

Application for type examination of a measuring instrument Guidelines for preparing application file

Gaz volume meter

To apply for type examination, you must send the following to LNE:

- q type examination application form 720 CIM 0701, completed and signed
- q all the information and technical documentation specified below. ^{(1) (9)}

I | General presentation of application

- q details of the company ⁽²⁾
- q the reason(s) for the application for type examination (innovation, economic stake, etc.)
- q the place of production, if different from the registered office
- q the manufacturer's details and activities, if the applicant is not the manufacturer
- q *If the applicant is not the manufacturer:* a letter (original document) from the manufacturer designating the applicant as the authorized representative of the product concerned, and declaring that he understands that the instruments subsequently produced must comply with the type certified in France
- q the place where the instruments will be subject to prior examination (first stage of initial verification)
- q a declaration of conformity confirming that the instrument meets the requirements of the European Directive on electromagnetic compatibility (89/336/EEC), or a declaration that conformity will be verified at the same time as the type examination ⁽³⁾
- q the specifications to be taken into account for the type examination (French regulations)
- q *if the instrument has been certified in another EU member country and the applicant wishes the tests to be recognized:* a copy of the certificate and corresponding test report ⁽⁵⁾
- q *if the company that had the tests performed in another EU country is not the applicant:* a written declaration by this company authorizing the applicant to use the test results supplied.

II | Instrument data sheet

The main characteristics of the instrument must be specified on the data sheet:

- q type designation
- q technology used
- q volume indication scale interval
- q printing scale interval (if required)
- q type of power supply (mains and/or battery)
- q operating temperature range
- q nature of the gas(es) measured
- q temperature range of the gas(es) measured
- q maximum metering pulse output frequency in measurement conditions
- q operating flowrates
- q available diameters
- q maximum operating pressure
- q minimum operating pressure.

III | Technical documents

- q number and type of input/output cables, type of signal transmitted, nature of information transmitted
- q drawings and diagrams of each electronic cards accompanied by the nomenclature of the components
- q specification sheets for each of the component parts (power supply, microprocessor, memories, etc.)
- q designation and a technical description of the printer, if required
- q description of the software architecture (see *Software guidelines*)⁽⁴⁾
- q software reference data (version, checksum if required)
- q flow chart of the measurement process indicating the different control functions
- q descriptive sheet (document included in published certificate)⁽⁸⁾

IV | Marking and sealing

- q a draft sealing plan for the instrument
- q a draft data plate for the instrument⁽⁶⁾
- q a diagram indicating the position of the various regulation markings (data plate and verification marks).

V | Instrument instruction manual

The instruction manual must be in English or French.

VI | Documents to be annexed to the type examination certificate

Where possible, the following documents should be supplied in the initial file:

- q a descriptive sheet
- q a sealing plan indicating the position of the verification marks
- q a drawing of the data plate⁽⁶⁾
- q a colour photograph of the instrument.

Notes

1. The technical documents in the file shall give a detailed description of the instrument. The description must be written in English or French and must include the instructions, scale drawings, diagrams and photographs required to understand the instrument's operation. Scale drawings with information in a language other than English or French will be accepted providing they are easily understandable and are not intended to be annexed to the type examination certificate.
2. Documents providing details of your company are required only if you apply to LNE for type examination for the first time.
3. *Electromagnetic susceptibility*: the severity levels, testing procedures and acceptance criteria to be applied are those specified for type examination.
4. *If the instrument includes a software application*: please provide the documents listed in LNE's *Software* guidelines, in addition to the documents listed in these guidelines.
5. If tests have already been performed by a legal metrology body in another EU member country, copies of test reports may be added to the application file to facilitate examination of the file. However, these reports must be subsequently sent to LNE directly by the issuing body or supplied by the applicant in the form of certified copies (stamped by the issuing body) in order to guarantee conformity with the original documents.
6. If some of the information normally required on the data plate appears on the indicating device, it need not appear on the data plate. The position of this information must be indicated in the type examination certificate. However, the following information must appear on the data plate:
 - § name and address of the manufacturer (or his representative in France)
 - § designation of instrument type
 - § serial number
 - § type examination certificate number and date.
7. Documents intended to be annexed to the type examination certificate may be supplied as computer files in Word or a compatible format. They must contain information in English or French only, and must have no header, footer or title.
8. The descriptive sheet to be annexed to the type examination certificate may be based on existing certificates. You will find type examination certificates (model approval decisions) of measuring instruments, together with their annexes, on the website of the French government's Metrology Department: www.industrie.gouv.fr
Type examination certificates are also posted on the LNE website: www.lne.fr
(The LNE website has a link to the French government's Metrology Department website.)
9. You may be asked for additional documents during the examination of the application file.