

DELTA, Danish Electronics, Light & Acoustics

Conditions and Terms of Product Certification

1. SCOPE

The scope for this document is to inform applicant on the conditions and terms of certification. These conditions and terms of certification are valid for product certification of **weighing instruments and multi-dimensional measuring instruments** as conducted by DELTA as notified body for product certification.

1.1. Overall process flow

It is assumed that the applicant in conjunction with application provide proof of compliance, i.e. testing report according to technical requirement. Thus, **all testing has taken place prior to application** for certification. Such proof has to be issued by accredited laboratories such as DELTA accredited testing laboratories.

Application for certification is done as described in Section 3, Application for Certification.

2. CERTIFICATION

2.1. Granting of certification

Product certificates are granted for weighing instruments and multi-dimensional measuring instruments complying with relevant EU-Directives. Granting of certification is given after a thoroughly evaluation of compliance conducted by DELTA. Certificates are granted for a period of 10 years.

2.2. Maintaining certification

It is the responsibility of the applicant to inform DELTA on any changes to the certified product, its identification or its manufacturing, which may affect or jeopardise compliance with the conditions given in relevant product certificate. This includes information on applicants, company or manufacturer's data or coordinates. Certification will be maintained based on this information.

2.3. Extending certification

Certification is extendable in periods of 10 years on applicant's request. Such extension requires evaluation of the initial documentation and any changes to the product and its manufacturing.

2.4. Withdrawing certification

Any information becoming known to DELTA on potential misuse of certification or misuse of marks will be recorded. Certification may be withdrawn based on the extent and type of misuse.

3. APPLICATION FOR CERTIFICATION

3.1. Applying for certification

Application form is available at DELTAs web www.delta.dk , e-mail jhj@delta.dk or phone +45 7219 4459.

3.1.1. Information on requested certification

DELTA requires completion of a formal application form, [DQF-113](#), signed by a duly authorized representative of the applicant, in which or attached to include the following:

- a. *the scope of the desired certification, i.e. NAWI, MID;*
- b. *corporate name, address and legal status;*
- c. *a definition of the products to be certified,*
- d. *standards against which each product is to be certified, if known to the applicant.*
- e. *a statement that the applicant agrees to comply with the requirements for certification and to supply any information needed for evaluation of products to be certified*
- f. *a statement that the applicant agrees to allow DELTA to submit certificate and its adjoined report to relevant authority on request from such authority.*

3.1.2. Requirement to applicant.

- a. *The applicant is always to comply with the requirements of the certification programme;*
- b. *The applicant shall make all necessary preparation for the conduct of the certification, including provision of documentation and access to all records for the purposes of evaluation.*
- c. *Claims given by applicant regarding certification may only be done in respect of the scope for which certification has been granted;*
- d. *The applicant may not use any given product certification in such a manner as to bring the certification body into disrepute and may not make any statement regarding its product certification which the certification body may consider misleading or unauthorized;*
- e. *The applicant shall upon cancellation of certification, discontinue its use of all advertising matter that contains any reference thereto and returns any certification documents as required by DELTA;*
- f. *The applicant may only use certification to indicate that products are certified as being in conformity with specified standards,*
- g. *The applicant shall endeavour to ensure that no certificate or report nor any part thereof is used in a misleading manner,*
- h. *The applicant shall in making reference to its product certification in communication media such as documents, brochures or advertising, comply with the requirements of the certification body.*
- i. *The above-mentioned conditions shall be confirmed with applicant signature on the application form.*

4. USE OF CERTIFICATES AND MARKS OF CONFORMITY

4.1. Control of ownership

DELTA exercise control over ownership, use and display of certificates, marks of conformity and restrictions of its use is given in the certificate and in the application form.

4.2. Use of certificates and marks

Terms and use of certificates and marks permitted by DELTA is defined in the certificate.

4.3. Use of Marks of conformity

Incorrect references to the certification system or misleading use of certificates or marks, found in advertisements, catalogues, etc., is dealt with by suitable action set up by DELTA.

5. APPEALS, COMPLAINTS AND DISPUTES

5.1. Forum

Appeals, complaints and disputes brought before the certification body by applicants or other parties are subject to the processed according to the procedures of the certification body.

5.2. Records and actions

DELTA



- a. keep record of all appeals, complaints and disputes and remedial actions relative to certification;
- b. take appropriate subsequent action and;
- c. document the action taken and its effectiveness.

6. COMPLAINT(S) TO APPLICANT

Applicant of certified products is to:

- a. keep a record of all complaints made known to the supplier relating to a product's compliance with requirements of the relevant standard and to make these records available to the certification body when requested;
- b. take appropriate action with respect to such complaints and any deficiencies found in products that affect compliance with the requirements for certification;
- c. document the actions taken and
- d. inform DELTA in case such complaint may affect conformity of the product.

Surveillance of suppliers quality management system and complaint related hereto is carried out according to relevant certification system chosen by supplier.

7. DUTIES OF INFORMATION

DELTA is a notified body and according to the MID-directive obligated to provide information on certified products to affected authorities. DELTA fulfil this obligation by publishing resulting product certificates at www.delta.dk.

8. POINT OF CONTACTS

Point of contacts for DELTA in terms of product certification is

DELTA

Att: Jens Hovgård

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