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RAR

**REGULATION TO USE THE RAR-OCP LICENCE,
CERTIFICATE OF CONFORMITY, CERTIFICATION
MARKING AND CONFORMITY MARK
code RU – 00, edition 3, revision 1**


OCP

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Controlled / informative document

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		EDITION: 3
		REVISION: 1
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EDITIONS / REVISIONS INDICATOR

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1 GOAL

The Regulation to use the RAR-OCP licence, certificate of conformity, certification marking and conformity mark, hereinafter referred to as Regulation, describes the conditions for use and the manner of verifying the use of the licence, certificate of conformity, certification marking and conformity mark, issued by RAR-OCP.

2 SCOPE

This Regulation will be applied by the licence holders, in order to use correctly the RAR-OCP licence, certificate of conformity, certification marking and conformity mark, and by RAR-OCP personnel, in order to check the manner of use of the licence, certificate of conformity, certification marking and conformity mark, issued by RAR-OCP.

3 REFERENCE DOCUMENTS AND RELATED DOCUMENTS

3.1 Reference documents

- | | | |
|-------|----------------------------------|--|
| 3.1.1 | RG-OO | General rules regarding the product certification |
| 3.1.2 | <u>SR EN ISO/CEI 17065: 2013</u> | <u>Conformity assessment. Requirements for bodies certifying products, processes and services.</u> |

3.2 Related documents

- | | | |
|-------|----------------------------|--|
| 3.2.1 | PG-05 | Treating the misuse of RAR-OCP licence, certificate of conformity, certification marking and conformity mark. |
| 3.2.2 | <u>ISO/IEC Guide 23-06</u> | <u>Methods for indicating conformity with standards in third party certification systems</u> |
| 3.2.3 | <u>ISO/IEC Guide 27-06</u> | <u>Guidelines for corrective actions to be applied by a Certification body in case of abusive use of its conformity mark</u> |
| 3.2.4 | <u>ISO/IEC Guide 28-07</u> | <u>Conformity Assessment – Guidance on a third-party certification system for products</u> |

4 DEFINITIONS AND ABBREVIATIONS

4.1 Definitions

4.1.1 Client: organisation or person who has responsibility, toward a certification body, to ensure that the certification requirements, including the product requirements, are fulfilled. Definition may be applied to producers, authorized representatives, importers, distributors, etc.

4.1.2 Certificate of conformity: document, issued under the procedures of a third-party certification system, which certifies that a product or a service complies with the specified standards or with other technical specifications.

4.1.3 Conformity mark: legally registered certification mark, applied or issued under the procedures of a third-party certification system for a product or service, which complies with the specified standards or with other technical specifications

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4.1.4 RAR-OCP Certification marking: graphic symbol which indicates that the product in question is certified by RAR-OCP and was manufactured during the validity term of the licence issued by RAR-OCP.

4.1.5 Licence (for certification): document, issued under the rules of a certification system, by which a certification body grants to a person, organisation or body the right to use the certificate, the certification marking, the conformity mark for his products, processes or services, according to the related certification schema rules.

4.1.6 Licence holder (for certification): person, organization or body to whom was granted a licence by a certification body.

4.2 Abbreviations

- | | | |
|-------|---------|-----------------------------------|
| 4.2.1 | RAR | Romanian Automotive Register |
| 4.2.2 | RAR-OCP | Product Certification Body of RAR |

5 GENERAL CONDITIONS ON RAR-OCP CERTIFICATION MARKING AND RAR-OCP MARK OF CONFORMITY

5.1 The RAR-OCP Certification marking and the RAR-OCP Conformity mark must have the form, sizes and inscriptions set out in the Appendix.

5.2 The RAR-OCP Certification marking and the RAR-OCP Conformity mark are the exclusive property of RAR-OCP, are managed by RAR-OCP and can not be concessioned or be the subject of enforcement measures.

5.3 The right to use the RAR-OCP Certification marking and the RAR-OCP Conformity mark can be exercised exclusively by the licence holder.


5.4 The licence holder must use the licence, the certificate of conformity, the RAR-OCP certification marking and the RAR-OCP conformity mark in a manner that does not suggest the certification of the quality system of the certified product supplier.

6 ISSUING THE CERTIFICATE OF CONFORMITY, THE LICENCE, THE RAR-OCP CERTIFICATION MARKING AND THE RAR-OCP MARK OF CONFORMITY

The RAR-OCP Certificate of conformity, code DG-01-08, the RAR-OCP certification marking and the RAR-OCP conformity mark must be issued by RAR-OCP, upon granting the certification, together with the licence, code DG-01-09, in compliance with the General Rules regarding the product certification, code RG-00, after the licence holder signs the Surveillance agreement, code DG-06-01 and the Commitment regarding the use of the RAR-OCP licence and certificate of conformity, code FG-05-01.

7 APPLICATION OF THE RAR-OCP CERTIFICATION MARKING AND OF THE RAR-OCP CONFORMITY MARK

7.1 Application of the RAR-OCP certification marking and of RAR-OCP conformity mark may be performed, by the licensee, by several methods, namely, by printing, imprinting, screen-printing, punching, engraving, stamping, labeling or by other methods of his own. The RAR-OCP certification marking and the RAR-OCP mark of conformity may be applied on the products/products packaging and/or on the accompanying documents thereof.

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7.2 Application of the RAR-OCP certification marking and of the RAR-OCP conformity mark by the licensee must be performed in a controlled regime, namely, by keeping under control the stamp, the printed / imprinted forms, the punches used, the mode of engraving or stamping the marking and the mark, the self-adhesive labels used.

7.3 The stamp, punch or any other means of applying the RAR-OCP certification marking and of the RAR-OCP conformity mark must be identified and kept in conditions which ensure their integrity and the use thereof only by the person/personnel designated by the licensee.

7.4 The method of application and the identification of the means of applying the RAR-OCP certification marking and of the RAR-OCP conformity mark, together with the necessary details must be communicated to RAR-OCP.

8 CONDITIONS FOR USING THE RAR-OCP CERTIFICATE, CERTIFICATION MARKING AND CONFORMITY MARK

8.1 RAR-OCP certificate of conformity, RAR-OCP certification marking and RAR-OCP conformity mark must be used by the certification applicant, only after obtaining the RAR-OCP Licence and in terms of compliance with this Regulation.

8.2 RAR-OCP Certification marking and RAR-OCP conformity mark can be applied on the manufactured/imported certified products during the validity term of the RAR-OCP licence, only if RAR-OCP has granted its application consent (the authorization is set out by the RAR-OCP Licence).

8.3 RAR-OCP Certification marking and RAR-OCP Conformity mark must be applied visibly, without any possibility of confusion, on the certified product or on the packaging thereof, as possible, and correlated with the requirements regarding the product marking, set out in the reference normative documents of the product.

8.4 RAR-OCP Conformity mark must be applied exclusively on products whose conformity has been fully checked (not only for certain components of the products) and in relation with all the requirements of the reference normative documents.

8.5 RAR-OCP Certification marking and RAR-OCP Conformity mark must be applied, usually, only on the documents referring to the normative documents that products comply with.

8.6 Any reference to the licence, the certificate of conformity, the RAR-OCP certification marking and the RAR-OCP conformity mark must be made exclusively for the certified products, without any ambiguities or possibilities of confusion with other products.


8.7 During the period when the licence is not valid, for example, during the suspension of the certification, the licence holder is not entitled to use the RAR-OCP certification marking and the RAR-OCP conformity mark, or to make reference to that certification.

8.8 RAR-OCP must keep records of the RAR-OCP Conformity marks issued to licence holders, by filling in the relevant data in the „Certificates of conformity records” Registry, code FG-01-13.

9 VERIFICATION OF USE OF THE CERTIFICATE, THE RAR-OCP CERTIFICATION MARKING AND THE RAR-OCP CONFORMITY MARK

9.1 Within the surveillance actions, scheduled or unscheduled, RAR-OCP verifies how the licensee fulfills the provisions of this Regulation about:

- a) keeping under control the mean of applying the RAR-OCP certification marking and the RAR-OCP conformity mark: stamp, punch, label, etc. (subchapter 7.2 hereof);
- b) the situations and the conditioning of application for the RAR-OCP certification marking and the RAR-OCP conformity mark (subchapters 8.1 ... 8.6 hereof);

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- c) the interdiction regarding the use of the RAR-OCP certification marking and the RAR-OCP conformity mark, as well as referring to certification within the period when the licence is not valid (subchapter 8.7 hereof);
- d) the manner of affixing the RAR-OCP certification marking and the RAR-OCP conformity mark.


9.2 If, during the surveillance activities of the product conformity, the licensee fails to comply with the provisions hereof, RAR-OCP will act according to the procedure „Treating the abusive use of the licence, of the certificate, the RAR-OCP certification marking and of the RAR-OCP conformity mark” code PG-05, namely suspending / withdrawing of the certification.

9.3 The actions taken by RAR-OCP regarding the suspension / withdrawal of the certification of the licensee may be contested, in accordance with General rules regarding the product certification, code RG-00, provisions.

10 DISTRIBUTION OF REGULATION

10.1 This Regulation is supplied by the Secretariat of RAR-OCP within the RAR-OCP Informative Documents Portfolio to certification applicants, after receiving the written certification application.

10.2 The amendments or new editions of this Regulation are supplied to the licence holders by the Secretariat of RAR-OCP, within five days as of the enforcement thereof.

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APPENDIX

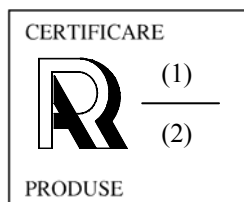
RAR-OCP Certification Marking



NOTES:

- 1 The sizes of the certification marking, $H = 25$ mm and $L = 30$ mm, may be increased or decreased proportionally, preferable at scales 1:2 and 2:1, depending on the product sizes, the product packaging or of the document on which the certification marking is applied.
- 2 The certification marking will be represented in colors white - black or grey-blue.

RAR-OCP Conformity Mark



- KEY:**
- (1) number of the Certificate of conformity / the Licence
 - (2) date of the Certificate of conformity / the Licence issuance

NOTES:

- 1 The sizes of the RAR-OCP conformity mark, $H = 25$ mm and $L = 30$ mm, may be increased or decreased proportionally, preferable at scales 1:2 and 2:1, according to the product sizes, the product packaging or of the document on which the conformity mark is applied.
- 2 The conformity mark will be represented in colors white – black.
- 3 The conformity mark will be applied in the left part or under the indicative of the product reference normative document.