iktatószám helye

EX-ON ENGINEERING Ltd.

Explosionproof Equipment and Protection System Certification Body

H-1183 Budapest, Örs str. 3.

Telefon: +36-1-297-0279

Fax: +36-1-290-2867

Honlap: www.ex-on.hu

E-mail: info@ex-on.hu

CERTIFICATION GUIDE

A Guide for those manufacturers or their authorised representatives who want to carry out a certification of explosionproof equipments or protective systems at EX-ON Engineering Ltd. Explosionproof Equipment and Protection System Certification Body (hereinafter referred to as Certification Body).

EX-ON Mérnökiroda Kft.
1183 Bp., Örs utca 3.

tel.: +36 1 297 0279
fax.: +36 1 290 2867

www.ex-on.hu

1. CERTIFICATION

1.1. Directive 2014/34/EU of the EU on the "harmonisation of the laws of the Member States relating to equipment and protective systems intended for use in potentially explosive atmospheres" as well as the Hungarian Decree 35/2016. (IX. 27.) NGM of the Minister for Economy states on the examination and certification of equipments and protective systems intended for use in potentially explosive atmospheres that the equipments and protective systems (hereinafter referred to as equipment) can only be distributed or used if the manufacturer or its authorised representative has issued the manufacturer's conformity statement after the prescribed conformity evaluation process, and the conformity marking is placed on the equipment.

1.2. The conformity evaluation procedures are carried out by the appointed/registered organisation (Certification Body) except for equipments that fall into category 3 of application group II.

1.3. According to the Directive, appointment/registration is the duty of the government authority appointed by the state.

1.4. If the manufacturers or their authorised representatives hands in the request form according to the prescriptions as well as all documents needed and the examination sample, and the equipment meets the basic health and safety standards including the conditions prescribed for the application group and category of the equipment, the appointed/registered body (Certification Body) issues the relevant certification.

2. ORDER/CONTRACT

2.1 For the certification of the equipments and protective systems a written request form is to be handed in to the Certification Body attaching the examination documentation and a sample (on the basis of agreement). The Certification Body gives a written offer for the certification. After acceptance a contract is made with the Principal. The licensed marking of the notified body has been declared in the „Handbook of EX-ON image" (MIK-ATSZ-M12-08), which will be sent with the written offer.

2.2 The request form has to contain the technical details (for each product). The examination documentation should detail the examined equipment mark/type, type of the explosion protection methods and the examination documentation types. If there is a change with the already examined and certified products, the certification number is to be provided for which the change request is relevant.

2.3 In case there are alterations, extensions or additions to the equipment that already has a conformity certification, and these have an effect on the explosion protection methods, an extension of the conformity certification can be issued after a successful documentation and sample analysis. The certification extensions are to be requested with reference to the original certification number just as the base certification.

3. DOCUMENTATION/SAMPLE

3.1 The following is to be submitted in two copies per examination documentation with legal signature, date and corporate stamp:

- The description of the equipment and its drawings, highlighting the significant details regarding to the explosion protection features,
- separately including in what way the relevant regulation requirements were taken into consideration.

3.2 From the examination documentation it should be clear according to which standard the equipment, safety, protective system was made, and what are the application group, category, protective method and temperature class requirements according which it was designed.

3.3 The language of the examination documentation (description and drawings) is Hungarian and English. The measures and units are to be added according to the International System of Units (SI).

3.4 If there are laboratory tests needed for the certification of the equipment, safety, protective system, tests and their reports are needed that are carried out by an accredited testing laboratory that is among the European Notified Organisations and operates a quality management system that is elaborated according to MSZ EN ISO/IEC 17025:2018 titled "General requirements for the competence of testing and calibration".

3.5 If certain parts of the equipment (e.g.: terminal blocks, cable transfers) originate from other manufacturers, and there are test certificates on these, the copies of these certificates are to be submitted. The electric and temperature measurement reports, the copies of examination certificates issued by other examination stations and similar documents are to be submitted as well.

3.6 On the basis of agreement, specified number of sample items must be submitted for certification.

4. CERTIFICATION PROCEDURE

4.1 The certification procedure is carried out by the Certification Body.

4.2 The certification requests are dealt with in the order of their arrival by the Certification Body. The time of the process depends on the certification procedure. The length of this is usually the shortest reasonable time - after the arrival of all documentation needed and the samples.

4.3 If the adequately altered examination documentation does not arrive in three months - after the manufacturer or its authorised representative was informed about the necessary alterations or extensions - the Certification Body closes the certification process.

4.4 The Certification Body carries out its activity in an appointed/registered status, unbiased, and independently. The Certification Body does not provide any information about the examination in progress to any third individuals without the written consent of the manufacturer or its authorised representative.

5. CERTIFICATION/INVOICE

5.1 If the documents and the examination sample submitted by the manufacturer or its authorised representative comply with the relevant prescriptions, the Certification Body issues the relevant certification. If the Certification Body decides not to grant the certification, it informs the Client in writing with a justification.

5.2 The manufacturer or its authorised representative receives one original copy of the certificate with all its annexes and the a copy of the certification documents submitted by the customer.

5.3 The Certification Body sends an invoice regarding the costs to the manufacturer or its authorised representative. The costs of the issuance of the certification depend on the quality and quantity of the work necessary to complete the certification procedure and calculated according to the relevant compensation in a format that is valid over time.

5.4 If the Certification Body refuses to issue certificate(s), a detailed justification must be given in writing. In this case, the Certification Body shall not be liable for financial or moral loss / damages suffered by the Client. This does not apply in cases where the Certification Body can be accused of negligence or serious omission. In this case, the liability for damages to the amount determined according to the liability insurance of EX-ON.

5.5 The certification costs or their proportionate ratio are invoiced even if a certification process is impliedly not continued further by the Principal or the order is explicitly withdrawn, or no certification is issued on the basis of the result of the examination.

6. CERTIFICATE MAINTENANCE / MODIFICATION / SUSPENSION / WITHDRAWAL

6.1. If the documentation and test samples submitted by the manufacturer or his authorized representative meets the relevant requirements, the certification body shall issue the relevant certificate.

6.2. If the Customer (manufacturer or its authorized representative) initiates a change in connection with the issued certificate, in order to extend or reduce its scope of application or makes any changes to the certified equipment, it entails a new certification procedure.

6.3. In all cases where non-compliance with the certification requirements is demonstrated (either as a result of supervision, surveillance or otherwise), Certification Body depending on the non-compliance:

+ maintains the certificate under prescribed conditions (eg. enhanced surveillance, supervision),
+ suspend the certification until the Client takes corrective action,
+ withdraw the certification.

6.4. If the Certification Body withdraws the certification (at the request of the Client or for any other reason substantiated by evidence) or suspends it, the Certification Body takes the steps required by the certification system and makes all necessary changes to the certification documents, public information, permission to use the mark, etc., to ensure that so that there are no indications that product certification will continue.

6.5. The certificate must be withdrawn if:

+ , the owner of the certificate stop to manufacture or sell the product and makes an official declaration to this procedure,
+ the certificate holder has ceased to exist,
+ the manufacturer's documentation, on which the certification is based and the products manufactured on this basis change significantly

+ The Customer does not fulfill its written obligation and manufactures and distributes products that differ significantly from the product(s) specified in the certificate.

6.6. The Certification Body may withdraw the certificate if:

+ the Customer sells a product that differs from the test documentation and sample or does not meet the requirements for other reasons;
+ the information on the data plate of the product differs from the information recorded in the certificate or contains misleading information, but the essential health and safety requirements are not affected by this.

6.7. In the event of non-conformity of products inspected in accordance with the conformity assessment procedures determined in Annex IV. (Module D: Conformity to type based on product quality assurance) or Annex VII (Module E: Conformity to type based on product quality assurance) of Directive 2014/34 / EU and the relevant Hungarian NGM Decree 35/2016. (IX. 27), which affects explosion safety and safety of life and property, the Certification Body withdraws the previously issued Certificate, request the Customer to the cessation of the use of the licensed label and confomity mark, the stop of different production and at the same time, the distribution of such non conformal products. The Certification Body recalls a copy of the certificate, which is stamped WITHDRAWN mark by the head of the administration and stored in the Archive of the Certification Body.

At the same time, the Certification Body informs the Client that it will initiate legal proceedings with the market surveillance authorities in case of their different behavior.

6.8. By withdawing a certificate, Customer loses the right to:

+ affix the mark of conformity, the notification number and the approved mark of the Certification Body to the products covered by the certificate and sell these products,
+ Mention the certification in advertising, product descriptions etc. and continue to use the certification document, certificates, and marks of conformity.

6.9. In case of the withdrawal of the certificate, the Client is obliged to return all examination and certification documents to the Certification Body.

6.10. The Certification Body shall notify the competent market surveillance authorities of the fact that the certificate has been withdrawn and the use of the authorized notification number / mark has been withdrawned.

6.11. The competent market surveillance authorities of the European Union and the Forum of European Notified Bodies will be notified by the Hungarian market surveillance authority.

6.12. If the Certification Body suspends the certification, the following shall be formulated by the head of the Certification Body and communicated to the Client:

+ the steps required to lift the suspension and restore the certification of the product in accordance with the certification scheme,
+ any other measures required by the certification.

6.13. In the event of suspension of certification, the head of the Certification Body (who has competent knowledge and is aware of all aspects of handling the suspended certification) will determine the steps required to lift the suspension for the Client.

6.14. The Certification Body manage the assessment, review or decision required to lift the suspension and required by the certification scheme in the framework of a new certification procedure.

6.15. If the certification continue after the suspension, the Certification Body makes all necessary changes to the certification documents, public information, licenses to use the marks to ensure that there are appropriate indications to continue the certification of the product.

6.16. Upon suspension, withdrawal or expiration of the certification, the Customer shall cease to use all advertising material that contains any reference to the certification resp. cease to place the product on the market in accordance to the certification body's certification system and take all the necessary measures which the Certification Body prescribes for the Client during the process of suspension, withdrawal or expiration of the certificate.

7. COMPLAINT/APPEAL

7.1 If the manufacturer or its authorised representative believes that the Certification Body did not proceed according to the prescriptions can make a complaint to the Certification Body, or directly to the supervisory organisation of the Certification Body.

7.2 After the investigation of the complaint, depending on its result, the manufacturer or its authorised representative can bring an appeal, which is to be submitted to the General Executive of EX-ON Engineering Ltd.

7.3 If the manufacturer or its authorised representative does not agree with the decision made by the Certification Body can directly turn to a civil law court.

8. LICENSED LABEL OF THE CERTIFICATION/CERTIFICATION BODY

8.1 In the framework of the conformity evaluation procedure, the Certification Body completes the conformity assessment procedures related to conformity to type based on quality assurance of the production process or the conformity to type based on product quality assurance.

8.2 The manufacturer or its authorised representative has to do everything in order to obtain a quality assurance system prescribed in the conformity evaluation procedures, or in the lack of these, to take measures that are equivalent to the quality assurance requirements during the product design elaboration, production and distribution.

8.3 On the data plate of the equipment that has a certification, the manufacturer or its authorised representative has to include the conformity marking (CE marking), and the licensed marking of the Certification Body („Handbook of EX-ON image": MIK-ATSZ-M12-08).

8.4 , the ID number of the registered organisation (Certification Body) as well as the certification number.

8.5 If the manufacturer or its authorised representative is entitled to complete the conformity evaluation procedure, it can include the CE marking on the equipment.

8.6 If the manufacturer or its authorised representative produces or distributes the certified equipment in a way that it differs from the documentation, the Certification Body can withdraw the certification.

9. EXAMINATION-CERTIFICATION COSTS

9.1 The Certification Body carries out its certification activity for a certain fee.

9.2The accounting bank of EX-ON Engineering Ltd. is: Raiffeisen Bank Zrt.

Bank account: 12011856-01590509-00100002

10. GUIDE / OTHER DOCUMENTS

10.1 The certification guide published by the Certification Body is available at (www.ex-on.hu) for free of charge.