



Administrative Management Systems, Inc.  
Administrative Office  
PO Box 730, 205 West Main  
Sackets Harbor, NY 13685  
Phone: (315) 646-2234  
E-mail: [staff@amscert.com](mailto:staff@amscert.com)



## Program Update

---

**To:** Certified IGCC Fabricators (All IGCC Licensees, Laboratories, Auditors, Participants)  
**From:** Insulating Glass Certification Council (IGCC)  
**Date:** August 27, 2024  
**Subject:** **Final Review and Comment: The Procedural Guide for Use in the IGCC/IGMA Certification Program and the IGMAC Certification Program**

Thank you to IGCC Certification Committee and IGMA/IGMAC Certification Committee members for your input and support over the past few years in assisting with developing a draft version of a “Normalized” IGCC/IGMA Certification and IGMAC Certification Procedural Guide, “Procedural Guide”. We have reviewed comments received to date and made adjustments to produce what is now a Final Draft of the Procedural Guide and believe it is ready for final review and comment by the IGCC and FGIA.

### **"The Normalization concept"**

For anyone who is new to the “normalizing” process, the concept is that the two separate IG Certification Programs (IGCC/IGMA Certification Program, and the IGMAC Certification Program) would both benefit from utilizing one set of Program Guidelines (certification requirements and guidelines for fabricators wishing to certify their IGUs in one or both programs). The word “Normalized” has been used intentionally to describe the process by which the IGMAC and IGCC/IGMA Certification Programs would utilize the same Procedural Guide so that it’s not misconstrued that the programs are themselves combining in any way, only that the certification procedures have been “normalized” to the extent practical to achieve alignment between the IGMAC and IGCC/IGMA Certification Program processes.

Changes to respective program requirements are still under the purview of the respective Certification Committee. Where program requirements are changed that require revision to the Procedural Guide, changes will be approved by the IGCC Certification Committee, with the IGMA/IGMAC Certification Committee maintaining veto authority over changes that may impact their certification program.

### **Are the test methods/standards changing?**

Historically, the IGCC/IGMA Certification Program has been widely adopted and used within the United States (it utilizes the ASTM E2190 Specification), while the IGMAC Certification Program has been widely used in Canada (it utilizes the CAN/CGSB 12.8 Standard).

Note – both Certification Programs' utilization of separate test methods/standards will remain unchanged, and as such, the Procedural Guide, where appropriate, speaks to the differences required by those standards.

### **What are the benefits of a normalized Procedural Guide?**

1. A more **streamlined** set of guidelines = less confusion on all parties
2. A **single document** to reference for two programs (of which several participants certify under both)
3. The **best aspects** of both programs now in one set of Guidelines
4. Ease of updating requirements for both programs in one place to accommodate **new product trends, developments and innovations**
5. **Autonomy** preserved for management of the two separate programs

### **Survey Instructions:**

1. Please review the Procedural Guide Final Draft linked within the survey
2. **Comment by September 11th using the survey link below.** If you are a member of both the IGCC and IGMAC Certification Committees, please use this survey for IGCC related comments and the FGIA Survey 24-4006: IGMAC Procedural Guide issued 8.27.2024 for IGMAC related comments.
3. If you do have comments about the Procedural Guide, please include them in your survey, and be sure to reference the section in question.

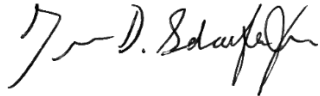
---

[ACCESS DRAFT & SURVEY HERE](#)

---

Thank you for your attention to this matter. If you have any questions, please feel free to contact us any time and as always, thank you for your support of the IGCC/IGMA and IGMAC Certification programs.

Best regards,

A handwritten signature in black ink, appearing to read "Terry D. Schaefer". The signature is fluid and cursive, with a large initial "T" and "S".

Terry Schaefer  
Administrative Manager