Information Bulletin

Declaration of different trade name/model number to that on test report

STANDING COMMITTEE OF OFFICIALS (SCO)
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General

Details of the nameplate for each model number and trade name of the equipment being certified is required before certification can be issued. Sometimes this may be different to the example nameplate details in the test report, even though the equipment to be sold is identical to the equipment of the test report except for the nameplate marking details of trade name and model number.

Requirement

- If a certificate is being issued, no certifier shall issue a certificate unless they have a copy of each of the nameplate details of the equipment being certified in their certification folder (a nameplate for each unique Model and Trade Name - each nameplate listing the unique Model and Trade Name) and have assessed the nameplate details as complying with the requirements of the relevant standard, Equipment Safety Rules and any guidance information issued by EESS regulators (For clarity - a copy of each nameplate for each individual model being certified is to be within the certification file, not necessarily every nameplate has to be on the certificate – nameplate details on certificate to be as per requirements for details on certificates – displaying a nameplate image on a certificate on the EESS platform is currently optional).

  Note: Either finished artwork (e.g. pdf format) or an actual image of the nameplate label are both acceptable to be used within the declaration.

- The declaration must come from the manufacturer (or duly authorised manufacturers agent – if such authorised agent is used the relevant authorisation documentation must be included).

  Example A attached shows the manufacturers certificate applicant declaration - preferred declaration layout and details.

Background

Equipment Safety Rules allows for a declaration of trade name and model number if the equipment being sold is not the trade name and model number shown on the test report but is nevertheless identical to the equipment tested:

If the Test Report has different marking details listed to those that will be on the product that will be manufactured and supplied, details of the final markings must be supplied. An explanation of the differences should also be supplied.

If the Test Report lists a different model number and/or trade name to that which will be on the product that will be manufactured and supplied, then details of the model numbers and declaration by the applicant/manufacturer stating the link between the models is required.

Example A – manufacturers declaration - preferred declaration layout and details:

I <name of person making declaration> , having authority from the manufacturer of the equipment <manufacturers name and address, as per manufacturer details on certification file> declare that the following model and trade names listed are identical in every aspect to that on the test report <test report number> except for the details of the model number and trade name, and the nameplate on the equipment will be identical to that shown in the attached artwork (or images) of the nameplates.

Model number of equipment	*Trade name of equipment*	*Model number in test report*	*Trade name in test report*	*Attached nameplate example #<example number related to the nameplate layout in attachment>*

<signature of person making the declaration>
<name of person making declaration>
<tile of person making the declaration/role of the person in the manufacturer organisation>
Or
*<duly authorised manufacturers agent>**
<name of manufacturer>
{attachment – each page signed by the person making the declaration - to have copy of each nameplate for each model number/Trade name related to the declaration with a numbering to indicate which example # it is in the table of the declaration}
**{additional attachment if relevant – if such authorised agent is signing declaration, then the relevant authorisation documentation must be included}*