

To: Whom It May Concern
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Subject: **Statement of Conformance to BIFMA Standards**

We believe most manufacturers seek to comply with accepted industry standards and share compliance information with the marketplace. This memo is intended to help manufacturers understand how to properly make a statement of conformance regarding BIFMA's mechanical safety and performance standards. It is important to note/consider the following:

- Membership in the BIFMA organization is an independent issue from product conformance testing.
- BIFMA does not test products nor does BIFMA track or monitor test conformance. Manufacturers should not state, "BIFMA Approved", "BIFMA Certified", or "BIFMA Tested" in conformance claims.
- The BIFMA logo is not intended to accompany conformance claims and should not be used.
- BIFMA does not recommend specific testing laboratories or certification bodies to use when making conformance claims. BIFMA does recommend utilizing a test lab that has been accredited to ISO 17025 and includes ANSI/BIFMA standards in its scope of accreditation. (Note – For ANSI/BIFMA X7.1, the laboratory used to perform the emissions testing and/or provide analytical results shall be independently accredited to ISO/IEC 17025).

To make a proper statement of compliance to a BIFMA test standard, tests must be conducted to all applicable sections of the relevant test standard. If the product meets all applicable requirements, then the manufacturer or the testing body may issue a declaration of conformance. A chair example is as follows: "This product meets or exceeds the applicable requirements of ANSI/BIFMA X5.1-2011 General-Purpose Office Chairs – Tests." As noted in the example, any conformance statement should include the entire alpha-numeric reference, the title and the year (revision) of the standard the product(s) was tested against.

For additional information, the following documents are also available on the BIFMA website:

- "Testing to Revised ANSI/BIFMA Mechanical Standards" (December 3, 2013)
- "Worst-Case Testing" (January 10, 2014)
- "Loss of Serviceability Guideline" (April 4, 2016)

While not a mechanical test standard, BIFMA has developed a certification program for the ANSI/BIFMA e3 Furniture Sustainability Standard. Certain independent, third-party certification bodies are licensed to grant the "level" certification mark for products that conform with that standard. More information about the level® Certification Program and a list of certifiers can be found at www.level.org.