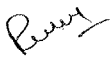


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		ISSUE NO	02
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INFORMATION BROCHURE **OF** **CONFORMITY CERTIFICATION SERVICES** **Batch Approval Certification Scheme (Type 1b)**

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0.1 Approval and Issue

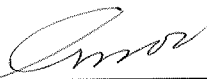
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Prepared and Reviewed by:



Head (Quality)

Approved by:



Chief Executive Officer/ Head (Technical)

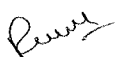
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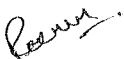
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0.3 Amendment Record

Revision No.	Date of Revision	Nature of Revision	Page Ref	Remarks
Issue 01, Rev. 00	23.06.2015	Nil	All	
Issue 01, Rev. 01	21.03.2017	Clause 0.2 (Distribution List) shifted from page no. 3 to page no.2	2 & 3	
Issue 02	08.07.2026	Change in nomenclature	All	The term" General Manager" has been changed to "Head"

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INFORMATION BROCHURE

Batch Certification Scheme: Batch Certification Scheme/Product labelling scheme involves the certification of a whole batch of products. Batch Certification Scheme grants certification that provides right to use certificate or mark of CIPL on the product items covered in a batch that has been inspected in accordance with a national or international standard.

The Client is permitted to affix labels bearing the Certification Mark of CIPL on the products in the certified batch and to sell / supply such products to customers or in the open market.

Batch certification is valid only for the items included in the batch to be supplied/ consumed within an agreed period post certification.

How the scheme operates:

The Batch Certification Scheme corresponds to Type 1b depicted in ISO 17067:2013 and the process involves the following steps:

- Application by the Applicant defining the certification scope needed, the related standard, the type, grade, class of the products, and the quantity required to be certified
- Application Review by CIPL
- Inspection of the Batch for full conformance with standard, on lot sampling basis, at site that may include witness testing in laboratories
- Testing of sample(s) in Accredited laboratory, if required
- Review of Inspection Reports against requirements of Standard
- Communication of Non-conformance, if applicable. Resubmission of batch by applicant
- Review and Decision
- Issue of Labels, with Certificate of Conformity

Who can apply:

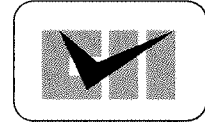
As this scheme is based on batch approval basis, and does not include process verification, the client could be any of Manufacturers, Brand owner, Trader, Importer, Exporter, Purchaser, having ownership of the material. The Client should be a legal entity, who would be required to execute the Certification Agreement, and shall be responsible for all legal obligations related to certification.

Certification Scope:

Batch Certification can be granted for any of the following Scopes:

- Safety Standards
- Residual of Hazardous Substances
- Environmental performance Standards
- Energy performance Standards
- Performance standards
- Any other Specific requirement covering combination of any of these.

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Technical Areas presently covered:

- Electrical Engineering
- Electronic
- Information Technology, Office Machine
- Telecommunication, Audio & Video Engineering
- Personal Protection Equipment
- Mechanical systems and Components for general use
- Chemical Technology
- Biomedical Equipment
- Construction material and building
- Light and luminaries & Image Technology

Applicable Standards:

Batch Certification shall be granted for conformance to Standards published by International Standards organizations such as ISO, IEC, ITU, National standards Bodies such as ANSI, BSI, Accredited SDOs such as ASTM, VDE, Regulatory standards, Private standards (issued by bodies complying with code of good practices for standardization).

Submission of Batch/ Lot information:

The Applicant is required to submit specific information for the Batch/ Lot to be certified such as:

- Type/Grade/Class/Size/supply condition
 - Declared characteristics required or allowed by the standard
 - Quantity to be certified
 - Material condition
 - Type of packaging
 - Any Pre tests carried out
 - Location of Material
 - Batch /Lot No.
 - Date of Manufacture
 - Expiry date (for perishable product)
 - Manufacturing route
 - The existing information being applied on the product
- (These are typical requirements and may vary from project to project)

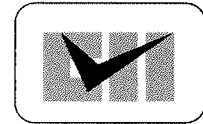
How the Certification will be carried out:

Batch certification shall be based on evaluating conformity of the batch / lot applying the sampling methods given in the related product standard. Where no sampling methods are given, a default sampling scheme, Level II, Single attributes sampling plan with AQL 1.0 shall be applied. The AQL shall be higher for high risk products, and will be declared in advance.

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Lot inspections shall be carried out in the following sequence:

- a) Physical verification of material at site in relation to declared quantity, type, grade, class, condition
- b) Physical verification of material at site in relation to storage conditions
- c) Physical verification of material for visual and workmanship related requirements
- d) Identification and selection of samples from the lot as per sampling scheme
- e) Preparation of samples, where required using client's facilities or organized by him
- f) Verification of equipment / test layout for suitability, calibration control and traceability



- g) Testing of material samples for all functional / physical properties of the material
- h) Drawing samples of material for analytical testing, if required
- i) Preparation of Batch inspection Report

Conditions for Suspension/ Cancellation/ Reduction in Scope/ Withdrawal of the Certification:

Suspension:

A Certification may be suspended if it has been established that:

- a) The Client has failed to take suitable improvement actions within 30 days, after CIPL has served show cause notice following failure of product is observed during surveillance operations.
- b) The Client has failed to take suitable improvement actions within 30 days, after CIPL has served show cause notice following failure in respect of deficiencies observed in Client's quality control system, or non-adherence to the provisions of QAP, during factory surveillance operations.
- c) In case, a repeat failure is observed in respect of a requirement for which the Client has already taken corrective action, CIPL shall suspend the certification without any show cause notice.
- d) The Client has used the mark in respect of a type or grade, or brand which is not covered in the Certification, as observed during factory or market surveillance operations. CIPL reserves the right to issue suspension directly or issue a show cause notice depending on the facts of the case.
- e) The Client has failed to submit proper justification within 7 days, after CIPL has served show cause notice following a factory surveillance inspection where the Client has failed to provide reasonable facilities for completing the factory surveillance.
- f) The Client has failed to comply with any other conditions of the Certification, within 30 days of show cause notice period.

Removal of suspension:

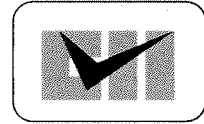
- a) In cases of product non-conformance, suspension shall be removed after CIPL has agreed to the proposed corrective actions, verified the same during factory surveillance, and the product sample is found conforming during repeat testing in accredited laboratory.
- b) In cases of other deficiencies observed during factory surveillance, suspension shall be removed after CIPL has agreed to the proposed corrective actions, and verified the same during factory surveillance.
- c) In cases involving marking of variety which is not covered in the certification, decision for revocation will be taken after CIPL is satisfied that the violation was due to bonafide reasons or genuine error, based on the submission of details by the Client. Where the violation is determined to be willful, the procedure for cancellation of certification, prosecution shall be initiated.
- d) In cases involving not providing facilities for inspection, or failed to comply with any other conditions of the Certification, decision for revocation will be taken after CIPL is satisfied that it was due to bonafide reasons based on the submission of details by the Client. Where the reasons are determined to be willful, the procedure for cancellation of certification shall be initiated.

Cancellation of Certification:

Certification shall be cancelled if the following conditions apply:

- a) In cases involving product non-conformance or deficiencies observed during surveillance, if the Client does not take action to rectify the deficiencies that led to the suspension, the Certification shall be cancelled after a period of six months from the date of suspension. A show cause notice for a period of 30 days shall be issued to the Client before deciding on the cancellation of certification.

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- b) In cases involving marking of variety which is not covered in the certification, which is determined to be willful, the certification shall be cancelled without any further notice to the Client, in case the notice for suspension was given earlier. In case notice was not served before suspension, a show cause notice for a period of 15 days shall be issued to the Client before deciding on the cancellation of certification.
- c) In cases involving not providing facilities for inspection, or failed to comply with any other conditions of the Certification, if the Client does not take action to rectify the deficiencies that led to the suspension, the Certification shall be cancelled after a period of 30 days from the date of suspension.
- d) CIPL reserves the right to cancel a certification in case a certified product is found to be failing in a critical requirement affecting public health and safety without invoking the show cause / suspension process.
- e) If more than two suspensions for the same or similar deficiencies occur within a period of two years.

Reduction in scope of certification:

- a) CIPL reserves the right to reduce the scope of the certification, in case it is found that specific varieties of the product covered under the certification are not conforming to the Standard and the reasons for the non-conformance do not affect the conformance of the other varieties.
- b) On request by the Client.
- c) When certain varieties are removed from the scope of the Standard following revisions or amendments.

Withdrawal of certification:

- a) On request by the Client.
- b) When a requirements standard such as the Standard is withdrawn by the Standards body, or reduced in scope, or merged with other standards and CIPL takes a policy decision to withdraw certifications having such varieties in the scope.
- c) following revisions or amendments.

Obligation to the Clients:

An applicant holding a valid Certificate of Registration shall:

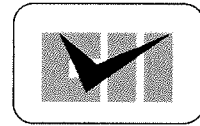
- a) Not to use the Certificate of Registration or logo/mark in any manner which may mislead the interpretation;
- b) Not make any change to the System/Product which formed the basis for grant or continuation of registration and which prevents compliance with the System/Product standards;

Note: The applicant is not entitled to any refund of fees paid or cost incurred in the event of non-renewal, suspension, withdrawal/cancellation, modification of Certification of Registration.

Issue of Certificate and Label:

The client is issued a Certificate of Conformity, for the scope of goods covered in the certification along with labels bearing certification mark for fixing on the product. These labels also bearing certification nos. and a restriction of the period for which the certification shall remain valid. This information can be provided in supplements to the Certificate. The Client is also issued the exact number of labels bearing CIPL Certification Mark for affixing on the product and stickers bearing the Certification number. The client shall be advised the manner in which the labels are to be applied.

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The customer is informed the manner in which he is authorized to use the statement of conformity given in the certificate, through a document issued along with the Certificate, highlighting the following:

- Certification will be Invalid if any changes are made to the inspected product by the client
- Validity of Certification. This will be dependent on the nature of product and the estimated effect of time on product conformance and in no case will exceed 3 years from the date of manufacture.
- The Mark (Label and Bar code) of CIPL shall not be used on any other product, than those inspected and found conforming.
- The Client can claim certification of the products for supplying to any customer or in the market place, and where applicable to demonstrate compliance to regulations.
- Client shall not issue any misleading statement in respect of the type of certification and the scope.

A copy of the Type Test Report is also issued to the Client. The Certificate is listed in the Certified Clients Register.

Appeals and Complaints:

Appeals: Client shall appeal to CIPL in respect of the following,

- 1) Non acceptance of client's application for certification and inspection
- 2) Not granting, suspending, withdrawing or denying of certification

CIPL shall deal with the appeals according to its procedure and shall be responsible for all decisions at all levels of the appeal handling process as per CIPL procedure (CII/EP 08). CIPL shall acknowledge the receipt of the appeal and shall provide the client with progress reports and the outcome.

Complaints: CIPL shall investigate the complaint received about the client to decide what action need to be taken and the same shall be communicated to the client at an appropriate time as per CIPL procedure (CII/EP 08). The identity of the complainant shall not be disclosed.

Liability

The liability analysis is elaborated in CII/F 24.

Fee Structure of CIPL:

The Fees for application is as follows:

Application fee for Batch certification scheme
Testing Charges (on actuals)

: General information is detailed in CII/F 10.
: As per the test lab charges.

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