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3 August 2021

Dear Graham

BDA Agrément® - LETTER OF COMFORT

I write to confirm that satisfactory progress (relative to time elapsed) is being made in respect of your journey through the BDA Agrément® process.

This process has a series of clearly defined stages, most (if not all) of which apply to each BDA Agrément® project.

The status of this project is as per page 2 of this letter and the stages completed and outstanding at the date of this Letter of Comfort are noted therein.

This Letter of Comfort can be updated from time to time to reflect the on-going development of the project as the BDA Agrément® process progresses.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Chris Forshaw". The signature is fluid and cursive, written over a light blue horizontal line.

PP Chris Forshaw
Business Manager
Kiwa Building Products
07718 570564





Process Stage	Complete	Note
Preliminaries		
Kiwa Technical Project Manager appointed	Yes	
Technical Assessment Visit (TAV) arranged	No	
Technical Assessment Visit (TAV) completed	No	
Quality Management System (QMS) audit		
Factory Production Control (FPC) QMS audit arranged	No	
Factory Production Control (FPC) QMS audit completed	No	
Distribution Model QMS audit arranged	No	
Distribution Model QMS audit completed	No	
Installation Visit		
Site Visit arranged	No	
Site Visit completed	No	
Evidential Requirement		
Initial Evidential requirement satisfied	No	
Initial Type Testing requirement finalised	Yes	
Initial Type Testing requirement completed	No	
All project visit reports completed, and tests reports, etc. accepted	No	
End Stage		
Draft Agrément writing complete	No	
Draft Agrément submitted for Kiwa Internal Review	No	
Draft Agrément issued for Client Approval	No	
Draft Agrément issued for 3 rd Party Approval	No	
Draft Agrément awaiting Publication	No	