

Sender:

Date of receipt at IFA:

Institut für Arbeitsschutz
der DGUV (IFA)
Alte Heerstr. 111

53754 Sankt Augustin

Germany

Your Ref./Message

Our Ref.

Tel.

Date

O r d e r

We intend to charge the Institut für Arbeitsschutz der DGUV (IFA) with the below specified testing and/or certification of and/or control measures for the product

(see enclosures)

Desired type of test and/or certification and/or control measure ¹⁾

The signed enclosures will be part of the order. The order will only become valid on signature of the contract by the customer and the supplier.

signature of customer:

Enclosures

¹⁾ p.t.o.

Extract from the Rules of Procedure for Testing and Certification carried out by the Test and Certification Bodies in DGUV Test – Testing and Certification Network of the German Social Accident Insurance

BGG/GUV-G 902, September 2010 „Prüf- und Zertifizierungsordnung der Prüf- und Zertifizierungsstellen im DGUV Test“

4 Scope of the order

4.1 The type and scope of the order shall be specified unambiguously. In particular, distinctions must be made between:

- a) type testing in accordance with Article 7 of the German Equipment and Product Safety Act including the issuing of a test report and a GS test certificate to grant the GS mark;
- b) EC type testing in accordance with an EC directive including the issuing of a test report and an EC type test certificate. Authorisation to affix the DGUV Test mark may be ordered additionally;
- c) type testing for verification of compliance with legal bases (e.g. EC directives, German Equipment and Product Safety Act), standards or other health and safety requirements including the issuing of a test report and a type test certificate. Authorisation to affix the DGUV Test mark may be ordered additionally;
- d) testing of aspects of types to determine compliance with health and safety requirements;

If the test involves a mark being granted, authorisation to affix the DGUV Test mark can be ordered in addition;
- e) testing of the technical documentation including the issuing of a certificate of adequacy;
- f) auditing and certification of a quality management system in accordance with DIN EN ISO 9001, an EC directive or with Article 7 (2) of the German Equipment and Product Safety Act.

When the order is placed, notification must be given if, rather than testing and certification,

- only a test is to be carried out, with a test report issued afterwards, or
- only certification, based on an existing test report, is to be carried out.

4.2 Control measures are necessary for particular types of order. The procedure to be followed in such cases is described in Section 11 of these Rules of Procedure for Testing and Certification.