



THE BOAT BUILDERS GUIDE TO NMMA CERTIFICATION

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INTRODUCTION

NMMA Certified boats and yachts are known throughout the world as the benchmark for product quality. That's why more than 85% of boats sold in the United States each year are NMMA Certified.

NMMA Certification is a service of the National Marine Manufacturers Association (NMMA), a trade association representing the recreational marine industry. NMMA boat builder members are required to be NMMA Certified as a condition of NMMA membership, and membership in NMMA is required to become NMMA Certified. To learn more about NMMA membership and how NMMA works to help you succeed, visit <http://www.nmma.org/members/>.

NMMA Certified manufacturers are among the most recognizable names in boating. To see the list of current NMMA Certified manufacturers, visit: <http://www.nmma.org/certification/boats/certified-manufacturers>.

ANNUAL REQUIREMENTS SUMMARY

In order to become or remain NMMA Certified, there are several items that must be completed each model year, including but not limited to:

1. Signing the Annual Certification Agreement and submitting the accompanying fee
2. Submitting completed and accurate model applications and signing the Master Model List
3. Undergoing an inspection of all models
4. Submitting the Variance Response of corrective actions
5. Verification of a CSI program
6. Verification of NICB reporting
7. Submission of NMMA Compliance Specialist exams

These items are discussed in more depth throughout this document.

STANDARDS BASIS

NMMA applies American Boat & Yacht Council (ABYC) Standards to the NMMA Certification program. As this is an annual program, the standards applied each model year may be updated, or additional standards added. The current and upcoming model year's standards can always be found online at <http://www.nmma.org/certification/boats/standards>. ABYC Standards can be obtained directly from ABYC at <http://abycinc.org/>. ABYC standards are provided at no additional cost to individuals attending the annual Compliance Seminar. Several ABYC Standards include and expand upon the Regulations of the United States Coast Guard. NMMA also incorporates additional items from the Code of Federal Regulations, including Inboard Engines and Marine Sanitation Devices to the certification basis.

MODEL APPLICATIONS, MASTER MODEL LIST (MML) & ANNUAL AGREEMENT

All certified boat models must have completed NMMA model applications on file. Applications are submitted electronically through the Online Application Submission secure website. At <http://www.ect.nmma.org/>, you can create, save and submit certification applications, and receive real time feedback on any missing items or possible errors. Access to the website must be given by NMMA staff; please contact NMMA Engineering Standards staff for secure, personal access codes.

Applications must be submitted for all new models; if a model has not changed from one model year to the next, we can simply roll it over. The applications ask for simple information in most cases, however for several components, we require **NMMA Type Accepted** numbers (see page 4).

The Master Model List (MML) is the list of all your boats for sale in the United States, and ultimately the list of boats for which you are pursuing NMMA Certification. The MML lists all the models we have on file for the model year, and requires your signature as approval. For boats less than 26' and other boat types that require display of capacity, your signature confirms agreement on the capacities we approve. Capacity tags placed on boats must contain the capacities listed on the signed MML.

NMMA also requires you submit the Annual Certification Agreement at the start of the model year; this agreement will be automatically generated and sent on April 15th of every year to primary engineering contacts.

TYPE ACCEPTED COMPONENTS

Type Accepted Components

Several components on NMMA Certified boats must be NMMA Type Accepted (TA), which means NMMA has received passing test reports to ABYC standards for the respective component. Once a component is Type Accepted, it is given a TA number which you, the boat builder, enter on the Certification application.

The list of components required to be Type Accepted includes:

- Bilge Pumps
- Bilge Blowers
- Fuel Hoses
- Fuel Tanks
- Horns
- Navigation Lights
- Steering Helms
- Steering Wheels

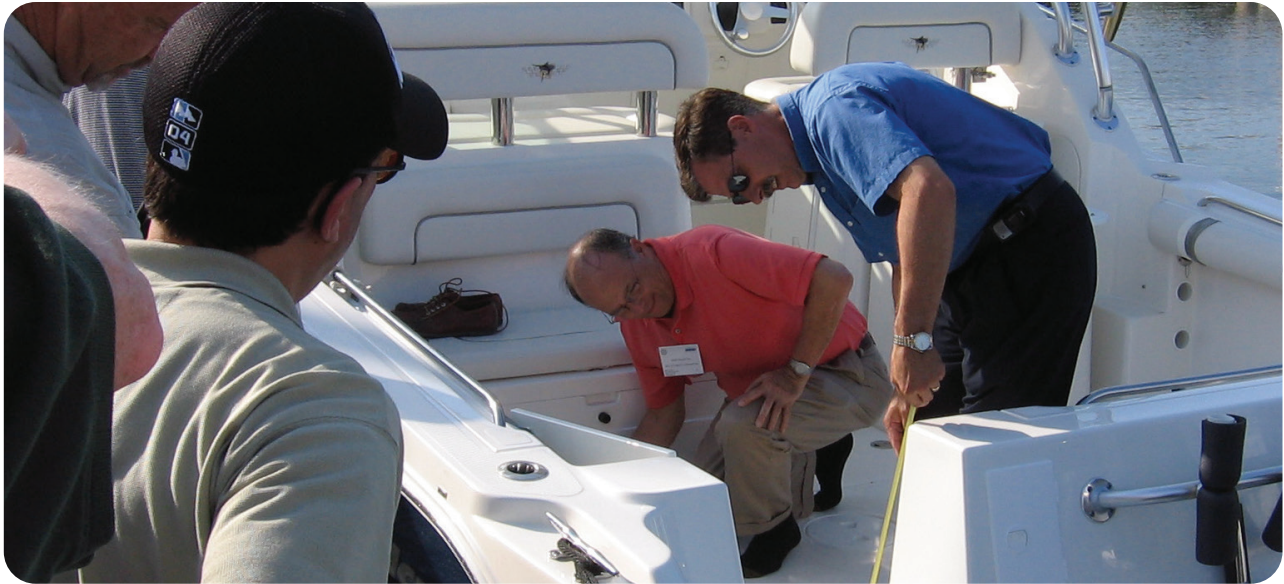
The Type Accepted List of currently Accepted Components can be found online at <http://www.nmma.org/certification/components/type-accepted>;

Type Accepted components are also listed within the online applications.

If a component is not currently Type Accepted, the Component manufacturer must independently register their components with NMMA, by requesting the annual Type Accepted agreement and fee from Lucyna Koscielniak at LKoscielniak@nmma.org.

NMMA Certified boat builders who also manufacture components, such as fuel tanks, are not required to submit the additional Type Accepted annual fee. The Type Accepted program is waived for NMMA Certified boat manufacturers producing their own components in-house.

Please note, NMMA does not accept CE Certificates or test reports to standards other than those stipulated in the respective ABYC standard.



INSPECTION

The physical inspection is at the heart of the NMMA Certification program. An independent NMMA Inspector will inspect each model annually to ensure compliance with the Standards for the respective model year. NMMA Inspectors are not NMMA employees, but rather highly trained, NMMA approved contractors. The Inspector's role is to conduct the actual inspection; all other assistance with NMMA Certification and requirements shall be with NMMA staff. Please note that the inspector's role is not to interpret standards. If you have any questions about the application of a standard, contact NMMA.

When the inspection is complete, NMMA receives the Inspection Report, and after internal review, NMMA will issue the formal Inspection Report, which bears the signature of NMMA Engineering Standards staff, along with the inspection invoice.

The inspection costs to a boat builder include the Inspection time, (billed at an hourly rate), the inspectors travel time and basic travel expenses. To help minimize the cost of the inspection to manufacturers, NMMA Inspectors continually attempt to schedule several inspections in a geographical region at once.

To schedule an inspection, manufacturers should contact NMMA or their Inspector, if one has already been assigned.

VARIANCE RESPONSE

The Variance Response is a document outlining your corrective actions to the variances found during the inspection. Your written response must describe how each variation on the Inspection Report was addressed to come into compliance with the ABYC standards or other annual requirements of NMMA certification; this can include photographs, test reports and so forth.

This is due to NMMA within **30 days** of your receipt of the inspection report. In the event circumstances do not allow all variations to be resolved or verified in that 30-day timeframe, a written corrective action timeline and plan to resolve all variations is due in writing to NMMA within that **30 day timeframe in order to maintain good standing with the NMMA certification program**. Implementation of those corrective actions must be accomplished, finalized and submitted to the NMMA within 120 days of your receipt of the formal inspection report. NMMA will review your response and approve it when all items have been addressed and closed.

This response, when accepted, will satisfy compliance to the ABYC Standards used for NMMA Certification. A follow-up inspection is not usually required to verify compliance; however NMMA does reserve the right to re-inspect before granting NMMA Certification.

Please be sure to include the manufacturer's name, inspection date, manufacturer representative's name and signature on the Variance Response and submit to <http://www.ect.nmma.org/>

CSI—CONSUMER SATISFACTION INDEX

The NMMA Certification program requires that manufacturers have a Consumer Satisfaction Index (CSI) program in place to assist the manufacturer in receiving product and experience feedback from their customers. The minimum requirement for compliance is that a single census type survey be conducted by the manufacturer with all known retail consumers within the first 12 months of retail ownership. Survey results must be tabulated and reports provided to your internal company management on a regular and ongoing basis.

NMMA, in partnership with AVALA Marketing, offers a CSI program that exceeds these

minimum requirements and is recognized by both consumers and the marine industry. Participation in the NMMA/AVALA operated program is not mandatory for NMMA Certification, however the minimum requirements outlined above are.

For more information of the Marine Industry CSI program, please visit <http://www.boatsatisfaction.com/>.

NATIONAL INSURANCE CRIME BUREAU (NICB) REPORTING

In 2012, a partnership of NMMA and the National Insurance Crime Bureau (NICB) established a national database of vessel information, whereby NMMA members would supply vessel information to NICB to establish a comprehensive database. This boat manufacturing data will be used by law enforcement, the insurance industry, and the Coast Guard to assist in vessel identification, the recovery of stolen vessels, crime deterrence and accident investigation.

This program was developed in response to the Coast Guard's attempt to increase the HIN to 17 characters, which the marine industry opposed because of the additional costs it would impose. The NICB boat database contains vital information that would have been included in a 17-character HIN.

The terms of the NMMA/NICB/USCG agreement require full participation of NMMA boat manufacturing members to ensure the database's effectiveness. Because of the importance of this program and the driving goals of NICB and the USCG in this area, the program is required for NMMA Certification.

COMPLIANCE SEMINAR

NMMA hosts an annual seminar each December to outline the changes for the upcoming model year and updates to ABYC Standards. This seminar brings together industry experts and boat builders in a three-day format to teach, discuss and foster an environment to help each other succeed. NMMA Certified manufacturers are required to send at least one representative every other year.

For more information, please visit <http://www.nmma.org/certification/training/engineering-compliance-seminar>.



COMPLIANCE SPECIALIST

Each boat manufacturer is required to have at least one staff member as a Compliance Specialist, who has taken and passed the NMMA annually administered Compliance Specialist Exams. These exams are published each December and due to NMMA by June 1 of each year. There is a cost of \$15.00 per exam; however testing is free for individuals who attend the annual Compliance Seminar. The Compliance Specialist exams cover different topics each year, and you are only required to take those which pertain to the types of boat you build.

The expectation of a Compliance Specialist is to be the primary contact at your company for Certification, who we may contact with questions regarding applicable items to your NMMA Certification.

Additional information on becoming a Compliance Specialist can be found at <http://www.nmma.org/certification/training/compliancespecialist.aspx>.

JOINT CE AND NMMA INSPECTIONS

Many of NMMA's Inspectors are qualified to conduct inspections for CE Certification. You can receive both the NMMA and CE Inspection at the same time, reducing travel expenses. Please notify NMMA if you wish to participate in this when registering for Certification; your inspector can give you more information on the requirements and other and other costs associated with CE Certification.

REPRESENTING MARINE MANUFACTURERS IN STANDARDS WORK

NMMA Engineering Standards staff holds committee positions on all of the ABYC Project Technical Committees (PTC), as well as with other industry standards bodies including the Society of Automotive Engineers (SAE), the National Fire Protection Association (NFPA) and the International Organization for Standardization (ISO). We represent you in ongoing revisions and creation of standards, to help ensure standards are practical. If you have an issue with a standard that you feel to be problematic or impractical, contact NMMA Engineering Standards staff to assist in interpretation and seek resolution.

NMMA CAPACITY TAGS AND YACHT PLATES

NMMA produces both Capacity Tags for boats less than 26 feet (and pontoons of all lengths) and Yacht Plates for boats 26 feet and greater. These high quality and durable tags contain the NMMA Certified logo and where applicable, the required USCG and EPA statements of compliance. Versions are also available for boats sold into California to comply with CARB certification.

These are offered exclusively to NMMA Certified boat manufacturers, and help you to promote your NMMA Certified status while displaying required information.

For more information on NMMA Capacity Tags and Yacht Plates, visit <http://www.nmma.org/certification/products/labelsanddecals.aspx>.

NMMA LABELS, BROCHURES AND PRODUCTS

NMMA produces products and publications to help in risk management and promotion of NMMA Certified Status, including:

- Warning Labels
- Information Labels
- Safety Brochures
- NMMA Certified Decals

To see a complete list of these products, please visit <http://www.nmma.org/certification/products/brochures>.

COSTS OF CERTIFICATION

NMMA Certification requires participants to be a current member of NMMA. Costs include an annual certification program agreement fee and inspection time and customary travel expenses.

Inspectors attempt to schedule several inspections in a geographical region when possible, to split expenses and keep costs low for you.

Costs are outlined as follows and are subject to change; be sure to reference the Annual Agreement which stipulates costs for the current model year:

Certification Program Fee (per facility)	\$195.00 per hour (minimum 4 hours) Plus inspectors travel expense & time
Agreement Processing Fee	\$300 per Manufacturer

WHO TO CONTACT

For NMMA Certification and Technical questions:

Scott Berry | Director, Engineering Standards

sberry@nmma.org

312.946.6254

Steve Mandarino | Manager, Engineering Standards

smandarino@nmma.org

312.946.6233

For NMMA Certification Applications and Master Model Lists:

Lucyna Koscielniak | Certification Program Coordinator

lkoscielniak@nmma.org

312.946.6214

For Compliance Specialist, NICB, Products & Publications and Capacity Tags:

Melissa Taylor | Engineering Standards Project Manager

mtaylor@nmma.org

312.946.6248

For NMMA Membership:

Bryan Welsh | Director of Membership

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