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|  | **OPERATIONAL DOCUMENT** | **CIG 022****Section B.1** |
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| **Pre-Licence Factory Inspection Questionnaire**TO BE COMPLETED BY THE LICENCE HOLDER |
| WARNING:THIS DOCUMENT IS ONLY VALID IF USED BY ECS MEMBERS AND THEIR AUTHORISED AGENTSCOVER PAGE EXCLUDED FROM PAGE NUMBERING |
| Approved by: | MCCB meeting 10 April 2019 | No. of pages: 3 |
| Date of issue: | April 2019 |  |
| Supersedes: | PD CIG 022 Section B.1 - September 2014 | Page 1 of 3 |

OD CIG 022 SECTION B.1

Questionnaire to be completed by the Licence Holder

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| B.1.1  | Licence Holder’s name and address: |
| Licence holder’s name: |       |
| Street and No.: |       |
| Postal Code: |       |
| City: |       |
| Province: |       |
| Country: |       |
| Telephone: | Country Code:       City Code:       Phone:       |
| Fax: | Country Code:       City Code:       Phone:       |
| E-Mail: |       |
| Licence holder’s representative name and contact data: |
| Name: |       |
| Function: |       |
| Telephone: | Country Code:       City Code:       Phone:       |
| Fax: | Country Code:       City Code:       Phone:       |
| E-Mail: |       |
| B.1.2  | Category(ies), brand(s) and type designation(s) of the products for which the Certification Mark has been requested: |
|       |
| B.1.3  | Which Certification Mark is requested according to which standards?*Please specify the requested type-approval procedure (e.g. ENEC, CCA or National).* |
|       |
| **B.1.4**  | **Control of Production** |
| The following questions need only to be answered if the Licence Holder is not the factory: |
| 1) Are you the owner of the product design for the products as per B.1.2? | [ ]  yes | [ ]  no |
| 2) Are you keeping control of design modifications for the products as per B.1.2? | [ ]  yes | [ ]  no |
| 3) Do you control the quality system of the factory/factories producing the products as per B.1.2? | [ ]  yes | [ ]  no |
| 4) Does your contract with the factory/factories producing the products as per B.1.2 cover questions 1, 2 and 3? | [ ]  yes | [ ]  no |
| Please describe briefly how the contract covers these questions or provide a copy:        |
| B.1.5  | Signed for the Licence Holder: |
| Name and Function: |       |
| Place and Date:       | Signature: |

 ***Note:*** *The signatory to this form declares the accuracy of the information provided.*