



## CERTIFICATION PROGRAMS



# API Aviation Fuel Handling

**Objective Proof You Can Get the Job Done**

Item

**API Aviation Jet Fuel Filter/Water Separator Qualification  
Test Data Registration Program Application**

Effective Date

**September 1, 2007**

Revision

**01**



## The API® Aviation Jet Fuel Filter/ Water Separator Qualification Test Data Registration Program

Thank you for requesting information on the API Aviation Jet Fuel Filter/Water Separator Qualification Test Data Registration Program. All the materials you need to apply for registration are included. If you have any questions, please contact one of our API Associates at 202-682-8490. Or you can fax us at 202-682-8070.

As soon as we receive your application we'll begin processing it immediately. Then you'll be able to register your qualification test data with API and have objective proof you can get the job done.

### API Certification Programs

1220 L Street, NW  
Washington, DC 20005-4070  
USA

Sales: 713-964-2662  
Customer Service: 202-682-8490  
Fax: 202-682-8070  
Email: [certification@api.org](mailto:certification@api.org)

[www.api.org](http://www.api.org)

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API Creative Services: 2007-138 | 09.07 | PDF

### Contents:

#### General Requirements

Find out how to submit an initial Application, arrange for an API witness to attend API/IP 1581 qualification tests and have the test results made available for prospective users.

#### Part 1

##### Initial Application and Agreement

A one-time application to participate in the test data registration program.

#### Part 2

##### Witness Request Form

Use this form to arrange for a witness to attend an upcoming single element or full scale qualification test.

#### Payment

Explains the three fees involved and how to submit payment.

## General Requirements

### Registration.

Registration of jet fuel filter/water separator qualification test data with API is voluntary. The registration process involves four steps:

1. Submitting an Initial Application and Agreement (Part 1) for qualification test witnessing and paying associated fees. When the application is received, an invoice for the fee will be issued.
2. Submitting a Witness Request (Part 2) to arrange for an API representative to witness the single element and/or full scale qualification tests of a system.
3. Performing the qualification tests for the filter/water separator system testing of the jet fuel filter system in accordance with the provision of API/IP Specification 1581 with an API representative present to witness the tests. Following the test, an invoice for the fee and witness' expenses will be issued.
4. Arranging for the witness to submit a signed and completed qualification test report for review by the API/EI Aviation Fuel Filtration Committee (AFFC) and subsequent posting on the API website as a summary for public access. Oil company members of the API/EI Joint Aviation Committee and AFFC members will have access to the full qualification report through a secure website access.

### Filing.

Requests for qualification test witnessing should be filed as soon as an approximate test date is known to provide adequate time for API representatives to coordinate the arrangements between the test witness and the facility.

### Test Cancellations.

Facilities should notify designated API representatives and API of the planned cancellation of a test as soon as possible to avoid any charges. Emergency cancellations due to weather are unavoidable; however, the facility will be charged one-half day witness expenses for such cancellations.

### Mandatory Requirements.

For a qualification test to be eligible for registration with API, the witness and testing facility must comply with the applicable requirements in the current edition of API/IP Specification 1581, Section 4 – *Testing and Qualification Procedure*. The test data shall be presented in tabular form in accordance with the specification (Section 4.8), or an equivalent format containing all relevant information.

Completed qualification test data must be submitted to API by the witness within thirty (30) days after the completion of the test for review by the AFFC.

Any qualification testing issues raised by the AFFC review of the Qualification Test Data must be addressed by the testing facility within thirty (30) days of the communication from API.

### Design Changes and Requalification.

Changes in construction, media, cross section of elements or in vessel design (general, profile and flow pattern) from that tested and qualified shall constitute a redesign, thereby nullifying previous qualifications. Redesigned units shall be requalified.

Once an element model has been qualified, the manufacturer shall not change any aspect of element design or materials without requalifying the element in accordance with the requirements of API/IP Specification 1581.

# Part 1: Initial Application and Agreement

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The information indicated below must be supplied for an initial application to the API Aviation Jet Fuel Filter/ Water Separator Qualification Test Data Registration Program. All such information is subject to investigation and applications may be rejected if the information supplied so warrants.

**Name of Manufacturer**

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**Street Address of Applicant’s Testing Facility**

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**Name, Address, Telephone, Email and Fax Number of Manager of Facility (or person responsible for testing)**

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**Name, Address, Telephone, Email and Fax Number to whom API legal documents should be directed if other than Facility Manager**

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Whereas, Registrant desires to have an API representative witness the testing of the Registrant’s jet fuel filter/ water separator to verify conformance to the technical requirements of the API Aviation Jet Fuel Filter/Water Separator Qualification Test Data Registration Program, and requests that API accept the test data as a registered test. Registrant agrees to the follows terms:

1. Registrant understands and agrees that the API Aviation Jet Fuel Filter/Water Separator Qualification Test Data Report Summary will be made available by API to the general public for review and use and that the Registrant waives any rights to this information. Registrant agrees that API may publish this information in a variety of formats including, but not limited to, electronic, paper and CD-ROM. Registrant acknowledges that this is API’s sole obligation under this Agreement. Complete qualification test data reports will be made available to the API/EI Aviation Fuel Filtration Committee (API AFFC) members and others designated by the committee.

The following data constitutes the information that will appear on the *API Composite List* website and will be available to the general public:

- Full Scale Test Number
- Corresponding Single Element Test Number
- Coalescer Model Number
- Separator Model Number
- Category
- Type
- Orientation
- Configuration
- Rated Flow in GPM
- Coalescer FPI
- Separator LEV
- Stages
- 3rd Stage Model (if applicable)

**Applicant Initial Here:** \_\_\_\_\_

## Part 1: Initial Application and Agreement

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2. Registrant agrees that the API representative will independently determine whether the testing conforms to the technical requirements of the API Aviation Jet Fuel Filter/Water Separator Qualification Test Data Registration Program and that this does not relieve the Registrant of any responsibility concerning the testing of its equipment. If the Registrant disagrees with the API representative's findings concerning the validity of the testing, the Registrant agrees that its sole and exclusive remedy shall be the filing of an appeal pursuant to API standardization policy.
3. Registrant recognizes that the Jet Fuel Filter/Water Separator Qualification Test Data Report must be received by API within thirty (30) days after the testing has been completed and that this program is only applicable to tests that have been witnessed by an API representative. If API determines that the API Jet Fuel Filter/Water Separator Qualification Test Data Report does not conform to the program requirements, API may terminate this Agreement and refund the Registrant the registration fee. The Registrant agrees that its sole and exclusive remedy shall be the return of the registration fee.
4. Registrant understands that in return for API providing a representative to witness the Registrant's test of an aviation jet fuel filter/water separator pursuant at the agreed upon location and time, Registrant agrees to pay the fees specified in this application. Registrant agrees that these fees shall be paid to API whether or not API determines that the testing conforms to the requirements of the API Jet Fuel Filter/Separator Qualification Test Data Registration Program. Registrant agrees to pay these fees within thirty (30) days of receiving an invoice from API.
5. Registrant understands and agrees that API's representatives shall have access to the testing facilities, equipment and documents in order to perform these audits and to verify compliance with the API Registration Program. The right of API's representative to obtain free access to these facilities shall not be conditioned upon the execution by him/her or API or any agreement, waiver or release which may purport to affect these legal rights or the rights or obligations of API. Any such document executed in contravention of this provision shall be without force or effect. However, Registrant may require that the API representative agree to comply with any reasonable workplace safety requirements.
6. Registrant agrees that the Aviation Jet Fuel Filter/Water Separator Qualification Test Data Report Summary shall constitute a representation and warranty by Registrant to API and the public that the testing conformed to the applicable requirements of API/IP Specification 1581, and that the data accurately reflects the tests that were performed. Registrant agrees not to make any misrepresentations concerning the testing, any test data, or API's role in the testing. Registrant agrees to hold harmless and indemnify API for any and all liability, loss, damage, cost and expense which API may suffer, incur, or be put to by reason of any claim, suit or proceeding for economic loss or damages based on the publication of the data by API, misrepresentations by the Registrant, or on the failure or alleged failure of the Registrant's products to perform as tested. Registrant further agrees to defend API, at Registrant's expense, against any and all such suits, claims or proceedings.
7. Registrant understands that participation in the program is voluntary and agrees that API has not made any direct or indirect representations or warranties concerning any potential business opportunities.
8. Registrant agrees to pay API the annual Renewal Fee within thirty (30) days of receiving the invoice from API. Registrant agrees that API fees may be revised annually if deemed necessary by API to cover the cost of the program. All fees are payable in U.S. Dollars.
9. Registrant agrees to pay all sales, use, property, excise and other taxes now or hereafter imposed by any government body or authority based on or in any way measured by this Agreement.

**Applicant Initial Here:** \_\_\_\_\_

## Part 1: Initial Application and Agreement

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- 10.** Registrant agrees to notify API in a timely manner if it has evidence or information which indicates that its Registered Test results do not conform to API's requirements. Registrant agrees that API shall have the right to terminate this Agreement, in whole or in part, in response to said assertion or information, or in response to any allegation by a third party that the test results were invalid or misleading.
- 11.** Registrant agrees that API may terminate this Agreement at any time and for any reason satisfactory to API after providing notice to the Registrant. Registrant agrees that upon termination of this Agreement by API without cause, that Registrant's sole and exclusive remedy shall be a refund of the annual fee basis if this Agreement is terminated for cause. Registrant agrees that API shall not be obligated to refund any other fees or payments made by Registrant.
- 12.** Registrant agrees that if any action or proceeding is brought by API to enforce, protect or establish any right or remedy with respect to this Agreement (including, but not limited to, the failure of the Registrant to pay applicable fees or audit costs) or with respect to the subject matter of this Agreement, API shall be entitled to recover reasonable attorney's fees and costs provided that it is the prevailing party.
- 13.** This Agreement shall be interpreted and governed by the law of the District of Columbia, United States of America. In the event of any litigation between the parties arising under this Agreement, the parties agree that the only proper venue for such litigation shall be the District of Columbia, United States of America.
- 14.** This instrument contains the entire and only agreement between the parties with respect to the subject matter hereof. No oral statements or representations not herein contained shall have any force and effect.
- 15.** It is expressly understood between the parties here to that no association, agency, apparent agency, employer/employee relationship, partnership or joint venture of any kind has been created.
- 16.** Registrant agrees that API may make editorial changes to the Aviation Jet Fuel Filter/Water Separator Qualification Test Summary Report that is ultimately provided to the general public and that API may include any disclaimers that it deems appropriate necessary on the published version of the form.
- 17.** Registrant shall not use the name AMERICAN PETROLEUM INSTITUTE, or description "API," or any API mark(s) in any manner in any advertising or indicate API sponsorship, approval or endorsement of the Registrant's products.
- 18.** Registrant agrees that API will not be liable to the Registrant by reason of any failure in performance of this Agreement if the failure arises out of the unavailability of third party communication facilities or energy sources, acts of God, acts of the other party, acts of governmental or judicial authority, fires, strikes, delays in transportation or any cause beyond the reasonable control of API. If any such event prevents API from performing its obligations for more than one (1) month, Registrant may terminate this Agreement and receive as its sole and exclusive remedy a refund of the pro rata share of its annual fees.
- 19.** Although API agrees to take reasonable steps to protect any confidential information obtained by the API representative during this activity, the Registrant agrees that API shall not be liable to the Registrant for the unauthorized release any such information.
- 20.** The terms and conditions of this Agreement are severable. If any condition of this Agreement is deemed to be illegal or unenforceable under any rule of law, all other terms shall remain in force.
- 21.** This Agreement shall not and is not intended to benefit or to grant any right or remedy to any person or entity that is not party to this Agreement.

**Applicant Initial Here:** \_\_\_\_\_

# Part 1: Initial Application and Agreement

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- 22.** The undersigned individuals represent and warrant that they are expressly and duly authorized by their respective entities or agencies to execute this Agreement and to legally bind their respective entities or agencies as set forth in this Agreement.
- 23.** Paragraph 2, 4, 5, 6, 8, 9, 10, 11, 12, 13, 17 and 19 survive termination, suspension or expiration of this Agreement.
- 24.** This Agreement shall be effective on the date that this Agreement has been signed by API and will terminate on January 31 of the following year. The Agreement will be automatically renewed each successive year on January 31 for an additional twelve (12) month period under the same terms and conditions, except as modified by API, provided that: the Registrant (1) pays the necessary annual fee to API within the specified time frame; (2) has complied with all terms and conditions of the program; and (3) has agreed to comply with any additional terms and conditions specified by API. Under no circumstances will the total term of this Agreement exceed seven (7) years.
- 25.** Notices required to be given by this Agreement shall be in writing and shall be effective as of the date on which such notice is delivered to:

- (a)** Director of Certification Programs  
API  
1220 L Street, NW  
Washington, DC 20005-4070  
USA

- (b)** The Registrant at:

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**Applicant Company Name**

**Signature of Authorized Company Official**

**Title of Authorized Company Official**

**How to Submit this Application.**

Submit this Application Form to:

**API  
Certification Programs**  
1220 L Street, NW  
Washington, DC 20005-4070  
USA

For additional information, please telephone 202-682-8490, fax 202-682-8070 or visit our website at [www.api.org/certifications/witnessing/index.cfm](http://www.api.org/certifications/witnessing/index.cfm).

## Part 2: Witness Request Form

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**Name of Manufacturer**

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**Contact Person (Phone Number, Fax Number and Email)**

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**Type of Test:**    Full Scale    Single Element

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**Coalescer Model Number**

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**Separator Model Number**

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**Category**

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**Type**

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**Orientation**

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**Configuration**

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**Stages**

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**Third Stage Model** (if applicable)

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## Part 2: Witness Request Form

Page 2 of 2

**Test Location**

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**Anticipated/Requested Test Date(s)**

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(Subject to auditor availability. API will make every attempt to accommodate this date.)

The undersigned represents and warrants that (1) he/she has read and understood all terms and conditions of the initial application and agreement, (2) that they are expressly and duly authorized to execute this agreement and to legally bind the organization, company or individual named herein, and (3) that they agree to be bound by all terms and conditions of the initial application and agreement.

**Name of Organization, Company or Individual**

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**Signature of Authorized Company Official**

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**Title of Authorized Company Official**

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**Date**

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For additional information, please telephone 202-682-8490, fax 202-682-8070 or visit our website at [www.api.org/certifications/witnessing/index.cfm](http://www.api.org/certifications/witnessing/index.cfm).

## Payment

There are three fees associated with the witnessing program. A one-time initial application fee, a fee for the API witness to observe a test and prepare a report, and an annual renewal fee for each test listed by API. The fee schedule is as follows:

### **Initial Application Fee.**

An initial application fee of \$400.00 (USD) will be invoiced upon receipt of the completed Initial Application and Agreement (Part 1).

### **Witnessing Fee (per test).**

A \$400.00 (USD) witnessing fee will be invoiced following each Jet Fuel Filter/Water Separator Test witnessed by an API representative (in addition to witness' expenses). If multiple tests are applied for and are not performed for any reason, API will not request payment for the cancelled tests.

### **Annual Renewal Fee (per test).**

For each posted Jet Fuel Filter/Water Separator Test, an annual renewal fee of \$200.00 (USD) will be assessed to cover the cost of the program. Postings can be removed for products at any time upon request.

***Applications will not be processed until payment is received.***

### **If You Are Paying By Check.**

Submit your Application Fee along with this form to:

#### **API Jet Fuel Filter/Water Separator Qualification Test Data Registration Program**

P.O. Box 1822  
Merrifield, VA 22116-1822  
USA

Include this Reference Number on your check:  
SS-2100-U9100-7110

**Please indicate your check number here**

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**DO NOT SEND YOUR APPLICATION TO THE ADDRESS ABOVE!**

### **If You Are Paying By Wire Transfer.**

Please add an additional \$30.00 (USD) to cover wire transfer fees. Return the Agreement and Application to:

#### **API Jet Fuel Filter/Water Separator Qualification Test Data Registration Program**

1220 L Street, NW  
Washington, DC 20005-4070  
USA

Send your License Fee to:

#### **Citibank, F.S.B.**

Washington, DC 20036-0967  
ABA# 254070116  
For further credit to API,  
Account Number: 6672 0060  
API Tax Identification Number: 13-0433430  
Reference Number: SS-2100-U9100-7110

**Please Note:** It is not necessary to complete Part 1 after the initial application has been approved by API. Please submit Part 2 only for subsequent Aviation Jet Fuel Filter/Water Separator qualification test witness requests.

For additional information, please telephone 202-682-8490, fax 202-682-8070 or visit our website at [www.api.org/certifications/witnessing/index.cfm](http://www.api.org/certifications/witnessing/index.cfm).