ATEX certification regulation

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PREVIOUS:	11 Sep 2019	documentation related to non-UE manufacturers, requirements for test equipment used for testing	carta	deluca
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DOCUMENT DISTRIBUTION LIST

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ACCORDING TO THE STANDARD EN ISO/IEC 17065:2012 and DIRECTIVE 2014/34/EU-ATEX

0.1 Abbreviations list
AR = Albarubens Certification Body
Ex = from french *Explosible*, commonly used abbreviations to indicate the whole explosive atmosphere field
IEC = International Electrotecnical Commission, who writes and issue technical standards, nationally adopted after CEI recognition
CEI = Comitato elettrotecnico Italiano (Electrotechical Italian Committee)
"ATEX DIRECTIVE RECAST" or simply "Directive"= European Directive (2014/34/EU)
Guidelines = "ATEX Guidelines", issued by European Commission, with edita dalla Commissione Europea, with European Atex directive application criteria
Client = Manufacturer (or his Representative) as defined in the European Atex directive

PART 1: SCOPE

The following regulation states the procedure according to which the Notified Body Albarubens issues conformity certificates related to equipments and protection systems meant to be installed in potentially explosive atmospheres and exercises the related activities of surveillance.
It applies to the following products:
a) equipments: machines, materials, mobile or fixed devices, control units, instruments, detection and prevention systems meant which, alone or combined, are addressed to production, transportation, deposit, measurement, control and conversion of energy and transformation of material that, because of their potential ignition source, risk to provoke an explosion
b) protection systems: devices other than the components listes above, whose aim is blocking the arising of an explosion and/or limiting the involved area . They are placed on the market separately with autonomous functions.
c) components: parts which are essential to the safe functioning of equipments and protection systems but with no autonomous function.

The choice of the certification process suitable for its type of product is up to the client.

1.1 EU-TYPE EXAMINATION APPROVAL AND CONFORMITY BASED ON UNIT VERIFICATION - MOD B (Annex III) AND MOD G (Annex IX) OF DIRECTIVE 2014/34/EU

The purpose of the following information is to describe the certification process of equipments, components, safety devices, protection systems designed to be installed in explosive atmospheres for the presence of gas, vapours, mist or dust.

MOD B (Annex III) describes the procedure with which AR assure and certifty that one representative sample from production complied with the requirements of the directive. The certificate issued, defined as UE-Type certificate, implies that additional requirements of MOD D (Annex IV), MOD F (Annex V), MOD C1 (Annex VI) and MOD E (Annex VII).

MOD G (Annex IX) describes the procedure according which the manufacturer assure and declares that the equipment or protection system complies with the directive requirements; the certificate allows the manufacturer to place the product on the market, but within the limits of the serial number assessed. This process is described below in part 4.

1.2 QUALITY ASSURANCE APPROVAL - MOD D (Annex IV) and MOD E (Annex VII) of Directive (2014/34/EU)

MOD D (Annex IV) and MOD E (Annex VII) describe the procedure with which the manufacturer who works with a quality management system already approved for the production, assure and declares that the products complies with the type decribed in the type certificate and with the relevant directive

requirements.

MOD D (Annex IV) applies to all products of Category 1 already covered by an EU-type certificate.

MOD E (Annex VII) applies to all products of Category 2 that need to be covered by an EU-type certificate (electrical eqipment, internal combustion engines).

To chose between MOD D (Annex V) and MOD E (Annex VII) or MOD F (Annex V) and MOD C1 (Annex VI) is a free choice of the manufacturer.

See section 5 for operational details.

1.3 CONFORMITY TO TYPE - MOD F (Annex V) and MOD C1 (Annex VI) of Directive (2014/34/EU)

MOD F (Annex V) describes the procedure with which the manufacturer ensures and declares that the equipment of which each specimen is object of verification by AR, is compliant with the EU-type examination certificate and that the type meets the relevant requirements of the Directive . Albarubens does not deal with the procedure described in MOD F (Annex V).

MOD C1 (Annex VI) describes the procedure with which the manufacturer ensures and declares that the equipments under certification are compliant with the EU-type examination certificate and they meet the relevant requirements of the Directive, after tests performed under AR responsibility. See part 6 for operational details.

MOD F (Annex V) applies to all products of Category 1 covered by an EU-type examination certificate.

MOD C1 (Annex VI) applies to all products of Category 2 covered by an EU-type examination certificate (electrical equipments and internal combustion engines).

NOTE: right now, MOD F (Annex V) is not included in the scope of AR accreditation. Therefore, for this Annex it is necessary to address to another Certification Body.

1.4 INTERNAL PRODUCTION CONTROL - MOD A (annex VIII) of Directive (2014/34/EU)
MOD A (Annex VIII) descrbes the procedure with which the manufacturer prepares the technical documentation required to evaluate the compliance of the equipment to the directive requirements. This documentation is archived and preserved by AR for at least 10 years. It applies to the equipment described in art. 8.1 b-ii of the directive. This process is described below, in part 7.

1.5 Non EU-Type Examination Approval
This is a non-EU certificate process, and it is not mandatory for equipment marking purposes. This kind of certificate may be issued upon request. This process is described below, in part 8.

PART 2: DUTIES AND RESPONSIBILITIES

Certification activity implies that AR shares with the manufacturer a portion of responsibility related to the product under certification with no sharing of the economical benefits related to the product itself. This responsibility is limited to the correspondence of the design (concerning MOD B - Annex III and G - Annex - IX) and of the production process (concerning MOD D - Annex IV, MOD C1 - Annex VI and MOD E - Annex VIII) to the Health and Safety Requirements expressed in the Directive.

Albarubens takes this responsibility after a test and assessment phase and in return, AR receives a fee that, among others, covers insurance costs. For this reason AR will not issue certificates if there is no payment of the whole amount due, likewise the insurance market adopts this principle.

Products which are not compliant to the Directive essential health and safety requirements or falsified documentation, where ascertained, will always lead to a refusal/ withdrawal of this responsibility (see part 10), even if the payment correspondant to the evaluation activities is still due.

2.1 CLIENT DUTIES AND RESPONSIBILITIES

a. respect the content of this Regulation;
b. accept the presence of observers from AR or accreditation body during the steps of the approval. Observers may also be part of the Competent Authority and/or International Bodies responsible for carrying out “peer review” assessments provided by multilateral agreements or mutual recognition;
c. provide the resources and support necessary to ensure that periodic audits are carried out;
d. refer properly to the certificatein accordance with therules applicable to thecertificate itself;
e. signal intention to modifya certified product,promptly;
f. promptly signal any legal proceedings,accidents, emergencies, non conformity withlaws;
g. to pay AR invoices; AR can issue the certificate before the payment, but in the absence of it AR can suspend or withdraw it, also for the risk of

ineffectiveness of the insurance coverage.

h. in case of non-EU manufacturer, belonging to countries that do not have MRA agreements with the European Union, provide evidence, on the declaration of conformity, on the data plate and on the instructions for use, of the identification of their agent, if he decides to place products on the EU market.

2.2 AR DUTIES AND RESPONSIBILITIES

a. AR operates in compliance with the reference standards for Certification Bodies UNI CEI EN ISO/IEC 17065:2012 and with harmonised technical standards (http://ec.europa.eu/growth/single-market/european-standards/harmonised-standards/equipment-explosive-atmosphere/index_en.htm)
b. AR provides to its customers all the necessary information about the requirements for certification;
c. AR ensures that all information obtained during the approval process or during of surveillance audits are handled with confidentiality, except mandated by law. For this purpose the AR personnel involved in approval activities shall sign a formal commitment to privacy (Ethic Declaration);
*d. T*he only issued certificates issued, unlike the related attachments, are not confidential documents; it is not AR policy to spread the certificates nor AR has the obligation to provide copies to third parties, but they are public documents for which the client cannot invoke confidentiality.
e. AR follows the evolution of generally recognized technological progress and assesses whether the previously approved type is no longer compliant to the applicable requirements of the directive. If this progress requires further investigation, AR will inform the manufacturer by express e-mail "Notice of standards obsolescence for certificate n. xxx".
f. all AR personnel involved in approval activities always work with impartiality;
g. the updating of this Regulation is AR Quality Manager responsibility.

PART 3: RULES FOR THE USE OF LOGOS

References:

1) 2014/24/EU Directive, especiallyAnnex II for Ex logo and Annex X for CE mark.
2) ATEX Guidelines (available at http://ec.europa.eu)
3) Technical Standard IEC/EN 60079-0
4) IECEx 01B PUBLICATION

3.1 Ex and CE markings
For products which follows the procedures described in this regulation, the following rules apply:

1. for equipments, protection systems and safety devices, the manufacturer applies the CE marking according to Annex X of the Directive and he writes a declaration of conformity.
2. for components, the CE marking shall not be affixed. The component shal be accompanied by a written declaration of conformity (see art.13.3 of Directive).

In both cases, the Ex logo shall be placed before the suitable marking of the product.
CE mark needs to be followed by the AR Notified Body identification number (2632) where AR conducts the surveillance of the production (for the activities indicated in MOD D (Annex IV), MOD C1 (Annex IV), MOD E (Annex VII) and MOD G (Annex IX)).
The declaration of conformity, where applicable, shall be prepared at the launching of the production, with the contents indicated in Annex X of the Directive.

3.2 AR mark
Only customers who have received a certificate from AR, excluding the procedure set out in Annex VIII, may affix the AR logo to both certified products and related documentation.
While not mandatory, this is recommended to facilitate recognition of third-party certification obtained by these products.
A graphic example is present in the document 'Client documents facsimile', obtainable in a personalized form in the reserved section of the site.
It should be noted that this concession automatically lapses in the event of revocation of certificates, but also in the case of established abuses such as, for example, the use of products or services not certified by AR.
In any other case, who intends to use in any way the AR logo must make a written request; any authorization, which is not guaranteed, must be written and specific.

3.3 ACCREDIA mark
The Accredia logo shown on the certificates guarantees that AR operates under the accreditation regime, but is not usable by customers.

PART 4 : CERTIFICATION SCHEME FOR EU-TYPE EXAMINATION APPROVAL AND CONFORMITY BASED ON UNIT VERIFICATION

4.1 - Application for certification
The manufacturer who needs our services can identify us as Notified Body on NANDO (information system of the European Commission), or via a common web search, or via another certificate already issued; in any case, the main way to contact AR is the website the www.albarubens.it (but also www.albarubens.com, www.albarubens.eu). Alternatively, a telephone call or an appointment at the office, also in hard copy.

On the website, after registering through the company name and an e-mail address, it is possible to access all the application forms for certification; alternatively, the application forms can be requested by phone or in person. The client receives the access credentials to enter his own private section.

NOTE APPLICABLE TO ALL FORMS: the manufacturer may request to AR a preliminary meeting, during which AR explains the procedures related to Directive 2014/34/EU applicable to the single case, excluding any possible technical consultancy. If this meeting takes place at AR headquarters, and it lasts no more than one hour, it will be held without charge. Where the manufacturer needs to meet AR at its own office or a more extended meeting, this will be budgeted as an extraordinary activity according to AR price list. Anyway, at the end of each meeting a memorandum of meeting (MOM) is prepared by AR.

This service is provided by AR in order to facilitate the approach to certification to manufacturers with no previous experience in the field, but the occurrence of this meeting is not relevant for certification purposes.

The application form must be filled in all parts and returned with attached the technical documentation of the product to be certified.
The filing of the application, as well as the transmission of the technical documentation, can be made directly on-line.
Both on the website and at the office, all the information about the mandatory content of the technical file and the Directive requirements are available.

The application must include the technical standards that have been followed for the design phase of the product; typically these standards are harmonized with the Directive, and they are available at http://ec.europa.eu/enterprise/policies/european-standards/harmonised-standards/equipment-explosive-atmosphere/index_en.htm.
Alternatively, the manufacturer must provide a risk analysis which shows the criteria used to meet the Essential Health and Safety Requirements expressed in Annex II of the Directive.

The application form must include the identification of the *authorized signatory*, and of any third parties authorized to access information related to certification, that remain valid until revoked in writing.
The same application form must be submitted also for addendum or modifications to the certificate.
Albarubens may reject an application for a new certification or may refuse to maintain a certification contract with a client in case there are serious reasons or proven infringements and/or in case there are repeated non-compliances about the certification/product.

It is not possible to issue a certificate for a product already covered by a certificate (for example issued by another Notified Body), except in special cases to be analyzed from time to time.

4.2 - Estimates
Albarubens analyzes the application form and first determines what test will be needed, based on the marking and on the required technical standards used by the manufacturer.
The tests are considered valid in one of these conditions, that the customer will specify in the application:
1) performed at AR laboratory; in this case, their cost is indicated in the esitmate;
2) performed under manufacturer responsibility in another laboratory under 17025 accreditation system; in this case, a copy of the accredited test report shall be provided;
3) carried out by the manufacturer or by a non-accredited laboratory, under the supervision of Albarubens that verifies the correctness of the procedures and the suitability of the measurement equipment used, including the validity of the calibration; the cost of monitoring is indicated;
4) carried out by third laboratory with a subcontract with Albarubens; in this case, the customer approval is required.

The estimate will include the cost of tests and certification, based on the official price list on the website.
The offer contains the indication of designated PM (Project Manager), that is the person in charge of the logistical aspects, and of the designated inspector who needs to be accepted by the customer.
It also expresses the number of samples that the manufacturer must provide for testing.

4.3 - Order and confirmation
The client issues the commercial order, preferably by signing AR offer or using their own forms as well; in any case, the order shall include the following restrictive clauses:
1) declaration that the same application has not been submitted to another notified body;
2) acceptance of this Regulation and its Annex (general conditions of supply);
3) references to specific points of the offer;
After receiving the samples, Albarubens accepts the order by reporting on its website the finalization deadline; the customer can follow online in real time the working progress.

4.4 - Product Inspection
Once acquired test report related to tests carried out with the above mentioned criteria, the inspector examines the product and its documentation.
If it is not possible to receive the samples at AR, typically because of their size or other logistical reasons, the inspector will go to the customer's plants, with similar operating conditions to those described below in Section 5.5.
In this case, since the tests are conducted on site, the inspector verifies the correct execution and quality of the measures.
Possible measurements performed by the manufacturer shall comply with the requirements listed in section 6.4 of this document.

After its analysis, the inspector issues a report that becomes immediately available in the reserved section of the website.
If any finding (non-compliance or observations) are present, the customer is required to answer in writing; the inspector will accept answers if they comply with the essential requirements of the Directive.
Where it is necessary to repeat some tests, the client will issue the relevant order on the basis of unit prices already indicated in the original quote.

For the selection of equipment to be examined (the so-called sampling), refer to the 'Gestione campionamento' document available on the website: www.albarubens.it.

4.5 - Certificate Issue
AR identifies the Deliberative Body (OD) as the responsible of decisions about the certification. OD is composed of different people from those who conducted the inspection.
The deliberative body shall review all the documentation and evaluate the results, then he will decide whether to approve.
During the examination OD may ask some clarification to the inspector or he may also request the execution of additional tests; any assessment made by OD that results different from the one made by the inspector is immediately communicated to the customer.
When OD expresses a favorable opinion, a draft of the certificate is issued and made available online, in order to allow suitable comments by the customer (descriptions, translations, personal data and similar).
After 15 days without comments, the final version of EU-type examination certificate is issued. A true copy will be available on the online date-base, encrypted and certified (https://www.albarubens.it).
The certificate (numbered ARaaATEXxxxx) is issued without time limits. It confirms the current state of protection Ex of the representative sample and approves the related documentation.
In case of following amendments or addenda, the manufacturer shall apply for a new certificate that will keep the same original number but with a different revision number (ARaaATEXxxxx rev.n).

If the final result of the inspection does not comply, Albarubens informs the customer in writing, explaining reasons, and giving details about the appeal procedure (see Part 12) and establishing a deadline for the reply (maximum 60 days). Upon expiration of this period, Albarubens informs the market surveillance authoritys and the other Notified Bodies.
30 days after the end of the activities, in the absence of further communication, Albarubens reserves the right to dispose of the product samples.

The use of certificates of compliance is strictly reserved to the manufacturer and is not transferable.
Any possible transfer to a different organization should be managed through a new application, specifying the details of the situation and with the permission of the original manufacturer.
The proper use of the certificate and in general the accuracy of the certification references are among the elements analyzed during the surveillance audits.
The inspection team may encounter non-compliances in this area and a bad use of the certificate may result in a suspension.
In case of suspension or withdrawal of the certificate, the client must stop any use or reference to this certificate. If this does not happen, AR reserves the right to take legal action. Partial copies of the certificate are not allowed.

PLEASE NOTE
After receiving the certificate according to MOD B (ALL. III), the producer does not automatically acquire the right to manufacture and place the device on the market. Instead, according to the requirements of Directive 2014/34/EU he shall apply for one of the modules relating to the Quality Assurance of the Production Process and Product (MOD D (Ann. IV) and MOD E (Ann. VII) - see part 5), the Verification of Product (MOD F (Ann. V)) or to the type examination (MOD C1 (ALL. VI)). On the contrary, after receiving the certificate according MOD G (ALL. IX), the producer immediately acquires the right to place the product on the market.

PART 5: SCHEME FOR QUALITY ASSURANCE APPROVAL

The manufacturer must prepare and activate a quality management system, complete with a quality manual and all related documents that will be needed. AR may examine such documents only if written in Italian or bilingual (Italian-English).

5.1 - Approval application
The manufacturer who chooses to address to AR must first fill in an application, which is available on the website to be filled online (see part 4) or hard copy at our offices.
The application, in addition to personal data, must contain true statements on the company's size, the number and geographical distribution of manufacturing sites.
In particular, it is reuired to indicate the locations where the phases of the production cycle from which the explosion protection depends take place, first of all the testing and the release of products.
In the application form, all the products included in the surveillance must be listed, filling in all the required fields, with special attention to Ex protection methods used. Also for subsequent changes to the first release, the customer shall request the inclusion of a new certificate in the list of the type-to-be-monitored certificates issued by Albarubens or other bodies.
The customer can not affix the Albarubens notified body number to products not included in the list of certified certificates.
The same application should also be filled in the event of any following change.

5.2 - Calculation estimate

AR identifies the number and type of required inspectors, and the duration and frequency of the checks, as a function of the characteristics and dimensions of the task, as by IAF MD5 document.
Then outlines a quote divided into three stages: initial check of the documentation of the quality system, initial audit, subsequent periodic monitoring.
The quote itself contains the names of the inspectors who would occupy the practice. The manufacturer may apply to be replaced if it considers that there are special problems; if the offer is accepted with an order, they automatically considered accepted.
Monitoring programs have always two years, except in cases of cancellation or revocation described in Part 13.
If during the program they intervene significant changes (for example in the number of sites and products), AR evaluates the relative demand deciding the possible need for additional audits, for which is issued preventive measure.
Upon receipt of the order, AR signals its acceptance directly on the website.

5.3 - Order and confirmation
The client issues the commercial order, preferably by signing AR offer or using their own forms as well; in any case, the order shall include the following restrictive clauses:
1) acceptance of this Regulation and its Annex (general conditions of supply);
2) references to specific points of the offer;
3) the possible presence of a third party observer during the inspection on the quality system (typically a control authority n charge of verifying the competence of the audit team to assess the manufacturer's quality system).

Once received both the order and the documentation related to the quality system, Albarubens accepts the order by reporting on its website.

5.4 - Documental analysis (stage 1)
The inspector examines the documents submitted by the manufacturer and prepares a written report which is sent to the customer within 30 days.
This report contains a description of any findings, which may be non-compliance, observations or comments.
"Non-compliance" refers to non-fulfillment of a requirement of the applicable regulations (legal, mandatory or present in the contract - es. Directive 2014/34 / EU or this Regulation) such to impair in terms of effectiveness and credibility the assurance of the compliance with the object of certification.
The finding is classified as "observation" when the lack of respondance to a requirement - despite being indicative of an improper action by the manufacturer and, as such, in need of correction - is not likely to immediately affect the value of the certificates issued in the terms outlined above.
The "comment" refers to a "potentially weak or incomplete" aspect, which could determine the occurrence of a non-compliance-observation or to suggest ideas for improvement.
The customer is obliged to reply within another 30 days, after which the application is filed.
The answers are evaluated within 15 days, being approved only if they meet the requirements.

In the case where the documental analysis does not result in a notification of the findings to the customer it is possible to directly proceed with the on site audit (see. Stage 2).

5.5 - Initial site assessment (stage 2)
AR prepares and sends the audit program (vi-VI_Plan_Albarubens_MOD 4_14_2), indicating the dates and places and resources that the customer will have to make available, and the names of the inspectors if different from those reported in the offer.
The inspection program, if necessary, may also include a visit on site of relevant suppliers; the customer can request changes to the program or refuse an inspector; in the absence of written communications, the program is deemed accepted.

During the audit, AR esamnies the implementation of the quality system and its compliance with Directive 2014/34/EU and with the standard ISO/IEC 80079-34 and other applicable standards.
The audit on site include at least the following mandatory procedures:
- Verification of compliance with all the requirements of Regulations and applied standards;
- Verify the implementation of the quality system;
- Verification of the quality system with reference to the legal requirements (eg legal disputes);
- examination of internal processes;
- Conducting internal inspections and interviews to the management;
- The responsibility of the management in the policies and goals of quality assurance;
- Any other legal, technical and regulatory requirement (related to applicable types of protection) relevant for the validation of the compliance of the existing quality system.

At the end of the audit in situ, a report based on the data collected is written and presented during the final meeting with the client. All the findings and conclusions are notified to the client, the report is signed, and any reservation arised recorded.
This report contains at least the following elements:
- Date and place of the inspection;
- Names of the audit team and names of people present on behalf of the manufacturer;
- The scope of the quality system audit, including the types of protection and the type certificates examined ;
- any remarks on the compliance of the quality assurance and quality system with the requirements, with clear emphasis on the possible non-compliances and their detailed description.
On the basis of this report the customer will analyze the cases of non-compliances and observations pointed out, and he will start the corrective actions for

any non-compliance determined, informing AR accordingly. In any case, the customer, even is always required to carry out the correction in the shortest possible time, even if it is just an observaion.
The inspector will assess answers, considering the need for an additional audit if these answers imply profound changes in the quality system (and the additional audit will budgeted separately).

5.6 - Assurance notification issue
AR identifies the Deliberative Body (OD) in charge of decisions about the certification, composed of different people from those who conducted the inspection, ensuring the independence and impartiality of assessment process.
The deliberative body shall review all the documentation and evaluate the results, then he will decide whether to approve.
During the examination OD may ask some clarification to the inspector or he may also request the execution of additional tests; any assessment made by OD that results different from the one made by the inspector is immediately communicated to the customer.
When OD expresses a favorable opinion, AR issues the assurance notification certificate.

5.7 - Follow-ups
Follow-ups are planned in thefollowing cases:
1) routine surveillance, typically annual, as planned in the estimate phase (see par. 5.2 - IAF MD5);
2) addition of new products to be monitored; in this case, AR can avoid the additional inspection in case of technical equivalence with products already covered by the surveillance;
3) detection of serious non-compliances during the inspection or highlighted in some other ways

Where the manufacturer intends to introduce changes to its quality system, it shall communicate it to AR for prior approval; when particularly relevant, AR may request an additional surveillance visit.
The surveillance inspections indeed assess the changes that may have occurred in the documentation related to quality assurance and control steps applied to the production line. The aim is to verify the operation of the system and the fact that it remains in compliant with the requirements of the notification of the quality assurance issued with a 3 year validity.
The periodic inspection is carried out according to a procedure similar to the initial inspection (stage 2), however, taking into account the results of previous inspections and observations.

In the event that the customer does not intend to be subject to the periodic audit in the expected period, he shall notify AR in writing with an advance at least 4 months with respect to the nominal date of execution of the surveillance. This implies the automatic termination of the contract with AR, the cancellation and the immediate withdrawal of the certificate. If the timing of the four months' notice is not respected, AR can request the payment of the amount indicated in the offer relating to surveillance audits that are not being carried out.

PART 6: SCHEME OF VERIFICATION OF CONFORMITY TO TYPE BASED ON INTERNAL PRODUCTION CONTROL KINGDOM TO TEST THE PRODUCT UNDER CONTROL OFFICER

6.1 - Application for approval
See above 5.1

6.2 - Estimates
See above at 5.2, except that the documents examined during the preliminary phase are not related to the quality system but to the products (technical files and certification).

6.3 - Order and confirms
See above 5.3

6.4 - Checking Products
The manufacturer must take all measures necessary so that the manufacturing process ensures conformity of the appliances to the type as described in the EU examining the type and requirements of the Directive that apply to them. For each device are made, by the manufacturer or on his behalf, tests relating to the technical aspects of protection against explosions.

Measurements performed by the manufacturer shall comply with the following requirements:
- they shall be documented in a written report with precise references: date, operator, equipment used, photos and test method used;
- the quality of the equipment must be proportionate to the level of admissible uncertainty;
- there shall be evidence of the correct calibration of the instruments used.

These tests are carried out under the responsibility of AR, which provides for substantial periodic inspections on these tests:

1) correspondence between the manufactured products and the product descriptions in the technical dossier;

2) execution of the routine tests required by the certificate type, with adequacy of the method and instrumentation;

3) accuracy and preservation of the documents produced: nameplates, markings, declarations of conformity and traceability of the product sold;

Besides programmed inspections, AR can also inspect products already on the market, as well as require additional inspections if it is deemed necessary. The manufacturer shall, under the responsibility of AR, our next identification number of the CE mark.

In the event that the customer does not intend to be subject to the periodic audit in the expected period, he shall notify AR in writing with an advance at least 4 months with respect to the nominal date of execution of the surveillance. This implies the automatic termination of the contract with AR, the cancellation and the immediate withdrawal of the certificate. If the timing of the four months' notice is not respected, AR can request the payment of the amount indicated in the offer relating to surveillance audits that are not being carried out.

6.5 - Issue of the certificate
See above 5.6. If the results of the assessments are satisfactory, AR will issue the customer a certificate of conformity to type (numbered AR AA ATEX xxxx). The certificate is issued with the time limit agreed with the manufacturer (one to three years), it confirms the current state of Ex-protection product and remains valid until the outcome of the inspection is positive (see also Part 1.2).

PART 7: SCHEME OF INTERNAL CONTROL OF PRODUCTION

AR care of the filing of the technical documentation for non-electrical equipment, according to art. 8 paragraph 1, letter b-ii of the Directive.
The contents of this technical dossier, compiled in the manufacturer, are explained in paragraph 3 of the MOD A (ALL. VIII) thereof.
This documentation must be delivered in a sealed envelope and sealed; it is not necessary to wax, but it is enough to stamp and sign the flap of the envelope in which it is inserted.
On the envelope it must clearly indicate the device name and manufacturer's referred to by the content.
Documents can be in paper or electronic form; in this case, the support and the format used should be readable with most popular devices and programs: it is recommended to use non-rewritable CD and PDF files. The language will be English or Italian.
AR sends the customer a written receipt of deposit, numbered and dated.
AR will simply keep the parcels, without opening them or examine them, deliver them except upon a formal request to the competent authorities (Ministry or the Judiciary).
The storage service is expected to last 10 years, as required by the Directive; at the end of this period, failed the obligation to retain, you will require in writing to the manufacturer if it intends to extend the deposit with AR.
In response defect within 30 days, or in case of refusal, the envelopes will be permanently destroyed without being tested and without further notice.

We do not accept deposits equipment for which this procedure is not applicable.

PART 8: SCHEME OF THE TYPE EXAMINATION CERTIFICATE - EU Not

You can ask for non-EU certification of apparatus for which the same would not be mandatory under the Directive.
Typically, issue of non-electrical equipment of category 2 (excluding internal combustion engines), all devices Category 3 and assemblies of parts already fully conform to the Directive.
In this case they are followed exactly the same procedures described in Section 4, with these exceptions:
1) The certificate will be issued to non-EU type;
2) the certificate may also be already asked other organization.
RA does not issue certificates to the outside of your credit purpose.

Therefore AR in accordance with the Directive and the Guideline to the Directive specifies that it is not possible to issue an EU-type examination certificate for products of the category 2 non-electrical equipment, and category 3, as indicated in Article 8.1. b.ii and 8.1.c of the Directive.
In addition, you may not list these products on an EU-type examination certificate, as issued for products belonging to categories other than these. The reason is that an EU-type examination certificate is a certificate that the products listed therein were subjected to the necessary conformity assessment procedures which lead to the release of an EU-type examination certificate; it is not necessary that those products are subject to such procedures conformity assessment.
If a single item falls into more than one category, you can issue an EU-type examination certificate. In such circumstances, these items must meet the highest requirements of the applicable conformity assessment. If this requirement leads to the release of an EU-type examination certificate, these items may be listed on an EU-type examination certificate.

However, if the products are made up of separate [discrete items], a category 2 and one Category 3, you can not release a single EU-type examination certificate; Category 3 products must be listed on a separate document that does not in any way imply that this is an EU-type examination certificate. The same applies to the components of the products.

However, it is possible the voluntary release of a non-EU certificate for products that can not be listed on an EU-type examination certificate. AR in this case does not indicate in the certificate to be a notified body, as it does not act in that capacity. Therefore, the notified body number is not reported. Moreover, it is not allowed to affix the CE marking on those certificates. There is no objection to the use of the hexagonal trademark (Ex mark) or reference to Directive

2014/34 / EU.

PART 9: COMPLAINTS AND APPEALS

Each type of user (consumer, laboratory or accredited body, public administration, business, etc.) Can make a complaint to Albarubens at any time, in case of deficiencies found in the management of its business.
The user, both during the EU certification in the subsequent monitoring of the production, can appeal against adverse decisions Albarubens, within 30 days of that decision.
In both cases this must be done in writing, by exposing and explaining the reasons, preferably using the form available on the website (Appeals_and_Complaints_Albarubens_MOD 4_8_1).

The policies and procedures used by Albarubens for the resolution of complaints and appeals received (included in the quality system) shall ensure that their resolution is conducted in an impartial and fair.
In particular, what is contracted than the person who was in charge of the subject of claim / appeal; also it undertakes to manage the investigation at a maximum time of 30 days.
In any case, both parties are bound to discretion on matters of complaint and / or appeal.
The user can be requested any additional information; at the end, the outcome is always communicated in writing.

Claims / complaints received anonymous or only verbal, can be handled or stored at the discretion of Albarubens, depending on relevance.
The activation of a formal complaint / appeal is nevertheless mandatory before any legal action or otherwise disparaging.
In the event that a complaint can not be solved in a positive way, the user can apply to the competent authority.

During the management process of the complaint, the user will be informed by Albarubens step by step so traceable (eg .: by mail). The complaint refers to closed if there is acceptance of the end user, which should be documented in writing (eg. Via email) and stored in the relative job folder. All documentation relating to complaints will be recorded and archived.

The investigation and the decision on complaints (and where applicable appeals) shall not give rise to any discriminatory action.

PART 10: RENOUNCE, SUSPENSION, WITHDRAWAL or REVISION

For RENOUNCE it means that the manufacturer explicitly communicates a willingness to give up any certificate and / or surveillance, with definitive effect.
The SUSPENSION is applicable to surveillance activities, up to a positive solution of the problem detected.
The REVOKE is when AR cancel with definitive effect the effectiveness of the certification and / or surveillance.
The REVISION is a modification of a certificate, by the office or on manufacturer request

10.1 Renounce (Part 4, 5, 6)
This is an autonomous decision of the manufacturer, which is not syndicated and that there is no need to justify, which must be communicated in writing indicating the date of termination.
The withdrawal of the certificate by AR is reported as "withdrawn on request of the manufacturer" on its public on-line public file, indicating the date of withdrawal, from which it can no longer be used to market new products.
The manufacturer agrees to:

1. deplete the marketing of the product within the specified time limit, including any stock;
2. beyond that date, no longer declare in any way the conformity to ATEX of such products, both in the commercial documentation and in the accompanying documentation;

10.2 Suspension and revocation of surveillance (Sections 5 and 6)
The surveillance activities may be suspended in these cases:

1. change of the corporate situation of the manufacturer;
2. failure to pay the amounts due within 15 days from the formal solicitation;
3. non-compliance and of the commitments relating to the maintenance of conformity of production (non-compliance);
4. improper tagging (see part 3);
5. production is deformed by the certificate type (non-compliance);
6. the manufacturer does not allow the inspection surveillance conducted;

The suspension is notified in writing, indicating the activities deemed necessary for his hereafter and the related terms of no longer than six months.
A certificate during the suspension is temporarily invalid, for which the customer is obliged to stop using it and therefore can not market the products.
Expired the same terms and in the absence of a positive resolution of issues, AR proceed with the revocation or reducing the list of surveilled type certificates.
This must be in writing, stating the possible use, providing advise the competent authorities (Ministry) and the other Notified Body, as provided by law.

The manufacturer must immediately cease the marketing of its products with the CE-ATEX marking.

The ability to market any products in stock will not yet marketed designated in writing by Albarubens, which will evaluate case by case basis depending on the severity of the reasons for the suspension or withdrawal of the certificate.

10.3 Withdrawal of certificate type examination (Part 4)
The certificates lose validity only in case it's demonstrated that the design and the original tests are no longer adequate to meet the essential health and safety requirements of the Directive, limited to technical aspects of particular gravity.

It may be due to an "evolution of the state of the art", which has generated new scientific knowledge, but also to a proven error in documentation or analysis of the product.
New evidence may originate from one of these events:

1. checks during the surveillance phase (see parts 5 and 6);
2. any request for revision, including for standards updates;
3. reporting by the competent authority or technical bodies (eg IEC);
4. reporting by other notified bodies;
5. periodic review by AR;

AR sends a written communication stating the reasons why the certificate is losing validity, to which the manufacturer is obliged to reply - always in writing - within the deadline of 15 days, with their arguments and / or proposals for a technical solution.
Meanwhile, in the most severe cases, AR may unilaterally suspend the validity of the certificate (see 10.2).

After 60 days from the first communication, in the absence of technically valid answers, the certificate is revoked ex officio.
The revocation is communicated in writing, indicating the possibility of appeal (part 12) and providing to inform the competent authority (Italian Ministry) and the other Notified Bodies, according to the provisions of the law.
Given the seriousness of the situation, which has shown a serious and immediate danger to people, the manufacturer must cease immediately the marketing of its products with the CE-ATEX marking.

10.4 Review of certificates (part 4)
Each certificate can be revised, even several times, both by the office and on request by the manufacturer.
As an example, the most common causes are listed:

1. evolution in technical standards and consequent adaptation to more modern ones;
2. significant changes to the product or introduction of new variants to the product;
3. only formal variations, for example of anagraphic information;
4. correction of formal or editorial errors present in the certificate;

The 1/2/3 cases are always requested by the manufacturer, by completing an application similar to the one for new certifications, following the same procedure.
Case 4 can be originated from a complaint or an internal audit of AR, so it can be managed ex officio; the manufacturer is only informed and can not be opposed, even if the incorrect version of the certificate is more favorable to it.

The issue of a revised certificate automatically implies the revocation of its previous edition, which will be marked as "replaced" on the on-line public register; the two operations are contemporaneous, so the marketing of the product is not interrupted.
The new certificate maintains the same identification number as the previous one, except for the date and revision number.
The documentation of the product placed on the market (data plate, declaration of conformity, etc.) will therefore always keep the same reference to the certificate, lacking any obligation to mention the current revision.

ANNEX A - General delivery conditions

See the attached document "Conditions supply Albarubens All 4_4_1" (available on www.albarubens.it), which contains the commercial terms, the processing of personal data, the competent court and the applicable law.

ANNEX B - Price

AR defines the economic conditions for certification activities in order to make a profit that ensures the independent conduct of activities and enabling the continuous improvement of services offered.
The price list is available AR prices updated in real time on https://www.albarubens.it

End of document

AutoSigned by SSL Certificate