Remark:

Item 7.3 Duct Leakage Test

1. According to the drawing submitted by the Client, duct leakage test is required, and the testing pressure should be the same as the working pressure or assigned by the Client. The length of the test sections should be communicated with the institute.
2. Through the comparison of measured leakage value to the standard allowable leakage rate, the duct will be classified as Pass if the measured leakage rate is lower than the standard allowable leakage rate.
3. The Client should apply for the test through telephone or fax to the institute 7 days in advance.
4. After the submittal of the service Request form, the Institute will communicate with the Client and propose the testing schedule.
5. If offsite duct leakage test is required (type test), Client should communicate with the institute for the transportation of the sample, and clean up the sample by themselves after the test.
6. If the test result fails to comply with the testing standard/criteria, the service request form should be applied again and additional fee for additional test/re-test.
7. The Client should arrange the pass for the entry and exit of our technician before the measurement, in order to smooth the whole process.
8. Client is required to submit all necessary information related to the noise measurement according to institute's requirement.
9. Client is required to provide stable electrical supply for the test, safety access and working platform to our engineer, in order to provide the inspection service.
10. If the Client fails to provide the site for the measurement, the admission fee will also be charged if our staffs have already arrived onsite.
11. In General, test report will be issued based on the testing result, with the corresponding figure and picture to describe the situation, and the test report will be issued within 15 working days after completion of all the test.
12. The measurement results only represent the condition during the measurement.
13. Test report will be issued based on the testing result.
14. If the test result fails to comply with the testing standard/criteria, the service request form should be applied again and additional fee for additional test/re-test.
15. The institute will issue the invoice before issuing the test report. The Client should settle the invoice before getting the formal report.

16. The Client should inform the institute seven (7) working days in advance, for the confirmation of testing service. If the Client does not cooperate with the institute for the testing issue, the institute has the right to cancel the test unilaterally.
17. In any postponement, or the cannot performed of partially/ totally service, which is due to factor beyond the control of IDQ, for instance, directly or indirectly caused by any failure of the Client to comply with its obligations hereunder or any force majeure, IDQ shall not hold any responsibility.
18. IDQ shall keep confidential all information from the Client which is obtained or informed of due to the necessity of providing Services. If it is necessary to disclose, deliver, transfer, copy or disseminate to any third party which could not be predicted in advance, IDQ shall inform the Client in writing and conduct the friendly negotiation. Except in the irresistible cases (such as compulsory measures taken by the court, etc.), IDQ shall not and will not perform the foregoing disclosure of information, without any prior written consent of the Client or the parties having entered into any relevant disclosure agreement in writing.
19. The test method according the operation instruction to process.