

Crt. No.	REQUESTED DOCUMENTS	CERTIFICATION SCHEME NO.			
		1	2	3	4
1	Certification application, code FG-01-01	●	●	●	●
2	Chamber of Commerce and Industry registration certificate, or equivalent document for external applicants	●	●	●	●
3	Empowerment for representation from the producer	○	○	○	-
4	Document for the manufacturer's quality management system certification issued by a recognized system certification body	-	●	-	-
5	Self assessment questionnaire, code FG-01-02	●	-	-	-
6	Normative reference document/s for the product: national / international standard, international regulation, directive, technical specification / company standard or any other document based on one or more of the mentioned documents	●	●	●	●
7	Declaration of conformity	●	●	●	●
8	Test reports / Product analysis bulletins	Optional			
9	Certificate of conformity / Product/s homologation, previously obtained	○	○	○	○

Key: ● - presentation of the document is mandatory;
○ - presentation of the document is necessary, as appropriate, depending on the product to be certified and / or the certification applicant quality.

Notes:

- The documents mentioned at crt. no. 2 to 9, applicable according to the chosen certification scheme, are presented together with the certification application and should be dated, approved / signed, in original, or copy assumed in terms of compliance with the original (signature).
- The term "product" is used with the significance of "spear part", "car accessory", "service", "operating material".
- For the series manufactured products certification system, if the applicant has the quality of representative of the manufacturer he should present the Empowerment for representation from the producer. In this empowerment should be stated that the applicant has the rights to certify that product in Romania. If the applicant does not have a empowerment for representation directly from the producer, he will provide empowerments for which set out the traceability from the producer to the applicant.
- The Normative reference document/s for the product, required by crt. no. 6, can be: a national / international standard, a international regulation, a directive, a technical specification / a company standard, drawn up according to SR ISO/IEC 17007:2010 standard (Conformity assessment. Guidance for drafting normative documents suitable for use for conformity assessment) or DG-01-15 (Guide for preparing the technical specification / company standard). That / these documents should specify, as applicable: product types/variants, intended use, technical requirements and regulations applicable to the product, product characteristics and their deviations limits, test methods and number of samples to be tested, test category (type tests, batch tests, surveillance tests), packaging, storage, preservation, transport, assembly and using instructions, warning on the risks of use, marking means, etc.