

## **APPLICATION FOR A CB SCHEME CERTIFICATION** **(to be signed)**

Would you have any question, please contact us at [info@lne.fr](mailto:info@lne.fr)

### References:

- IEC CA 01 - IEC Conformity Assessment Systems –Basic Rules
- IECEE 01 – S - IECEE Supplement to Harmonized Basic Rules IEC CA 01
- IECEE 02, IECEE 02-1, IECEE 02-2, IECEE 02-3 – Scheme of the IECEE for Mutual Recognition of Test Certificates for Electrotechnical Equipment and Components (CB Scheme)
- IECEE Operational Documents (ODs)

### Information to the applicant:

1<sup>st</sup> part: What is the CB Scheme?

2<sup>nd</sup> part: What are the requirements for a CB scheme certification?

3<sup>rd</sup> part: What is the process to obtain a CB certification?

4<sup>th</sup> part: What is the recognition process for an existing CB scheme certificate?

5<sup>th</sup> part: Which are the involved bodies?

6<sup>th</sup> part: What are the related conditions to the quotation?

## **1. WHAT IS THE CB SCHEME ?**

### **1.1 INTEREST**

IECEE (IEC System of Conformity Assessment Schemes for Electrotechnical Equipment and Components) operates CB Scheme. CB Scheme is based upon the use of CB Certificates that provide evidence of compliance of the corresponding products with the requirements of the relevant IEC standards. This compliance is assessed through tests related to the aforementioned IEC standards.

CB Certificates are intended to facilitate international trade. Indeed, this certification scheme offers the potential of one test (based on IEC International Standards) and one certification to obtain one or more national certification.

This document is based on the IECEE 02 (IECEE Rules of Procedure - CB Scheme) and the certification rules of LNE. Its aim is to give information about the conditions of obtaining a CB Certificate from LNE.

The IECEE website contains much information on the CB Scheme and its members:

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

### **1.2 SCOPE**

The complete and regularly updated list of standards (with their edition numbers and amendments), for which the LNE is authorized to issue CB Certificates, is available on the IECEE website through the following link:

[https://www.iecee.org/dyn/www/f?p=106:9:13875916296148:::FSP\\_ORG\\_ID:13641](https://www.iecee.org/dyn/www/f?p=106:9:13875916296148:::FSP_ORG_ID:13641)

## **2. WHAT ARE THE REQUIREMENTS FOR A CB SCHEME CERTIFICATION?**

### **2.1 REQUIREMENTS APPLICABLE TO THE APPLICANT**

- 1) The applicant may be a manufacturer or a representative acting on behalf of a manufacturer. In this latter case, evidence of the responsibilities of the representative (i.e. to act as the manufacturer) has to be provided.  
The applicant will be the holder of the CB Certificate.
- 2) The applicant commits to :
  - Fulfil the certification requirements mentioned in this document including implementing appropriate when they are communicated by the certification body
  - Make all necessary arrangements for the conduct of the evaluation including provision for examining documentation and access to the relevant equipment
  - Communicate only information whose fairness has been ensured by the applicant
  - Communicate about the certification in concordance with the certificates issued by LNE
  - Do not use its product certification in such a manner as to bring the certification body into disrepute and do not make any statement regarding its product certification that the certification body may consider misleading or unauthorized
  - Fully reproduce the certificates content upon provision of copies
  - Upon suspension, withdrawal, or termination of certification, discontinue its use of all advertising matter that contains any reference thereto
  - Inform LNE of any modification being able to have an impact on the validity of the certification (technical and/or administrative modification)

- Keep a record of all complaints made known to it relating to compliance with certification requirement and to make these records available to the certification body when requested and
  - to take appropriate action with respect to such complaints and any deficiencies found in products that affect compliance with the requirements for certification
  - to document the actions taken

## 2.2 REQUIREMENTS APPLICABLE TO LNE

LNE commits to ensure confidentiality of the application, the tests results and all information provided for the CB scheme certification.

LNE commits to inform the applicant about all decision / modification related to this contractual document.

## 3. WHAT IS THE PROCESS TO OBTAIN A CB SCHEME CERTIFICATION?

### 3.1 APPLICATION FILE

Any manufacturer wishing to obtain a CB scheme certification for one of its product shall first carefully read this information note. More information about the CB Scheme can be found on the IECCE website ([www.iecee.org](http://www.iecee.org)).

The technical questionnaire is the official request of the applicant and shall contain at least:

- name and address of the applicant,
- name and address of the manufacturer (if different from the applicant),
- names and addresses of the factories where the product is manufactured (if several facilities are involved, the manufacturer has to demonstrate the equivalence between the products),
- the mark, trademarks or other markings by which the applicant, the manufacturer (if relevant), and the factory can be unambiguously identified by the LNE,
- the type, designation and markings by which the product can be unambiguously identified by the LNE,
- the relevant standards if they are known by the applicant,
- the list of the targeted countries to sell the submitted product.

The technical documents related to the assessed product must be provided by the applicant in English, or in French if they are not available in English.

#### Documents to provide:

- the technical drawings of the device to assess,
- the synoptic drawing of the different parts of the device,
- user's manual of the products.

Additional documents like the conformity certificates of the components could be requested to undertake the conformity assessment.

Upon receipt of the CB certification application and all the required elements, LNE:

- sends the related quotation form to the applicant,
- plans the tests of the related device.

The tests results and any information related to a CB scheme certification remain confidential by the LNE.

The purchase order corresponding to the quotation issued by the LNE is required before beginning the evaluation process.

The approbation of the quotation form by the applicant means its agreement on the test program, the proposed standards and national specificities, related to its application for a CB scheme certification.

### **3.2 REALIZATION OF THE TESTS AND EVALUATION BY THE CBTL (CERTIFICATION BODY TESTING LABORATORY)**

The tests of conformity to the applicable standards are performed by the LNE's testing laboratories (CBTL) on the products provided by the manufacturer. Some tests can be subcontracted in accordance with IECEE operational documents. The CBTL inform the applicant.

The assessed product shall fulfil the characteristics described in the technical description provided in the application file.

The corresponding CB Test Report is written once all the tests and the related assessments pass. In case of tests performed at the manufacturer's premises, the CTF specific procedure (Customer Testing Facilities) applies.

Modifications of the product during the certification process without a written agreement from LNE can cause the certification process to be void.

Modifications of the product to fix non-conformities depicted by LNE shall be documented by the applicant. The related additional documents shall be provided to LNE.

### **3.3 ISSUING THE CB CERTIFICATE BY THE NCB (NATIONAL CERTIFICATION BODY)**

Upon receipt of the CB test report, the NCB examines and check its conformity to issue the final version of the CB test report and the corresponding CB Certificate.

### **3.4 EVOLUTION OF AN EXISTING CB CERTIFICATE**

#### **1<sup>st</sup> case: Issuing a new CB Certificate**

In case of new edition of the applicable standard or an amendment of the applicable standard, a new CB Certificate is necessary/mandatory when requested by the applicant.

#### **2<sup>nd</sup> case: Modification of a CB Certificate for administrative reasons**

If names (company, trademark, product designation, etc.) or address have changed, the CB Certificate must be changed when requested by the applicant. Then the CB Certificate shall be re-issued with the same reference number and a new revision suffix.

#### **3<sup>rd</sup> case: Technical modifications of the product**

Upon modifications on the product, the CB Certificate shall be re-issued with the same reference number and a new revision suffix.

The number of modifications of a CB Certificate for technical changes is limited to 3. After, a new CB Certificate shall be issued.

If the applicant wishes an update of a CB Certificate due to any change related to the items provided in the application, he must send a complementary request with the required changes and all the modifications of the product. An additional quotation form will be sent to the applicant.

### **3.5 CANCELLATION CB CERTIFICATE**

A CB Certificate may be cancelled:

- if the certificate is misused,
- if the certificate has been issued by mistake,
- if the equipment no longer corresponds to the samples mentioned in the attached test reports,
- at applicant's request.

## **4. WHAT IS THE RECOGNITION PROCESS FOR AN EXISTING CB SCHEME CERTIFICATE?**

Recognition of CB certificates can be made by LNE for NF mark or EC type examination application (within LNE certification scope). The applicant shall provide a copy of the related CB certificates and the attached CB tests reports. Additional tests reports could be required for national requirements.

- LNE can ask for samples if necessary
- The applicant shall follow NF mark or EC type examination process. The applicant commits to follow any additional disposal if necessary.
- LNE proceeds to the examination of the CB certificates, the attached tests reports and the potential samples if necessary for recognizing the CB certificates
- LNE informs the applicant about the feasibility of the recognition process within a 15 days objective period
- Additional tests can be requested if the results of the tests reports do not comply with national or European specific requirements
- LNE can contest a CB certificate if its issuance is effective for more than 3 years. Moreover, the recognition of a CB certificate is not feasible if the related standard is not use anymore.
- Pictures, technical documents and any information related to the certification process remain confidential by the LNE.

## **5. WICH ARE THE INVOLVED BODIES?**

### **5.1 CERTIFICATION ACTIVITIES (NCB : NATIONAL CERTIFICATION BODY)**

#### **LABORATOIRE NATIONAL DE METROLOGIE ET D'ESSAIS (LNE)**

1, rue Gaston Boissier  
75724 PARIS CEDEX 15  
Tel. +33 1 40 43 37 00

### **5.2 TESTING ACTIVITIES (CBTL: CB TESTING LABORATORY)**

LNE as NCB entrusts the tests and assessments from the laboratory mentioned next:

#### **LABORATOIRE NATIONAL DE METROLOGIE ET D'ESSAIS (LNE)**

29, avenue Roger Hennequin  
78197 TRAPPES Cedex  
Tel. +33 1 30 69 10 00

## **6. RELATED CONDITIONS TO THE QUOTATION**

Fees for the services required for obtaining a CB certificate are revised annually.



A quotation is established following the information given by the applicant (technical questionnaire and related documentation).

The quotation is divided into 2 parts:

- One quotation corresponding to the conformity tests to a standard(s) and the related test and assessment report(s), the amount will be adjusted according to each request.
- One quotation corresponding to the review of the test and assessment report(s), the issuance of the final test and assessment report(s) and of the CB Certificate(s).

An applicant in a country with no Member Body of the IECEE, and an applicant acting on behalf of a manufacturer in such a country shall pay a contribution to the costs of the IECEE as a extra charge for each CB Certificate issued. The amount of this extra charge is decided by the IECEE and given in Swiss francs (CHF). This extra charge is collected by LNE and given to the IECEE.

The LNE fees are given in Euros, excl. VAT.

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I the undersigned, applicant's representative, assures to have read this document carefully, to agree with all the elements and commits to respect all the disposals in order to get the CB scheme certification of the related product(s).

Company (name, address):

Name of the applicant's representative / and function:

Date:

Seal and signature of the applicant's representative:

*\* These disposals apply for each product to be certified within the CB scheme scope of LNE*