

## **DECLARATION ON IMPARTIALITY, INDEPENDENCE AND CONFIDENTIALITY**

**(excerpt from the quality system's overall procedure "Requirements for impartiality and independence ", as well as SINTEF Certification procedure KS 14-06-56, dated 2015-03- 01)**

The SINTEF Foundation aims to be a non-profit research organisation. The foundation has no intentions for gain or acquisition. The foundation can participate with research companies that do not have the purpose of profit, and which are mainly based on the SINTEF Group's research results. SINTEF Building and Infrastructure is part of the SINTEF Foundation. SINTEF Building and Infrastructure is an internationally leading research institute for the sustainable development of buildings and infrastructure. The department has activities within research and development, research-based advice, product documentation and person certification, and knowledge dissemination. The product documentation business also includes testing and laboratory testing of products and systems for building and infrastructure. The department's employees possess specialist expertise in areas such as architecture, building physics, management, operation and maintenance of buildings, water supply and other infrastructure.

As a competent body, SINTEF Building and Infrastructure can undertake assignments from the Directorate for Building Quality. The responsible authority is the Ministry of Local Government and Modernization.

SINTEF Certification is a separate department in SINTEF Building and Infrastructure's line organization, with responsibility for the development and administration of SINTEF Building and Infrastructure's documentation of activities within certification, approval, European Technical Assessment (ETA) and inspection (conformity assessments and related follow-ups).

The head of the department reports directly to the executive vice president of SINTEF Building and Infrastructure. The leader is part of SINTEF Building and Infrastructure's management team.

In its quality policy, the SINTEF foundation aims to develop the management system so that independence, impartiality and confidentiality are ensured. The SINTEF Foundation demands that the organisation's line and project management ensure that SINTEF's principles and guidelines for ethics are complied with. The line and project management shall determine and/or comply with requirements for independence, impartiality and confidentiality when SINTEF acts as an accredited inspection body, certification body, testing/calibration laboratory and/or technical inspection body. SINTEF Certification shall act impartially as stated in NS-EN ISO / IEC 17065 clause. 4.2 and NS-EN ISO/IEC 17020 Tillegg A. SINTEF Certification shall not issue certificates for a product or factory production control if the SINTEF legal entity has been engaged in the design or development of the product, the production process, or the factory production control. In the case of certification assignments, impartiality must be clarified as stated in the quality system's procedures.

SINTEF Certification is responsible for ensuring that certification activities are conducted in an impartial manner, and will not be influenced by commercial, financial or other powers to depart from the principle of impartiality.

Employees at SINTEF Certification will continuously identify threats to the company's impartiality and independence, and will analyse, document and eliminate or minimize any threats or conflicts of interest that may arise in relation to the business.

Project managers, inspectors and quality assurers for assignments within certification, approval, ETA and inspection (conformity assessment and related follow-up) are normally organizationally associated with one of SINTEF Building and Infrastructure's R&D departments. Regardless of organizational affiliation, the project manager, inspector and project manager report to the certification manager/approval leader/inspection leader at SINTEF Certification in all organizational, administrative and principal issues related to certification, approval, ETA and inspection assignments. In relation to other academic issues, the project manager reports to the group leader in his R&D department. It is the project manager at SINTEF Byggeforsk's R&D department that recommends certification/approval/ETA, and the certification manager/approval leader at SINTEF Certification who issues the certificate/approval/ETA.

The person who is appointed to be a project manager, inspector, quality assurance checker, or is

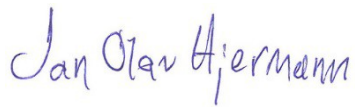
otherwise involved in assignments within certification, approval and ETA and/or follow-up of these, shall evaluate their own independence, impartiality and confidentiality. If they consider themselves to be unfit, it is their duty to forward this to the approval, certification or inspection leader.

Project managers, inspectors and quality assurers appointed in assignments within certification, approval, ETA and inspection and/or follow-up shall be approved by SINTEF Certification, and have special knowledge of the requirements that apply to impartiality and independence in the standards and guidelines that form the basis for business.

All information SINTEF Building and Infrastructure receives in connection with work related to certification, approval, ETA and inspection shall be treated confidentially by SINTEF Building and Infrastructure, including information on who has applied for conformity assessment and issuance of documentation at any time. Information about customers received from anyone other than the customer, for example through complaints or from the authorities, must also be treated confidentially. Only information in the form of lists of holders of valid certificates/approvals and the valid certificate/approval with any attachments are open documents.

If SINTEF Building and Infrastructure is required to disclose confidential information for legal reasons, or following instructions from the authorities, the holder shall be notified as to the extent.

For SINTEF Building and Infrastructure



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