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**1 Introduction**

Adhesive bonding is a special process. This means that the adhesive bonding activities must be harmonised in order to ensure effective planning and production and to guarantee the reliable functioning of the end products.

This technical code specifies the responsibilities and tasks, including the coordination of the adhesive bonding work.

**2 Area of application**

This technical code applies to all users (namely persons and organisations) who perform adhesive bonding work. These users are also users in accordance with the DVS 3310 technical code.

**3 Definitions****3.1 Specifications**

Specifications are stipulations of relevance to application and quality such as adhesive data sheets, work instructions, standards, guidelines, technical codes, technical bulletins and other specific documents.

**3.2 Users**

Users are people or organisations that carry out adhesive bonding work.

**3.3 Appointments**

This refers to the written appointment of people for certain activities, giving them specific authorities and responsibilities. In terms of this technical code, this refers to the written appointment of supervisors of adhesive bonding work.

**4 Organisation, appointments and tasks****4.1 Organisation**

The user is responsible for the supervision of the adhesive bonding work. This supervision can be carried out by one or several persons. The user must always appoint at least one supervisor of adhesive bonding work. The appointment must be made by a manager or authorised person. If several people are appointed as supervisors of adhesive bonding work (SABs), the company can appoint one supervisor as the supervisor in charge of adhesive bonding work (SICAB). The company must also appoint deputy supervisors. If no equally qualified/authorised deputy is appointed for a supervisor of adhesive bonding work, the supervisor in charge of adhesive bonding work, it must be ensured that no decisions about the adhesive bonding work are taken in the absence of the relevant adhesive bonding supervisor.

The supervisors of the adhesive bonding work must be people who possess the relevant training, experience, skills and positions in the company to take on the responsibilities and tasks as outlined in the technical code and the DVS 3310 technical code.

The supervision of the adhesive bonding work may be subcontracted. However, the user is still responsible for performing the relevant adhesive bonding tasks correctly.

External persons may also be appointed as supervisors of adhesive bonding work. This must be laid down in a contract. If the external person is not self-employed, his or her employer must give consent. An external supervisor of adhesive bonding work must adequately document his/her activities at the company.

**4.2 Appointments**

The user must ensure that the SABs that are appointed are given the authority to carry out all the measures described in this technical code. The appointments must be made in writing (see Appendix A for a specimen appointment). The authorities, tasks, responsibilities and deputy arrangements must be adequately described in this appointment document.

**4.3 Tasks**

The areas of responsibility and tasks of the SABs must be adequately specified and documented. If there are several SABs, the responsibilities and tasks of each person must be precisely specified. This can be described in the form of a task matrix, as shown in Appendix B.

Appendix C can be used as an aid for specifying the various tasks or activities of the SABs. The relevant points can be selected there or more specific details can be given. On a case-by-case basis, supplementary points can be given to outline other points of relevance to the adhesive bonding work.

This publication has been drawn up by a group of experienced specialists working in an honorary capacity and its consideration as an important source of information is recommended. The user should always check to what extent the contents are applicable to his particular case and whether the version on hand is still valid. No liability can be accepted by the Deutscher Verband für Schweißen und verwandte Verfahren e.V., and those participating in the drawing up of the document.

DVS, Technical Committee, Working Group "Adhesive Bonding Technology"

Each individual activity can be linked to tasks such as:

- Planning and description
- Coordination
- Monitoring
- Testing and approval.

### 5 Qualifications

The supervisors of adhesive bonding work must be qualified to undertake all the assigned tasks. They must demonstrate that they have the following knowledge:

- General knowledge of adhesive bonding technology, for example according to the DVS®-EWF 3305 guideline "European Adhesive Bonder (EAB)".
- Specific knowledge about adhesive bonding technology, of relevance to the assigned tasks. This can have been acquired through a combination of education, training and experience. For example, qualifications according to the DVS®-EWF 3301 guideline "European Adhesive Specialist (EAS)" and the DVS®-EWF 3309 guideline "European Adhesive Engineer (EAE)" are considered suitable.

The supervisors of adhesive bonding work must demonstrate that they are continuously furthering their education in the area of adhesive bonding technology. This further education must take place outside the user company.

The required qualifications of supervisors of adhesive bonding work depend on the quality requirements on the bonded joints manufactured by the user and are specified in the DVS 3310 technical code.

### 6 Guidelines and technical codes

Guideline DVS®-EWF 3301	European Adhesive Specialist (EAS)
Guideline DVS®-EWF 3305	European Adhesive Bonder (EAB)
Guideline DVS®-EWF 3309	European Adhesive Engineer (EAE)
Technical code DVS 3310	Quality requirements in adhesive bonding technology

