
PRODUCT CERTIFICATION SCHEMES

INTRODUCTION**APPLICABILITY**

A manufacturer or company may apply to SIRIM QAS International for a certification of product against requirements of a recognised standard. Products manufactured according to Malaysian Standard, International Standard or foreign national standards are eligible for joining the SIRIM Product Certification Scheme.

Participation in this Scheme is voluntary; however, any agency with regulatory role or function may require participation into SIRIM Product Certification Scheme as a mandatory process. Examples are electrical appliances and wiring accessories, fire resistant door-set, automotive components and parts.

TYPE OF CERTIFICATION

The Scheme is operated based on the ISO/IEC 17067 certification type 5, where a license to claim a product is certified is granted to the applicant once there are evidences that a product complies with the standard and produced under a supervised and monitored quality control system. A licensee under this Scheme is entitled to apply the Product Certification Mark on the product to denote compliance with the standard.

For specific regulated products, additional control is required through the application of serial numbered label to the products. These labels have to be procured from SIRIM QAS International and licensees are required to record the use of it and shall abide by the Intellectual Property Rights. Currently, these labels are required for electrical appliances, fire-doors, motorist's safety belt, motorcyclists' helmets, kerosene stoves and timber piles.

ADVANTAGES OF CERTIFICATION

Product Certification provides the following advantages:

- It is an independent assurance that the product is manufactured under an effective system of testing, supervision and control.
- Purchasers or consumers need not carry out further tests, as the products are already certified to be in compliance with the standards.
- Certified products provide the user an assurance for safety and reliability.
- Certified products enjoy the benefits of protection against competition from substandard products and misrepresentation.
- Products bearing Product Certification Mark enhances the reputation of manufacturer and thus, extends market acceptability.
- Improved efficiency in production when wastage and rejects are reduced.

APPLICATION PROCEDURE

Upon enquiry, the client will be given an information package which includes the Product Certification Questionnaire (ePCS/FOR/01-1), which he/she has to complete and submit to SIRIM QAS International for a quotation to be issued. Should the quotation be acceptable to the client, he/she then submits:

- a) the Application form (ePCS/FOR/01-2);
- b) Declaration of Approval from Relevant Authority (ePCS/FOR/01-3);
- c) Declaration of Obtaining SIRIM Licence for the Purpose of Relevant Authority Approval (ePCS/FOR/01-3.1);
- d) Declaration of Approval for Trade Mark Registration/Brand Name (ePCS/FOR/01-4);
- e) Authorization Letter of Trade Mark / Brand Name (ePCS/FOR/01-4.1);
- f) Declaration by Manufacturer (*for applicant with a Trading Company role*) (ePCS/FOR/01-5);
- g) payment for amount to be remitted upon application;
- h) the full specifications of the product, including dimensioned drawings, materials, components, photographs, finishes, performance characteristics, labels used and installation instructions;
- i) relevant test reports of the product, if available

The flow chart showing the procedure for obtaining the Product Certification License is as shown in **Annex 1**.

PRE- CERTIFICATION PERIOD

When the submission has been verified and accepted, the applicant is given up to one (1) year for electrical products and two (2) years for other products to comply with the requirements. During this period, the product is tested for compliance against the applicable standard and the quality system practised in the factory is monitored. An application is considered terminated if the applicant is unable to meet these requirements within the specified time. However, a reapplication may be submitted.

SAMPLING

Sampling for Type Test are to be done by SIRIM QAS International officers or their authorised representatives based on the rules stipulated in the applicable product standard or additional information specific to the product.

In the absent of specific sampling rules, guidance on sampling shall be as follows;

1) Samples from stabilised production or storage

Samples for test are to be selected from a stabilised production process or storage of known traceability to the production. The samples shall be randomly selected from a known production lot that is large enough to ensure that they are representative of the process involved.

2) Prototype sample

For initial assessment purposes a type test samples may be selected from a laboratory-scale pilot batches or prototype samples. This is to allow demonstration of suitability of the product against the applicable product standard. However further confirmatory or correlating test shall be required once production has stabilised before the product released for sale.

Sampling Guideline

- Form test groups which consist of models of the same style, type or class in respect of the standard.
- Select the type test sample(s) from the model in the test groups that can be expected to give the worst result for any given test or group of tests.

Delivery of samples to the agreed test laboratory shall be the responsibility of the applicant. Samples shall be preserved and packaged to prevent damage or deterioration in transit.

CRITERIA FOR AWARD OF LICENCE

The following criteria are used by SIRIM QAS International Sdn. Bhd. in assessing the applicant for the award of the Licence:

- a) the product must **fully comply with the applicable** requirements of the standard;
- b) the applicant's production site must have an acceptable quality system to verify the product to the required standard;
- c) the applicant's production site must demonstrate the capability to comply with the Product Certification Requirements as specified in the Product Certification Agreement.

SURVEILLANCE

After the grant of a licence, the licensee is placed under an annual surveillance programme to ensure continuing compliance of the product. Normally, two (2) surveillance inspections are carried out for each annual renewal period. SIRIM QAS International reserves the right to determine the frequency of surveillance depending upon the Product Certification Requirement. During these inspections, product and quality system re-evaluation as required in the Certification Report will be carried out.

NOTIFICATIONS OF CHANGES / DEVIATIONS

The licensee is responsible for notifying SIRIM QAS International changes to the following:

- a) company name;
- b) address / production site (premises);
- c) brand name;
- d) addition / deletion of model / sizes / types etc.;
- e) company ownership;
- f) marking of the Certification Mark;
- g) nominated management representative and alternate;
- h) any other changes to details of the Certification Report.

SUSPENSION / REVOCATION / WITHDRAWAL

Suspension

A licence may be suspended for a limited period, in either of the following cases:

- a) if the surveillance or retest indicate non-conformance with the requirements of such a nature that immediate revocation is not necessary;
- b) if a case of improper use of the license or the Product Certification Mark, e.g. misleading prints or advertisement is not solved by suitable retractions and appropriate remedial measures by the licensee;
- c) if there has been any other contravention to the Product Certification Agreement, or the applicable product standard(s);
- d) if the licensee fails to comply with the due settlement of his financial obligation;
- e) a voluntarily suspension after mutual agreement between SIRIM QAS International due to non-production of the certified product for more than 2 years or for other reasons.

Revocation

A licence may be revoked in either of the following cases:

- a) if at the end of the suspension period, inadequate measures are taken by the licensee to fulfil conditions for the lifting of suspension;
- b) if during surveillance, it was found that the non-conformance is of a serious nature;
- c) if the licensee fails to comply with due settlement of his financial obligation. In the event that the fees remained unpaid after six (6) months of expiry date of the licence, a recommendation may be made to revoke the licence.
- d) if there has been any other major contravention to the Product Certification Agreement, or the applicable product standard(s) of such a nature that immediate revocation is necessary;
- e) if the product is banned from use by relevant regulatory authorities;
- f) if the standard or rules have been changed/amended and the licensee is either unwilling or unable to comply with the new requirements;
- g) if the product is no longer available i.e. there has been no production of the certified product or its similar product in the past three (3) years;
- h) if the licensee goes out of business;
- i) if there is consolidation of licences.

Withdrawal

A licence may also be withdrawn by the licensee in either of the following cases:

- a) if the licensee does not wish to continue with the certification
- b) if the standard or rules has been changed/amended and the licensee is either unwilling or unable to comply with the new requirements;
- c) if the product is no longer available or the licensee goes out of business;.

COMPLAINTS

Complaints against certified products or services provided by SIRIM QAS International may be directed to the section Head of QOSHE of SIRIM QAS International.

APPEALS AND DISPUTES

SIRIM QAS International has a procedure on appeals and disputes, which may be made available upon request. Appeals on revocations / withdrawals may be made within 6 months from the date of termination.

PRODUCT CERTIFICATION MARKS

SIRIM MS Mark

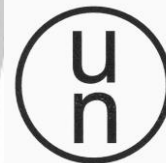
Used on products complying to a Malaysian Standard, foreign national standard or international standard



CERTIFIED TO YY : XXXX
Certification No : xxxxxxxxx

UN Marking

Used on packaging complying to the UN Marking requirements as specified to the MS 1513 series - "Packaging – Transport of Dangerous Goods".



PRODUCT CERTIFICATION FLOW CHART