



Memorandum

Date: October 6, 2014
TO: NFRC Inspection Agencies
FROM: Sherri E. Wendt
Certification Program Manager
SUBJECT: CPD 2.0 Redesign of the Publication Feature

This memo announces a redesign of the NFRC Certified Products Database (CPD) publication feature, to better serve our participants. This new publication feature will allow the Inspection Agencies (IAs) to work within the CPD environment while product lines are expanded in the background.

Item 1: Publication of Product Lines

Extension of Expirations:

The authorization for Inspection Agencies (IA) to grant extensions for product lines past expiration because of delays caused by CPD response time and time-out issues is no longer in effect with this release of CPD.

Purpose of the modification:

The product line generating queue was created to address the CPD delays and time-out issues that occurred when creating or adding to large product lines that exceeded 40,000 options. Processing large product lines would take up a majority of the server resources, and cause other users to notice the delay in CPD response time, a delay that was noticeable even in small tasks like viewing pages and editing product line header information.

What has changed:

A modified process for publishing an uploaded spreadsheet to a product line through the CPD interface has been introduced. Rather than accepting and generating a product line expansion in real time, which can cause the user's screen to freeze, the CPD's new queuing system will quickly copy the files to the server and then return control of the submitter's screen. A background queuing system on the server will expand and publish the files off-screen and notify the submitter when the process is complete. Users can monitor their processes through the newly-created Notifications Tab (see item 2, below). Separate queues for large and small files have been established to prevent small files from being "locked-out" when submitted behind a series of larger files.

What to expect:

The product line generating queue will publish only one product line at a time in the order received. However as previously stated, there are separate queues to process a large versus a small product line. A user should expect to give 24 hours for large product lines (those with 40,000 options and over) to complete and receive a notification of completion (details below); and expect to give smaller product lines 12 hours to complete and receive a notification of completion. Once this time frame has passed, if the user has not received a notification of completion, please contact NFRC staff to make us aware so we can review the queue. It is not recommended to publish two uploads assigned to the same product line at the same time. If 2 uploads are sent to the queue for the same product line, this may result in a product line with mixed options from both reports. The user should wait for a notification of completion from the first upload before accepting the second upload.

Item 2: Notification Tab

The function of the Notification Tab is to pass communications from the CPD processes to the submitter. This tab can be found at the top of the CPD page once the IA user is logged in. A notification will be displayed in the tab by the CPD as the background process runs, indicating:

- Publication Started
- Publication Completed or,
- Publication Failed

Notifications will remain on the user's Notification Tab and can be marked as "read" when reviewed. **NOTE:** Notifications will not be sent directly to the user's email account at this time.

Item 3: Certificate of Authorization

The new report feature of a Certificate of Authorization (CA) report is included in this release. However, full implementation of the requirement to provide participants with a CA in lieu of a Certification Authorization Report (CAR) is held until the approved balloted language is published into the NFRC 700. The CPD IA User Manual E0A3 has been updated with details of the CA and how to run the report in the CPD.

Item 4: User Manuals

An updated IA user manual is available on the NFRC website [CPD 2.0 Information Page](#) providing instructions for using the new background queuing system and notification tab.

A copy of this NFRC CPD Memo can be downloaded from the NFRC website at <http://nfrccommunity.site-ym.com/default.asp?page=CPD20Info>.

Sincerely,

A handwritten signature in black ink, appearing to read "Sherri E. Wendt", written over a light blue horizontal line.

Sherri E. Wendt

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