Certificate as authorized by this Agreement will terminate each year on the expiration date of the Certificate. However, this Agreement will be automatically renewed each successive year for an additional twelve-month period under the same terms and conditions, except as modified by 3-A SSI, provided that Applicant has fully complied with all rules and procedures for such renewal.
6. No association, agency, apparent agency, employer/employee relationship, partnership, or joint venture of any kind is created by this Agreement.

7. This Agreement is not assignable or transferable by Applicant in any manner.
8. If it is determined by 3-A SSI that the processing system referenced in the Certificate does not conform at any time to the applicable 3-A Accepted Practice, including as amended or interpreted in the future; or if Applicant is determined by 3-A SSI to have made any materially false statement in any application or affidavit; or if Applicant otherwise defaults in any of its obligations under this Agreement, then 3-A SSI may immediately terminate this Agreement, without prejudice to any other rights which 3-A SSI may have.
9. Upon termination of this Agreement for any reason, Applicant shall immediately discontinue the use of the Certificate and shall return the same to 3-A SSI. In addition, 3-A SSI may in its discretion communicate such termination to governmental authorities and others, including via the 3-A SSI web site, and the reasons therefor.
10. This Agreement shall not grant any right or remedy to any person or entity that is not a party to this Agreement.
11. This Agreement shall be interpreted and governed by the laws of the Commonwealth of Virginia. Exclusive jurisdiction for any claim or dispute between the parties resides in federal or State court in Northern Virginia, and the parties agree and expressly consent to the exercise of personal jurisdiction in the Commonwealth of Virginia.
12. This Agreement contains the entire agreement between the parties as to the subject matter referenced herein. No agreement, statements, or representations not herein contained shall have any force and effect.
13. Applicant shall indemnify and hold 3-A SSI harmless for any costs, including judgments, settlements, and attorney's fees, incurred by 3-A SSI in defense of any legal proceeding alleging, in whole or in part, injury caused by any equipment of Applicant.
14. Paragraphs 3, 9, 11, 13 and this paragraph 14 survive termination of this Agreement.

Dated: _____ By: _____
Name of Company

Signature of Authorized Representative

3-A SANITARY STANDARDS, INC.
Dated: _____ By: _____