



PC-1a

VOLUNTARY PRODUCT CERTIFICATION SCHEME





1. Purpose and scope

The purpose of this document is to define the fundamentals of voluntary product certification carried out by KSC POLAND Sp. z o.o., hereinafter referred to as the Certification Body, for equipment intended for use in potentially explosive atmospheres based on the requirements of applicable standards.

Appropriate documents are issued for all products covered by this scheme, confirming compliance with the requirements of the associated standard(s).

2. Legal and normative acts in the conformity assessment area

The mode of conducting product certification processes at the Certification Body is based on the principles of assessment carried out by a third party and meets the requirements contained in the following standards:

- 1) ISO/IEC 17065 - Conformity assessment – Requirements for bodies certifying products, processes and services,
- 2) ISO/IEC 17067 – Conformity assessment – Fundamentals of product certification and guidelines for product certification schemes.

3. Scheme characteristics

This scheme offers product certification processes based on type 1a according to ISO/IEC 17067 standard requirements.

It covers testing at least one product sample and assessing its compliance. A certificate of conformity is issued for the product type, the characteristics of which are detailed in the certificate. Subsequent production items are not covered by the certification body's attestation of conformity.

The tested and assessed samples are representative of subsequent production items which could be referred to by the client as being manufactured in accordance with the certified type.

The client has the right to use the obtained certificate as a basis to declare that subsequent production items conform to the specified requirements.

The client chooses the appropriate scheme.

The Certification Body carries out product certification for product groups and the normative documents assigned to them, the names of which are consistent with the International Classification of Standards ICS and included in Annex 1 to this scheme.

If there is a need to assess compliance with other technical specifications for the above product groups according to this scheme, the Certification Body analyzes its capabilities (having competent personnel to conduct assessments and having research capabilities in the requested scope - *if applicable*) and then decides to extend/inability to extend the scope of this scheme.

4. Impartiality, confidentiality, competence

The Certification Body declares full impartiality and credibility.

The Certification Body acts as a third party, independent of the organizations or products it assesses. The Certification Body, its top management and staff responsible for carrying out product certification tasks are not designers, manufacturers, suppliers, installers, buyers, owners, users or conservators of the products they evaluate, or authorized representatives of the parties listed.

The Certification Body ensures that the activities of its subcontractors do not affect the confidentiality, objectivity and impartiality of its product certification activities.



Qualified, competent, having appropriate technical qualifications in a given field and extensive experience in the product certification process, the Certification Body's personnel ensure that tasks are carried out reliably and objectively. Personnel are not subjected to any pressure or motivation, especially financial, that could affect their opinion or product certification results.

By clearly defining the scope of responsibility, the information obtained in the product certification process regarding the ownership of product documentation is fully confidential.

5. The product certification process

5.1 General information

The Certification Body grants all information in order to efficiently carry out the product certification process.

Provides information about:

- regulations on product certification,
- type and scope of laboratory tests needed to perform,
- test laboratories cooperating with the Certification Body that meet the requirements for performing tests for specific product groups,
- documentation necessary to carry out the product certification,
- product certification procedures at the Certification Body,
- using certification,
- fees,
- rules for suspending and withdrawing issued certificates,
- the possibility of appealing against decisions taken by the Certification Body

5.2 Detailed description of the product certification procedure

No.	Step	Description
1.	Quote request	To obtain an offer for product certification, the client should specify the following information: <ul style="list-style-type: none"> – the product(s) to be certified, – the standards and/or other normative documents for which the client is seeking certification, – the general features of the client, including its name and the address(es) of its physical location(s), significant aspects of its process and operations Based on the analysis of the information provided (by phone, paper, electronic or fax), the Certification Body decides to undertake/refuse to undertake the certification process and provides the client with information on possible prices for the service.
2.	Submission and review of the application and related documents	Upon acceptance of the financial conditions, the client submits signed application for the certification process. By submitting an application for product certification, the client declares that: <ul style="list-style-type: none"> – makes all necessary arrangements for the conduct of the evaluation, including provision for examining documentation and records, and access to the relevant equipment, location(s), area(s), personnel, and subcontractors, investigation of complaints and the participation of observers (if applicable) – meets all applicable requirements set out in this scheme. The application is formally reviewed (does it contain all necessary information for the process) is include:



		<ul style="list-style-type: none"> – the client and product information is sufficient to carry out a product certification process, – all known differences in understanding of issues between the Certification Body and the client have been resolved, – the scope of the requested service has been defined, – resources to carry out all related activities with assessment are available, – the Certification Body is competent and able to conduct product certification. <p>The certification body accepts the possibility of delivering the results of the assessment / tests performed prior to submitting the application only in the case of confirmation of the competence of the assessor according to the applicable requirements of the standard EN ISO/IEC 17065, and in the case of conducting tests according to the applicable requirements of EN ISO / IEC 17025. If the evaluation/test results provided with the application are recognized, the certification body takes full responsibility for the presented results.</p> <p>The client receives agreement which contains all information regarding the certification process and clearly defines mutual rights and obligations.</p>
3.	Evaluation (assessment of technical documentation and product testing)	<p>The Certification Body examines the technical documentation, verifies, whether, the given sample (s) have been produced in accordance with the technical documentation, and identified standards. The certification body prepares a test plan and has them performed to check if the client has apply the solutions set out in the relevant standards.</p> <p>Product tests are carried out by independent test laboratories accredited to the relevant scope.</p> <p>In the absence of relevant accredited laboratories, the Certification Body allows the possibility of conducting in other laboratories (including the manufacturer's laboratory) provided that the applicable technical requirements of ISO / IEC 17025 have been confirmed.</p>
4.	Review of evaluation results and decision	<p>A report is prepared from the assessment of all collected documents and an recommendation for the issue / refusal to issue a certificate is prepared.</p> <p>Based on the review of all information provided and assessment results, a decision is made to issue or refuse to issue a certificate.</p> <p>The client is informed about the decision taken (in the case of a positive decision, the decision is forwarded in the form of a certificate issued. In the event of a refusal, the client will receive a written decision with detailed reasons.)</p>
5.	Certificate	<p>Where the product meets the requirements of standards that apply to the product concerned, the certification body issue an certificate to the client.</p>
6.	Monitoring of the usage of the certification	<p>If it is found (in the declaration of conformity, advertisements, catalogues, etc.) that the certificate is inappropriately referred to or that the certificate is used in a misleading manner, the Certification Body will take steps to eliminate such behavior and remedy its effects by carrying out the necessary corrective actions by the Client.</p>



6. Rights and obligations

6.1 Rights and obligations of the client

6.1.1 The client undertakes to:

- a) always fulfils the certification requirements, including implementing appropriate changes when they are communicated by the certification body,
- b) manufacturing the product in accordance with the technical documentation on the basis of which the Certification Body issued the certificate,
- c) ensuring that the product meets the requirements underlying the certificate,
- d) ensuring that the product covered by the certificate corresponds to the current state of technical knowledge,
- e) maintaining records of all complaints that are known to him which relate to compliance with the requirements and will make them available to the Certification Body on request,
- f) informs the certification body, without delay, of changes that may affect its ability to conform with the certification requirements (e.g. the legal, commercial, organizational status or ownership, organization and management (e.g. key managerial, decision-making or technical staff), modifications to the product or the production method, contact address and production sites, major changes to the quality management system),
- g) suspension of placing on the market of certified products in which changes have been made until the approval of these changes in writing by the Certification Body,
- h) discontinue any advertising activities that contain any reference to certification and take any other steps that are required after suspension, withdrawal or termination of certification,
- i) when providing copies of certificates to others, copy them in full,
- j) meet the requirements of the Certification Body and this scheme, citing product certification in the media, such as leaflets, brochures or advertising,
- k) not using the certification of its products in a way that may discredit the Certification Body and not issuing statements related to the certification of its products in a way that the Certification Body would consider misleading or unauthorized.

6.1.2 The client has right to:

- a) referring to the certification granted in accordance with the scope of certification,

6.2 Rights and obligations of the Certification Body

6.2.1 The Certification Body undertakes to:

- a) keep confidential all information provided by the client during the product certification process (excluding the information he is required to provide).
- b) confirming the validity of an existing certificate or issuing a new one if the client reports changes to the approved type.
- c) monitoring:
 - product compliance by verifying certification requirements,
 - the client's reference to the issued certificate in advertising materials, catalogs, website, declarations of conformity, etc.
 - changes in the client's ownership status,
 - analyzes received by the Certification Body complaints,
 - actions taken by the client as a result of complaints and other notifications



7. Changes affecting certification

In the case of changes affecting certification, the Certification Body informs the Client about these changes, specifies the deadline for the changes and the conditions for checking the changes.

The actions to implement changes affecting certification include, if required, the following:

- tests,
- evaluation,
- review,
- decision,
- issuance of revised formal certification documentation to extend or reduce the scope of certification.

Within 20 days from the date of receipt of the above notifications, the client will inform the Certification Body about his readiness to introduce changes and if all additional requirements are met by him within a specified period, a supplement to the certificate will be issued or annotations will be introduced to the product documentation archived in the Certification Body.

If the result of additional product checks proves to be unsatisfactory, the certificate will be reduced or suspended after the product has been assessed according to the changed requirements. If the Client notifies the Certification Body that he is not ready to make changes within a specified period, the certificate will be reduced or suspended immediately after obtaining this information. The Certification Body stores all records related to activities undertaken in the above scope (including reasons for excluding any of the above-mentioned activities).

8. Extension, reduction, suspension or withdrawal of certification

Extension of the certification scope for products that meet the requirements of the same standards or other normative documents for varieties or versions of the same product that is certified, it is possible if these varieties do not differ significantly and meet all the requirements assigned to the basic product. The decision on the extension can be made by the certification Body by establishing the scope of the simplified certification process, the content of the product documentation, tests to be carried out.

The extension of the scope of the certificate has the form of new issue of the original certificate.

Reduction of the certification scope shall be used at the Client's request or when information appears that the conditions for holding the certificate have not been met.

Certification body consider and decide upon the appropriate action include, if required, the following:

- evaluation,
- review,
- decision,

The reduction of the scope of the certificate has the form of new issue of the original certificate.

Suspension of certification may take place in the event of temporary failure to meet the certification conditions. The decision to suspend the certificate is made by the Certification Body, providing the date of entry into force of this decision. In addition, its duration and conditions for restoring the certificate's validity are given. Conditions to restore validity may include (if required):

- tests,
- evaluation,
- review,
- decision.

If it is determined that the product may cause a threat to life or health, the Certification Body suspends the certificate immediately.



During the suspension period, the client is obliged to suspend the marketing of the products to which the suspension applies and to use all advertising materials containing any reference to this certification.

Decisions and documents related to the procedure regarding suspension of certification are provided to the client in a documented manner and are attached to the documentation of the relevant certificate.

At the end of the certificate suspension period, the Certification Body checks whether the pre-specified conditions necessary to restore the validity of the certificate are met.

If these conditions are met, the validity of the certificate is restored, about what Certification Body notify the client in a documented manner.

The period of certificate suspension is included in its validity period.

Certification may be withdrawn:

- if the client did not take sufficient action in the event of suspension,
- if the standards or rules are changed and the client fails to ensure compliance with the new requirements,
- if the product is no longer manufactured or if the client stops operating and reports the resignation from the certificate,
- if there is violation of the terms of the contract on how to use the certificate.

The decision about withdrawn of certification is provided to the Client in a documented manner.

In the event of withdrawal of certification, the Client is obliged to cease using all advertising materials containing any reference to this certification.

Extension, reduction, suspension or withdrawal of certification is entered in the list of issued certificates.

9. Legal liability.

The certificate obtained does not release the Client from the product liability and the consequences of using the product of inadequate quality.

The certification process does not include the analysis of documentation of the subject of assessment in the light of applicable acts on copyright and related rights as well as on industrial property law.

10. Complains and appeals

The applicant, the certificate holder or other parties have the right to appeal in writing from the decision made by the Certification Body at each stage of the certification procedure or within the certificate validity period. All appeals and complaints of suppliers, organizations/clients, certificate holders are considered in the Certification Body in accordance with the principle of protection of interests of the supplier, organization/client.

Any complains or appeals should be delivered to Certification Body within 14 days from the date of receiving the decision. The client will be informed about the result of the appeal proceedings within 30 days.

In the case of any disputes, the final decision is made by the Common Court with territorial jurisdiction over the registered office of Certification Body.



11. Public information.

The Certification Body keeps and publishes:

- information about certification activities,
- information about suspension or withdrawal of certification.

The certification body maintain information on certified products which contains at least the following:

- a) identification of the product;
- b) the standard(s) and other normative document(s) to which conformity has been certified;
- c) identification of the client

Certification Body provide information about the validity of a given certification.





Annex No 1

**List of activities conducted under flexible scope according to which
 the Certification Body conducts voluntary product certification to confirm
 compliance with the applicable standards**

Product(s)	Standards
Equipment intended for use in potentially explosive atmospheres	EN 1127-1:2019 EN 1127-2:2014 EN 1755:2015 EN 1834-1:2000 EN 1834-1:2000 EN 1834-1:2000 EN 14986:2017 EN 50303:2000 EN IEC 60079-0:2018 IEC 60079-0:2017 EN 60079-1:2014 IEC 60079-1:2014 EN 60079-2:2014 IEC 60079-2:2014 EN 60079-5:2015 IEC 60079-5:2015 EN 60079-6:2015 IEC 60079-6:2015 EN 60079-7:2015 IEC 60079-7:2015 EN IEC 60079-7:2015/A1:2018 IEC 60079-7:2015/AMD1:2017 EN 60079-11:2012 IEC 60079-11:2011 IEC 60079-11:2023 EN 60079-13:2017 IEC 60079-13:2017 EN 60079-15:2010 IEC 60079-15:2010 EN IEC 60079-15:2019 IEC 60079-15:2017 EN 60079-18:2015 IEC 60079-18:2014 EN 60079-18:2015/A1:2017 IEC 60079-18:2014/AMD1:2017 EN 60079-25:2010 IEC 60079-25:2010 EN IEC 60079-25:2022 IEC 60079-25:2020 EN 60079-26:2015 IEC 60079-26:2014 IEC 60079-26:2021 EN 60079-28:2015 IEC 60079-28:2015 EN 60079-30-1:2017 IEC/IEEE 60079-30-1:2015



Product(s)	Standards
	EN 60079-31:2014 IEC 60079-31:2013 IEC 60079-31:2022 IEC 60079-33:2012 EN 60079-35-1:2011 IEC 60079-35-1:2011 EN ISO/IEC 80079-34:2020 ISO/IEC 80079-34:2018 EN ISO 80079-36:2016 ISO 80079-36:2016 EN ISO 80079-37:2016 ISO 80079-37:2016 EN ISO/IEC 80079-38:2016 ISO/IEC 80079-38:2016 EN ISO/IEC 80079-38:2016/A1:2018 IEC/TS 60079-46:2017

Limits of flexibility:

- 1) Use of updated product certification schemes
- 2) Use of updated normative requirements and provisions regarding products

