

Product technical statement tool

This product technical statement (PTS) tool should help you prepare a PTS for your building product or system. It suggests what to include in addition to your core information about Building Code compliance.

Please note that this is not a template: you are welcome to create your own format. However, the suggested headings and content should be relevant to most products.

A PTS is an optional tool developed by the Ministry of Business, Innovation and Employment that is useful for any product or system that has Building Code obligations.

Suggested headings	Notes
Company name and contact details	Name of the organisation issuing the PTS (with contact details). Include the product manufacturer's name if a supplier (eg the product's importer) is issuing the PTS.
PTS version and date	This information is important as it allows users to check which document version they are referring to.
Name of building product/system	Where possible, include a unique product identifier so different users can be sure they are talking about the same product. Include CBI (Co-ordinated Building Information) numbering if applicable. Note that your PTS may cover families of similar products if they all have the same purpose, use and Building Code compliance obligations.
Product description	Give a brief description of what the product is and what it is used for.
Purpose and use	State how and where your product can be used, using recognised New Zealand terms. Include any limitations on the product's use, such as: <ul style="list-style-type: none"> environmental (eg not to be used in certain wind, seismic or corrosion zones or in buildings with a high weathertightness risk score) requirements around building height or size maximum structural loads building use (commercial, residential, industrial etc) building type (eg timber framed or steel framed). If you are using terms such as 'wind zone' or 'risk score' provide a reference to where these terms are defined.
Conditions	Note any conditions on the use of the PTS. These might include requirements for supporting documents, such as appraisals, to be kept up-to-date and valid.
Compliance with the New Zealand Building Code	Clearly state the Building Code performance clauses and sub-clauses that are relevant to your product. Summarise your means of compliance with the performance criteria of each relevant Code clause (eg: by following an Acceptable Solution or Verification Method; by reference to test results relevant to the New Zealand Building Code requirements, appraisals or product certification (CodeMark); or through a combination of these and other evidence such as in-service history). Provide clear links to, or details of how to obtain, evidence supporting your compliance claims (eg test reports, technical opinions, appraisals, product certification or other supporting information). Note that all your performance claims should be factual. If evidence such as test results are overseas-sourced, this should include information showing the relevance to New Zealand's Building Code and environment. Details should be provided in English and measurements in metric.

Suggested headings	Notes
and installation instructions	<p>State if certain installers must be used and/or an installation manual followed, and provide a link to this.</p> <p>Note that your supporting documents should be uniquely identifiable by date or version number to avoid confusion. Any document referenced in a PTS should be readily available (eg able to be downloaded from the product supplier's or manufacturer's website).</p>
Maintenance requirements	<p>If maintenance is necessary for your product's ongoing compliance, make this clear and link to details of this. For example, in some situations such as exposure to the elements, a product may require repainting, recoating or even re-application in order to achieve its stated life and meet the Building Code's durability requirements.</p>
Quality assurance	<p>Briefly refer to any relevant quality assurance information (eg manufacturing controls, certification of testing organisations, ISO accreditation etc).</p>
Product support	<p>Give full contact details, including website links, for the product manufacturer, product supplier and technical support. Ideally, provide links to New Zealand-based technical assistance.</p>
Warranty information	<p>Providing warranties for your products is not essential. However, if you do offer any product warranties you may wish to note these on the PTS.</p>

This information is published by the Ministry of Business, Innovation and Employment's Chief Executive. It is a general guide only and, if used, does not relieve any person of the obligation to consider any matter to which the information relates according to the circumstances of the particular case. Expert advice may be required in specific circumstances. Where this information relates to assisting people:

- with compliance with the Building Act, it is published under section 175 of the Building Act
- with a Weathertight Services claim, it is published under section 12 of the Weathertight Homes Resolution Services Act 2006.