



उत्पाद मैनुअल

वुड वूल बिल्डिंग स्लैब,
आईएस ३३०८ : १९८१ के अनुसार

**PRODUCT MANUAL
WOOD WOOL BUILDING SLABS,
ACCORDING TO IS 3308: 1981**

यह उत्पाद नियमावली सभी क्षेत्रीय/शाखा कार्यालयों और लाइसेंसधारियों द्वारा विभिन्न उत्पादों के लिए भारतीय मानक ब्यूरो (अनुरूपता मूल्यांकन) विनियम, 2018 की योजना-I के अंतर्गत प्रमाणन के संचालन में एकरूपता और पारदर्शिता सुनिश्चित करने के लिए संदर्भ सामग्री के रूप में उपयोग की जाएगी। बीआईएस प्रमाणन प्राप्त करने के इच्छुक भावी आवेदक भी इस दस्तावेज़ का उपयोग कर सकते हैं।

This Product Manual shall be used as reference material by all Regional/Branch Offices & licensees to ensure uniformity of practice and transparency in operation of certification under Scheme-I of Bureau of Indian Standards (Conformity Assessment) Regulations, 2018 for various products. The document may also be used by prospective applicants desirous of obtaining BIS certification.

1.	मानक संख्या / IS No.	:	IS 3308: 1981
	शीर्षक / Title	:	WOOD WOOL BUILDING SLABS
	संशोधनों की संख्या No. of amendments	:	2
2.	नमूनाकरण दिशानिर्देश / Sampling Guidelines		
a)	कच्चा माल Raw material	:	As per Clause 4 of IS 3308: 1981. <i>Note: This section indicates the requirements for raw material (if specified in the IS) for which compliance is to be established during Grant of Licence/Change in Scope of Licence/Factory Surveillance.</i>
b)	समूहीकरण दिशानिर्देश Grouping Guidelines	:	Please refer ANNEX – A
c)	नमूने का परिमाण Sample Quantity	:	Total surface area of all the slabs = 10 to 12 m ² , where the volume of the room available with the laboratory for sound absorption testing is greater than 200 m ³ , as per Clause 6.2.1.1 of IS 8225:2018. In case the available room volume is 200 m ³ or less, the sample quantity shall be as declared by the laboratory. Minimum 3 nos. of slabs. <i>Note: This section indicates the quantity of the sample of the product and/or the raw material (if applicable), required to be sent to the laboratory for</i>

			testing, for the purpose of Grant of Licence/Change in Scope of Licence/ Factory Surveillance (incase of market surveillance, effort may be made to procure therequired quantity of product sample, as far as possible since raw material sample may not be available in market)
d)	परीक्षण अनुरोध में घोषित किए जाने वाले पैरामीटर Parameters to be Declared in Test Request	:	Same as the scope of the licence. In addition, the minimum Sound Absorption Coefficient for thicknesses other than 25 mm with rigid backing shall also be declared. <i>Note: Apart from the above, any other requirements/ parameters may also be declared as per the standard, as applicable.</i>
3.	परीक्षण उपकरण की सूची List of Test Equipment	:	Please refer <u>ANNEX – B</u>
4.	निरीक्षण एवं परीक्षण योजना Scheme of Inspection and Testing	:	Please refer <u>ANNEX – C</u>
5.	एक दिन में संभावित परीक्षण Possible tests in a day	:	(i) Form and Texture (Clause 5); (ii) Dimensions and Tolerances (Clause 6); (iii) Weight (Clause 7); (iv) Deflection (Clause 8) <i>Note: This section is for the guidance of BIS Certification Officers/ Technical Auditors of BIS Authorized Outside Surveillance Agencies (OSAs) during factory inspection to provide ready reference regarding the tests which can be witnessed during the inspection in the factory by the officer/ auditor.</i>
6.	लाइसेंस का दायरा /Scope of the Licence:		
“License is granted to use Standard Mark as per IS 3308 : 1981 with the following scope:			
Name of the product		Wood Wool Building Slabs	
Type		Type 1/ Type 2	
Sizes (mm)		Upto and including _____ (Length X Width)	
Thickness (mm)			

भारतीय मानक ब्यूरो
BUREAU OF INDIAN STANDARDS
मानक भवन, ९, बहादुर शाह ज़फ़र मार्ग
Manak Bhawan, 9, Bahadur Shah Zafar Marg
नई ददल्ली- ११०००२
New Delhi – 110002

ANNEX -A
Grouping Guidelines

1. Wood Wool Building Slabs as per IS 3308 : 1981 is classified as below:
 - a) Type : Type 1 (Light weight Slabs) / Type 2 (Heavy Duty Slabs)
 - b) Sizes : Length X Width
 - c) Thickness-
 - i) Group 1- Below 25 mm
 - ii) Group 2- 25 mm and above
2. Considering the above, Each Type (Type 1 & Type 2) shall be tested separately to cover the respective type in the scope of the license.
3. Highest and lowest thickness of each group of thickness, of any size of slab and of any type of slab shall be tested to cover slabs of the entire range in that group of thicknesses, including the tested thickness, for the tested types and all sizes intended to be covered under the scope of the licence.

For Example- If Type 1 of any size and 40 mm thickness,
Type 2 of any size and 100 mm thickness are tested,
Then the scope of the license shall cover- Type 1 & Type 2, all sizes, Thickness-
From 40 mm upto and including 100 mm

4. The Firm shall declare the varieties of slabs they intend to cover in the Licence. The Scope of Licence may be restricted based on the Manufacturing and Testing capabilities of the Manufacturer.
5. During the operation of the Licence, BO shall ensure that all the varieties covered in the Licence are tested in rotation, to the extent possible.

ANNEX- B**List of Test Equipments***(Indicative List, For Guidance Only)*

Sl. No.	Tests used in with Clause Reference	Test Equipment
1.	Form and Texture (Clause 5.1)	- Steel scale, - try square, - straight edge
2.	Dimensions and Tolerances (Clause 6)	- Steel measuring tape/steel scale, - Vernier calipers, - (50 × 50 × 10) mm steel plates as per Appendix A
3.	Weight (Clause 7)	- Weighing balance
4.	Deflection (Clause 8)	- As per Appendix B
5.	Thermal conductivity (Clause 9)	- As per IS 3346
6.	Sound absorption (Clause 10)	- As per IS 8225

The above list is indicative only and may not be treated as exhaustive.

ANNEX C

Scheme of Inspection and Testing

1. QUALITY ASSURANCE PLAN

1.1 It is expected that during operation of BIS licence manufacturers will implement a Quality Assurance Plan (QAP) i.e. a plan of regular testing and in-process controls, designed to ensure that the product bearing the Standard Mark conforms to all requirements of the Indian Standard.

1.2 The manufacturers shall define a Quality Assurance Plan (QAP) defining the control unit (i.e. lot/batch etc.), the levels of control (i.e. the frequency and number of samples for conducting the different tests as per the Indian Standard) and declare the arrangement for testing i.e. whether in-house or sub-contracting/ sharing for each applicable test and submit the same to BIS Branch Office for information. The manufacturer shall comply with the QAP and maintain test records in accordance with para 2.1.

1.3 Recommended Levels of Control/ Control Unit:

1.3.1 For the guidance of manufacturers, the recommended definition of control unit is: *All slabs of similar dimensions, construction and type manufactured under similar conditions on the same day from same type of materials shall constitute a control unit.*

1.3.2 For the guidance of manufacturers in preparing the Quality Assurance Plan, recommended levels of control are given in Table 1. Manufacturer has the discretion of declaring their own levels of control or accept the levels of control given in this document.

1.3.3 The manufacturer shall ensure inspection and testing as per the Quality Assurance Plan submitted by them on the whole production of the factory which is covered by this plan.

1.4 However, all manufacturers shall ensure compliance of their products to all the requirements of the Indian Standard.

2. ENSURING COMPLIANCE THROUGH TESTING

The manufacturers shall ensure compliance of their products to all the requirements of the Indian Standard for which they may have in-house test facilities. However, there is no obligation to maintain in-house laboratory. Licensee may use alternative arrangements for tests of the production as per the declared QAP. Various alternatives are available for operation of BIS certification as given below and the relevant guidelines for availing such relaxations by the manufacturers, as amended from time to time, are to be referred:

- i) Shared testing resources like common facility,
- ii) Cluster based testing facility,
- iii) Sub-contracting to outside laboratories which may either be:
 - a) BIS recognised/ empanelled laboratories, or
 - b) Any accredited laboratory as per ISO/IEC 17025

2.1 Test Records- The manufacturers shall maintain test records for the tests carried out (either in-house or at a sub-contracted or at shared test facility) to establish conformity of the product to the Standard for operation of licence. For the tests being subcontracted or conducted at a shared test facility, test results issued by the laboratories or test facilities, shall be made available for inspection by BIS.

3. PACKING AND MARKING

The Standard Mark as given in the Schedule of the licence shall be incorporated legibly and indelibly on each slab provided always that the material so marked conforms to all requirements of the specification.

3.1 Marking on each slab shall be done as per Cl. 12 of IS 3308: 1981

3.2 **Additional Marking requirements:** Each slab shall also be marked with the following additional requirement on each packing:

a) “For BIS certification details please visit www.bis.gov.in”

4. REJECTION

The production which conforms to the Indian Standard and covered under the scope of this licence shall be marked with the Standard Mark. Disposal of non-conforming product shall be done in such a way so as to ensure that there is no violation of provisions of BIS Act, 2016.

TABLE-1*(Recommended Levels of Control by BIS- for Guidance Only)*

(1)				(3)		
Test Details				Levels of Control		
Cl.	Requirement	Test Methods		No. of Sample	Frequency	Remarks
		Clause	Reference			
4	Material	4	IS 3308	One	Each consignment	No further testing is required if accompanied with the Test Certificate or ISI marked.
5	Form and Texture	5	IS 3308	One	Each control unit	
6	Dimensions and Tolerances	6, Appendix A	IS 3308	One	Each control unit	
7	Weight	7	IS 3308	One	Each control unit	
8	Deflection	8, Appendix B	IS 3308	One	Each control unit	
9	Thermal conductivity	9	IS 3308 IS 3346	One	Once in a year	All varieties produced during the period shall be tested. Testing shall also be carried out whenever there is a change in the raw material.
10	Sound absorption	10	IS 3308 IS 8225	One	Once in a year	