



Safety Equipment Institute

SEI Certification Program Manual

Section 32: Law Enforcement Protective Equipment

32.0 Law Enforcement Protective Equipment Program Standards

- **ASTM E3187- M25 Less Lethal Aerosol Devices Used by Law Enforcement, Corrections, and Other Public Safety Officers**
ASTM E3215-19a, Standard Practice for Certification of Less Lethal Aerosol Devices Used by Law Enforcement, Corrections, and Other Public Safety Officers
- **NIJ 0117.01-2016 Public Safety Bomb Suit Standard**
NIJ 0117.00-2012 Certification Program Requirements
- **NIJ 1001.00-2019 (Rev A) Criminal Justice Restraints**

32.1 Certification Submittal Package

A Certification Submittal Package shall include an SEI Certification Submittal form (*see Form 8.0: SEI Certification Submittal Form*), a Components & Materials Description Checklist form (*see Section 32B: General Components & Materials Description Checklist*) and, when applicable, a Label and User Guide Checklist (*see Section 32C: Label and User Guide Checklist*) for each product model, variant or accessory being submitted. Completion of the submittal package serves four primary purposes:

1. The submittal package provides SEI and the SEI Quality Assurance Auditor with a description of new, modified or products to be selected for annual certification.
2. The information provided by the manufacturer in the submittal package confirms to SEI the product design and components.
3. Receipt of the submittal package by the testing laboratory, from SEI, serves as the laboratory's authorization to begin testing the product(s) and allows laboratory personnel to verify that the correct product samples have been received.
4. The return of a signed copy of the submittal form from the testing laboratory provides SEI with a record of the date testing was completed on the product model.

Over the life of the product, subsequent submittal packages shall document that the product model submitted for certification testing is identical to samples **previously** tested, except where Class I model changes have been tested and documented through the submission of additional SEI submittal packages or documented Class II changes have been made. It is therefore necessary that each submittal to SEI include sufficient product description information, which is achieved by a complete components and materials listing to uniquely and unambiguously identify the product model in question (*see Section 14: Product Changes*).

SEI Certification Submittal Form

Each submittal must be identified on the submittal form as either (1) initial certification, (2) annual recertification, (3) Class I change, or (4) Class II change. Finished product manufacturing facilities (assembly) located at a different address (i.e. suppliers or company-owned factories) shall be identified

in Section 3 of the submittal form. The SEI Certification Submittal Form shall be signed by the authorized manufacturer representative within the participating company having the authority to authorize expenditures for testing.

Components & Materials Description List

The product description information may be (a) listed on the Component and Materials Description Checklist form, (b) provided as a separate listing by the manufacturer (i.e. Bill of Materials), or (c) appropriate engineering drawings/ specification sheets. Use of *Section 32B: General Components and Materials Description Checklist* form is recommended. The following information is to be included on each Components & Materials Description Checklist. Brief examples are provided for guidance.

A. Description of Major Components

All major components and materials (additionally for Less Lethal Aerosol Devices, all ingredients contained within the formulation, including the propellant) shall be identified and described. Where possible, include brand name and part number, supplier name and location.

B. Primary Materials

Materials used in the construction of major components shall be identified. Identification shall include trade names, if applicable. All changes shall be reported to SEI for evaluation and possible action.

C. Manufacturing Locations

All locations in which the product model is manufactured or assembled must be identified on the SEI Certification Submittal Form. If major components are manufactured by another company and purchased by the SEI participants, the name and address of the manufacturing facility and contact name shall be identified on the Components & Materials Description Checklist.

D. Specification Sheets or Technical Bills of Materials

Product specification sheets or technical bills of materials (BOM) may be included with the SEI Certification Submittal Form in addition to the Components & Materials description checklist to fulfill some or all other requirements noted above. In the case of annual recertification, the appropriate documents (i.e., submittal form and components and materials listing or BOM) shall be prepared prior to the sample selection audit and available to the auditor during the audit for reference and confirmation of product.

E. Confidentiality

All product information received by SEI staff, the SEI Quality Assurance Auditor, or the SEI testing laboratory shall be considered confidential and shall not be released to any third party without written authorization to do so (with the exceptions noted *Section 3: Manufacturer's Agreement* for response to a subpoena, court order or other compulsory process).

32.2 Law Enforcement Protective Equipment Program Codes

SEI Reference Program Code	Standard Description	Product Type	Standard
BSS	Standard on Public Safety Bomb Suit	Public Safety Bomb Suit Standard	NIJ 0117.01, NIJ 0117.00
LLA	Less Lethal Aerosol Devices Used by Law Enforcement	Less Lethal Aerosol Devices	ASTM E3187, ASTM E3215
RES	Criminal Justice Restraints	Protective Restraints	NIJ 1001

SEI utilizes SEI Reference Numbers internally to identify each SEI participant and their unique models and variants. The first set of two or three letters/numbers indicates which standard program code the model/variant is being certified against. The second set of three letters indicates the SEI participant's unique identification. The third set of numbers is assigned by SEI to identify each model (see definition below) being certified.

eg: BBH ABC 03

eg: BBH ABC V03

Where BBH identifies the standard program code

Where ABC identifies the unique participant identification

Where 03 identifies the model submitted for certification

Where V03 identifies the model as the third variant (V03) for this Participant Identification (ABC)

32.3 Definition of a “Model”

“Model” is the collective term used to identify a group of protective devices of the same basic design and components from a single applicant produced by the same manufacturing and quality assurance procedures that are covered by the same certification. Any characteristic that affects the device’s performance under the limits of the current certification standards constitutes a different model. For purposes of the SEI Certification Program, the above definition of the term “model” uses performance characteristics as the basic criteria.

32.4 Annual Certification Fees

Testing shall be performed annually. When an initial submittal package is submitted to SEI, the Annual Participation Fees (*See Section 7: Annual Participation Fees*) and Annual Model Certification Fees are due. The following is a schedule of annual model certification fees that apply to the Law Enforcement Protective Equipment Program:

Program Code	Model Type	Annual Model Certification Fees
BSS, LLA, RES	Base Model	\$1,030
	Variant Model	\$139
	Accessory Model	\$206

32.5 ASTM E3187 Less Lethal Aerosol Devices Used by Law Enforcement, Corrections, and Other Public Safety Officers

“Model” is the collective term used to identify a group of protective devices of the same basic design and components from a single applicant produced by the same manufacturing and quality assurance procedures that are covered by the same certification. Any characteristic that affects the device’s performance under the limits of the current certification standards constitutes a different model. For purposes of the SEI Certification Program, the above definition of the term “model” uses performance characteristics as the basic criteria.

A. Definition of Model

Characteristics that should affect the model’s ability to meet the performance requirements of the certification standard and therefore require a new model designation:

1. Cannister material composition, or design
2. Ingredients contained within the formulation, including the propellant.

B. Examples of Major Components

1. Cannister materials – include all components
2. Spray Pattern
3. Propellant
4. Formulation
5. Active Ingredients

C. Laboratory Testing Fees/ Attributes & Variables

SEI currently has approved one (1) laboratory that may conduct testing to this standard. The schedule of rates for testing at these laboratories can be found on the SEI website and can be used to estimate the total cost of testing for all the models that are to be certified.

32.6 NIJ 0117.00, NIJ 0117.01 Public Safety Bomb Suit Standard

“Model” is the collective term used to identify a group of protective devices of the same basic design and components from a single applicant produced by the same manufacturing and quality assurance procedures that are covered by the same certification. Any characteristic that affects the device’s performance under the limits of the current certification standards constitutes a different model. For purposes of the SEI Certification Program, the above definition of the term “model” uses performance characteristics as the basic criteria.

A. Definition of Model

Characteristics that should affect the model’s ability to meet the performance requirements of the certification standard and therefore require a new model designation:

1. Primary suit material composition, thickness or design including:
 - a. Garment material
 - b. Helmet/Visor material
2. Suit closure type, design and orientation
3. Addition of external components including;
4. Any component which affects the integrity of the protective suit.

Characteristics that should not affect the model's ability to meet the performance requirements of the certification standard and therefore would not require a new model designation:

1. Color (unless pigmenting affects material composition)
2. Size
3. Internal components which do not affect the integrity of the protective suit.

B. Examples of Major Components

6. Garment materials – include all layers
7. Helmet materials – include all layers
8. Closures
9. Seam types
10. Threads
11. Over-cover
12. Boot material

C. Laboratory Testing Fees/ Attributes & Variables

SEI currently has approved one (1) laboratory that may conduct testing to this standard. The schedule of rates for testing at these laboratories can be found on the SEI website and can be used to estimate the total cost of testing for all the models that are to be certified.

32.7 NIJ 1001.00 Criminal Justice Restraints Standard

“Model” is the collective term used to identify a group of protective devices of the same basic design and components from a single applicant produced by the same manufacturing and quality assurance procedures that are covered by the same certification. Any characteristic that affects the device's performance under the limits of the current certification standards constitutes a different model. For purposes of the SEI Certification Program, the above definition of the term “model” uses performance characteristics as the basic criteria.

A. Definition of Model

Characteristics that should affect the model's ability to meet the performance requirements of the certification standard and therefore require a new model designation:

1. Primary material composition, thickness or design including:
 - i. Restraint materials
 - ii. Restraint design
 - iii. Color (where pigmenting affects material composition)

Characteristics that should not affect the model's ability to meet the performance requirements of the certification standard and therefore would not require a new model designation:

1. Color (unless pigmenting affects material composition)
2. Size
3. Internal components which do not affect the integrity of the protective suit.

B. Examples of Major Components

1. Metallic components
2. Non-metallic components
3. Locking mechanisms

C. Laboratory Testing Fees/ Attributes & Variables

SEI currently has approved one (1) laboratory that may conduct testing to this standard. The schedule of rates for testing at these laboratories can be found on the SEI website and can be used to estimate the total cost of testing for all the models that are to be certified.

32.8 NIJ Specific Program Requirements

Criminal Justice Restraints Program

Per the January 2017 NIJ published *Minimum Scheme Requirements to Certify Criminal Justice Restraints Described in NIJ Standard 1001.00*, SEI shall comply with all requirements in this document. This document includes provisions for NIJ to file urgent complaints with a certification body regarding products it certifies to protect criminal justice end users of restraints products, such as police officers and correctional officers, if NIJ believes that a hazardous condition exists.

SEI participants in the certification program for NIJ Restraints are advised that SEI and its accreditation body, as required, shall provide NIJ requested information as outlined below.

1. NIJ may request information from the certification body.
2. NIJ may request in writing directly from the certification body a list of all actions taken against specified current or previously certified products, such as termination, reduction, suspension, or withdrawal of certification.
3. If requested to do so, the certification body shall provide in writing the information requested by NIJ in 4.3.1 within five (5) working days.
4. NIJ may bring urgent complaints to the certification body.
5. NIJ may bring urgent complaints regarding certified products, or products believed to be certified, directly to the certification body if NIJ believes that a hazardous condition exists.
6. The certification body shall provide an expedited response in writing to NIJ within five (5) working days, articulating how it plans to proceed with the urgent complaint, including actions it may take to determine the validity of the complaint and an estimated timeline to determine the validity of the complaint.
7. NIJ may request information from accreditation bodies.
8. NIJ may request in writing directly from an accreditation body a list of all actions taken against a conformity assessment body that it accredits in the certification scheme, such as termination, reduction, suspension, or withdrawal of certification.
9. If requested to do so, the accreditation body shall provide in writing the information NIJ requested in 4.5.1 within five (5) working days.

Public Safety Bomb Suits Program

Per the March 2012 NIJ published *Public Safety Bomb Suit Certification Program Requirements NIJ CR-0117.00*, SEI shall comply with all requirements in this document. This document includes provisions for NIJ to file urgent complaints with a certification body regarding products it certifies to protect criminal justice end users of bomb suit products, such as police officers and correctional officers, if NIJ believes that a hazardous condition exists.

Participants in the certification program for NIJ Public Safety Bomb Suits are required to promptly provide supplier records (see Sections 10.2 and 10.3 of NIJ CR-0117.00) to NIJ upon request. Additionally, SEI participants in the certification program for NIJ Public Safety Bomb Suits are advised that SEI shall provide NIJ requested information as outlined below.

1. Upon request from NIJ, information gained in the course of the certification body's activities relating to the supplier or a particular product or model.
2. Upon request from NIJ, any information pertaining to the compliance of any product or model or pertaining to the certification body's accreditation.
3. The certification body shall promptly notify NIJ of any product recall notices it receives under Section 10.2 of NIJ CR-0117.00.
4. The certification body shall promptly notify NIJ of reports of safety issues as described in Section 11 of NIJ CR-0117.00.