



## **Glossary, Acronyms and Definitions**

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### 1. GLOSSARY AND ACRONYMS

Acronyms	Description	Doc Nr	§
AD	Administrative Document		
AO	Approval Organisation (= HAR CB, until 2004)	PD3	
AQL	Acceptable Quality Level		
ARF	Assessment Report Form	LOVAG	
ASE	Administrative Scope Extension	OD ECS 055	2
BoD	Board of Directors of ETICS	PD-ETICS-001 PD-ETICS-004 OD ECS 099 <a href="#">ETICS homepage</a>	
CAB College	EAAB College of Conformity Assessment Bodies		
CB	Certification Body	PD ECS 051	2
CBTC	CB Test Certificate	OD ENEC 310	
CBTL	CB Testing Laboratory of the IECEE CB Scheme		
CBTR	CB Test Report	OD ENEC 310	
CCA	CENELEC Certification Agreement	AD ECS 005	
CCA-EMC	CCA Scheme for Electromagnetic Compatibility		
CCAF	CENELEC Conformity Assessment Forum (20xx-20xx)		
CIG	Common Interest Group		
CMS	Content Management System		
CoC	Claim of Capability	OD ECS 055	
CSBs	Companion Standardization Bodies	PD11	4
CTL-ETF	IECEE CTL Expert Task Force (e.g. 05 "LITE, SAFE")		
DAV	Date of availability	OD ECS 012	3
DBT	Directive Base Tension (= LVD)		
DMA	Delegated Modification Authorisation procedure	OD ECS 041	4

Acronyms	Description	Doc Nr	§
DOA	Date of Announcement: latest date by which the existence of an EN (and HD for CENELEC), a TS or a CWA has to be announced at national level		
DOP	Date of publication: latest date by which an EN has to be implemented at national level by publication of an identical national standard or by endorsement		
DOR	Date of ratification: when the Technical Board notes the approval of an EN (and HD for CENELEC), from which time the standard may be said to be approved	OD ECS 012 PD ENEC 306	4.1 3.1
DOW	Date of withdrawal: latest date by which national standards conflicting with an EN (and HD for CENELEC) have to be withdrawn	OD ECS 012	4.1
DV	Deviation Values	PD4	2
E-CTF 1	Former TMP (CTF 1)	AD-ECS-036	
E-CTF 2	Former WMT (CTF 2)	AD-ECS-036	
E-CTF 3	Former SMT (CTF 3)	AD-ECS-036	
E-CTF Clients	E-CTF 3 (SMT), E-CTF 2 (WMT ) and E-CTF 1 (TMP) (ref. to OD ECS 032) and MPL - Manufacturer's Performance Laboratories (ref. to OD ENEC 312)	AD-ECS-036	
EAR	Extension Assessment Report	OD ECS 055	2
ECS	European Certification System	PD ECS 001 PD ENEC 302 PD ECS 051	
EE	Electronic Equipment	AD ECS 003	4.1
EGA	Extraordinary General Assembly		
EMF	Electromagnetic field	AD ECS 011 an A	1
EN	European Standard		
ENEC	European Norms Electrical Certification	AD ECS 005	
EPRS	ENEC+ Requirement Sheet	PD EPRS 001	
ESD	Electrostatic Discharge	OD CIG 021	
FA	Follow-up Assessment		
FAR	Follow-up Assessment Report	OD ECS 055	
FIA	Follow up of Initial Assessment	PD ECS 051	2
FEA	Follow up of Scope Extension Assessment	none	
FIFO	First In First Out	OD CIG 021	
FIP	Factory Inspection Procedures	AD ECS 003	4.3
FoA	Fields of activity	OD CIG 402	
FRA	Follow up of Re Assessment or Relocation Assessment	PD ECS 051	2
HA	Household Appliances	AD ECS 003	4.4

Acronyms	Description	Doc Nr	§
HAR	Harmonised European Certification Scheme for cables and cords	AD ECS 003	4.5
HAR Group	Group of representatives of the Certification Bodies, signatories of the HAR Agreement		
HAR-AC	HAR Advisory Committee	PD12	1
HAR-OSM	HAR Operational Staff Meeting	PD3	5.4
HAR-WG1	HAR Work group 1	<a href="#">ETICS homepage</a>	
HAR-WS SI	HAR WG Strategic Issues	<a href="#">ETICS homepage</a>	
HCT	HAR Comparative test	HAR OD 110	
HD	Harmonisation Document of CENELEC	OD ECS 028	2.2
HICP	Harmonised Index of Consumer Prices		
IAR	Initial Assessment Report	OD ECS 009 OD ECS 055 PD ECS 051	2
ICT	Information and Communications Technologies		
ID	Identity Declaration		
IEC TR	IEC Technical Report		
IECEE CTL	IECEE Committee of Testing Laboratories		
IN	Installation Material and Components	AD ECS 003	4.6
IPC	INSPECTION POLICY COMMITTEE	<a href="#">ETICS homepage</a>	
LA	Lead Assessor	AD ECS 091-3	2
LTR	Local Technical Representative	<a href="#">IECEE Definitions</a> OD ECS 032	
LUM	Luminaires	AD ECS 003	4.7
LVD	Low Voltage Directive	AD ECS 011 An A	1
MCCB	Management Committee of Certification Bodies	PD ENEC 306 <a href="#">ETICS Homepage</a>	2.1
MEL	Measuring equipment list	PD ENEC 306 An A	
MLA	Multilateral Agreement	OD ECS 051	1
MoU	Memorandum of Understanding	PD13	
MPL	Manufacturer's Performance Laboratory	PD ENEC 301 An E	1.2
MPLs	Manufacturer's performance laboratory	OD ECS 028	3.1
MRA	Mutual Recognition Agreement	OD ECS 051	1
MTL	Manufacturers' Testing Laboratory		
M&CC	MARKETING & COMMUNICATION COMMITTEE	<a href="#">ETICS homepage</a>	
NCR	Non-Conformity Report (attachment to an Assessment Report)	PD ECS 051 OD ECS 055	
NTR	Notification of Test Results	OD ECS 032 OD ECS 050	1

Acronyms	Description	Doc Nr	§
OD	Operational Document Normative documents approved by the members of the European Certification Systems and used to cover the various operations within the certification systems. ODs regulate for example applications, assessments, Test Report Forms, etc.	PD12 PD ENEC 302	1
OGA	Ordinary General Assembly		
OSM	Operational Staff Meeting	OD ECS 030	
OSM-BAT	Operational Staff Meeting Batteries	OD ECS 030 <a href="#">ETICS Homepage</a>	
OSM-EE	Operational Staff Meeting Electronic Equipment	OD ECS 030 <a href="#">ETICS homepage</a>	
OSM-EMC	Operational Staff Meeting Electro-Magnetic Compatibility	OD ECS 030	6.9
OSM-FIP	Operational Staff Meeting Factory Inspection Procedures	OD ECS 030 OD CIG 021 <a href="#">ETICS Homepage</a>	
OSM-HA	Operational Staff Meeting Household Appliances	OD ECS 030 <a href="#">ETICS Homepage</a>	
OSM-IN	Operational Staff Meeting Installation Material and Components	OD ECS 030 <a href="#">ETICS Homepage</a>	
OSM-LUM	Operational Staff Meeting Luminaires, relevant components and transformers	OD ECS 030 <a href="#">ETICS Homepage</a>	1.2
PD	Permanent Document. Basic regulations, agreements of ETICS or of the European Certification Systems.	PD9 PD ENEC 302	4
PID	Product identification document	OD ENEC 324 An D	
PST	Product Surveillance Testing	PD ENEC 306 Annex A	
PTS	Provisional Test Schedule	PD ENEC 303 §3 and	
PT (PVT)	Periodic Tests (previously Product Verification Tests)	PD ENEC 303 §3 and Annexes / OD CIG 021	
QA	Quality Management System Assessors	AD ECS 091-3	2
QMS	Quality Management System	HAR PD 5 OD CIG 023	1
R&ICB	CCA Recognising and Issuing Certification Body		2
RA	Re-assessment: Repeated assessment to establish continued conformity to specified requirements by existing members or participants	PD ECS 051	
RAR	Reassessment Report	OD ECS 009 OD ECS 055 PD ECS 051	

Acronyms	Description	Doc Nr	§
RCB	CCA Recognising Certification Body		
RLA	Relocation Assessment	OD ECS 051	2
RLAR	Re-Location Assessment Report	OD ECS 055	2
RMT	Recognised Manufacturer's Testing		
RS	Reduced sampling		
RT	Routine Test (100%)	PD ENEC 303 §2 and Annexes	
RTTED	Radio Equipment and Telecommunications Terminal Directive	AD ECS 011 an A	1
RY	Rolling year		
SC	Subcommittee	OD ECS 030	3.1
SEA	Scope Extension Assessment	PD ECS 051	2
SG	Secretary General of ETICS		
SI	Statement for Identification		
SMT	Supervised Manufacturer's Testing. Replaced by E-CTF.	OD ECS 028 PD ENEC 301 HAR PD6 AD-ECS-036	3.1
SoTD	Set of Technical documents	PD ENEC 306	2.2
STR	Statement of Test Results		
TC	CENELEC Technical Committee	<a href="#">OD ECS 030</a>	5.1
TL	Testing Laboratory	PD ECS 051	2
TMP	Testing at Manufacturers' Premises		3
TMPL	Testing at Manufacturer's Premises Laboratory	AD ECS 033	3.2
TO	Technical Officer of ETICS	PD ECS 051	2
TPC	Technical Policy Committee	PD ENEC 306 <a href="#">ETICS Homepage</a>	
TRF	Test Report Form	AD ECS 005 HAR PD6 OD ECS 040	
TRM	Test Requirements for Manufactures	OSM-FIP TRM template	
UTE	Union Technique de l'Electricité		
WG	Working Group in the area covered by the European Certification System		
WG CPR	HAR Working Group Construction Products Regulation		
WG SI	HAR Working Group Strategic Issues		
WG-1	HAR Working Group Technical Matters		
WMT	Witnessed Manufacturer's Testing (Stage 2)	OD ECS 033	3.3

## 2. PRODUCT CATEGORIES

To support the handling of scheme related processes, the European schemes – and the IECEE scheme – clustered the standards into “[Product Categories](#)”. The standards and the respective product category are listed in the scope of the certification schemes.

Acronym	Description
BATT	Batteries
CABL	Cables and cords
CAP	Capacitors as components
CONT	Switches for appliances and automatic controls for electrical household appliances
ELVH	Electrical vehicle
EMC	Electromagnetic compatibility
HOUS	Household and similar equipment
INDA	Industrial automation
INST	Installation accessories and connection devices
ITAV	Information technology audio video
LITE	Lighting
MEAS	Measurement, control and laboratory equipment
MED	Electrical equipment for medical use
MISC	Miscellaneous
OFF	IT and office equipment
POW	Low voltage, high power switching equipment
PROT	Installation protective equipment
PV	Photovoltaics
SAFE	Safety transformers and similar equipment
TOOL	Portable tools
TOYS	Toys
TRON	Electronics, entertainment

### 3. DEFINITIONS

Term	Description of the definition	Doc Nr	§
Administrative Document	An administrative document contains information compiled under the responsibility of the Secretariat and useful for the operation of an Agreement		
Administrative Scope Extension (ASE):	Scope extension based on prior acceptance for the IECEE CB Scheme (OD ECS 099-2).	OD ECS 009	2
Assessment	Formal, systematic and objective verification of conformity of a management system to specified requirements.	OD ECS 091-2	2
Assessment team	Group of experts composed and appointed as defined in sub-clause 4.3. in charge of the initial assessment of the candidate Certification Body and its own or employed laboratory(ies);	HAR PD3	1.2
Assessor	Person with the recognised competence and qualification to perform an assessment.	OD ECS 091-2 AD ECS 091-3	2
Attestation	Is the issue of a statement, based on a decision following review that fulfilment of specified requirements has been demonstrated		6
Body A:	Body A is the body having made the first type test for the purpose of product certification and issuing the Notification of Test Report (NTR).	OD ECS 041	4
BOARD OF APPEAL		<a href="#">See on ETICS homepage</a>	
Calibration	Calibration is the process of establishing the relationship between the test and measuring equipment and reference equipment according to the requirements as given in EN ISO/IEC 17025. The reference equipment shall have a calibration traceable to (inter)national standards and documented by a calibration certificate.	OD CIG 021	2.7
CB Accreditation	Accreditation granted to the CB by an Accreditation Body member of EA or IAF according to ISO IEC 17065	PD ECS 051	2
CB Scheme	Scheme of the IECEE for Mutual Recognition of Test Certificates for Electrical Equipment.		
Certification Body (CB)	Signatory of one or more of the European Certification Schemes.	PD ECS 050	1.2



<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
certification scheme	Rules, procedures and management for carrying out certification	ISO/IEC 17065	
certification system	Certification schemes related to specified products, to which the same specified requirements, specific rules and procedures apply.	ISO/IEC 17000	
CIG Inspection Assessor	Assessor with demonstrated experience in the inspection activity and with additional training on specified European Certification Schemes.	OD ECS 091-2	2
Claim of Capability (CoC):	Scope extension request for additional Part 2 standards or new standards falling under a Product Category for which the requesting CB/TL has already been accepted but cannot provide evidence of sufficient testing/certification experience during the last two years, i.e. standards that are not covered by accreditation or that are not included in the scope of the NCB/CBTL in the IECEE CB Scheme (OD ECS 099-1).	OD ECS 009	2
Complaint	Written expression of dissatisfaction by any person or organisation about a decision, activity or behaviour of the ECS, a Scheme, a Scheme Member or any subsidiary, instance or agent of these bodies; this includes decisions taken in peer assessment matters		
Component	Safety relevant part or subassembly intended to be installed into an end product in a factory by the end product manufacturer. Some examples are switches for end products, capacitors, filters, fuse holders, build-in power supply, internal CD Rom or hard drive, and similar	OD ECS 028	2.1
Conformity Assessment	Is a series of three functions that satisfy a need or demand for demonstration that specified requirements are fulfilled: - selection; - determination; - review and attestation.		
Co-operating organization	An organization co-operation with CENELEC is an independent European or international organization representing, with a sufficient degree of representativity within its defined area of competence, a sector or subsector of the electrotechnical field.	HAR PD13	2.1

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Co-operating organization MRA	A co-operation organization MRA is a co-operation organization composed in particular of certification bodies and/or testing laboratories active in the electrotechnical field, based on one or more of the following principles: the recognition of common procedures, such as testing procedures and test report forms; the acceptance of test results or inspection reports from another participating body as the basis for the granting of its own certificate or mark of conformity; the issue of a common certificate or European mark of conformity.	HAR PD13	2.2
CTF Assessment	CTF Assessment means systematically checking compliance with the requirements detailed in procedure OD-2048 and other relevant IECEE operating documents. Assessments may be Initial, Annual, Follow-up, On-going visits, or Re-Assessments.	od-2048_ed.1.7.	3
CTF Audit report	eg. reference to OD ECS 032. European EN safety and performance standards, OSM decisions as applicable		19
Customer's Testing Facility (CTF)	A CTF is a Customer's Testing Facility used by the CB to test specified products. The CB shall ensure continuous compliance with the relevant requirements of EN ISO/IEC 17025, ECS, all applicable Scheme Operational Documents and OSM decisions.	OD ECS 032	2
Date of cessation (doc) of presumption of conformity of the superseded Standard	The date as from which a given product or "family of products" Standard is no longer presumed to be in conformity with the essential requirements of the directive(s) applicable to it and under which a "standardisation" mandate was issued by the European Commission and the EFTA Secretariat. Normally, this date corresponds to the dow, but there are exceptional cases in which it can be otherwise.	OD ECS 012	3
Date of ratification (dor)	Date when the Technical Board notes the approval of an EN or HD, from which time the Standard may be said to be adopted	OD ECS 012	3

Term	Description of the definition	Doc Nr	§
Date of withdrawal (dow)	<p>Latest date by which national Standards conflicting with an EN or HD have to be withdrawn.</p> <p>Note 3: The CENELEC Technical Board, through decision D971015, has decided that the procedure to be followed for fixing the dow of CENELEC Standards is as follows: In principle for all Standards: dow = dor + 36 months, with the following two exceptions: i) when a deviation from the 36 months is necessary, the Technical Body will formulate the required justification for another period to be mentioned on the voting form; ii) in the case of parallel voting the dow on the voting form will always be dor + 36 months, but BT will fix the final dow in the light of the comments received and of the advice of the relevant Technical Body.</p>	OD ECS 012	3
Declaration of Experience (DoE)	Declaration of certification and/or testing experience as the basis for the assessment of the capabilities of an organisation and its future scope once it is accepted as a member (OD ECS 098).	OD ECS 009	2
Document Owner	Work group who is responsible for the maintenance of the document.		
ECS Assessment Report	<p>Documented report on assessments following the format of OD ECS 074 (for CBs) and OD ECS 075 (for TLs).</p> <p>Note: OD ECS 073 specifies general requirements on assessment reporting.</p>	OD ECS 055	2
ECS Assessment Report	Documented report on assessments following the format of OD ECS 074 (for CBs) and OD ECS 075 (for TLs)		
ECS Lead Assessor	Employee of a member or participant in an ECS and/or the HAR Scheme and lead assessor with demonstrated experience in the testing and certification of products in specified European Certification Schemes.	OD ECS 091-2 AD ECS 091-3	2
ECS Technical Assessor	Assessor with demonstrated experience in the testing of products against European standards in one (or more) specified Product Category with additional training on specified European Certification Schemes.	OD ECS 091-2 AD ECS 091-3	2
ENEC Scheme	Agreement on the use of a commonly agreed Mark of Conformity for certain electrical equipment complying with European Standards as of 12 November 1991	PD ENEC 301	
ENEC+ Scheme	The ENEC+ Scheme covers performance of products within the scope of the ENEC Agreement (in a first stage LED modules and luminaires).	PD ENEC 301 annex E	1

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
EPRS documents	The EPRS document is the requirement that is to be used for the test and certification of the ENEC+ Mark. In the EPRS listed in PD ENEC 301 Annex F, references are made to the specific standards and the allowed deviations.	PD ENEC 301 annex E	3
ETICS	The European Testing Inspection and Certification System, holding the secretariat of the European Certification Schemes.	PD-ETICS-001	1.2
ETICS Technical Officer	Technical Officer in charge of the evaluation of new applicants and their laboratories (see sub-clause 3.16) and of the reassessments, scopes of existing signatories (see sub-clause 5.5);	HAR PD3	1.2
European standards	European Harmonisation Documents (HD) and European Norms (EN) concerning electrical products, relevant for one or more of the European Certification Schemes.	OD ECS 091-2	2
Executive Board	Board of Directors. Responsibilities of the Executive Board are described in PD-ETICS-001.	PD-ETICS-001 PD-ETICS-004	
Expert/Technical certifier	A technical expert who has the verified qualifications and experience to work in a specific area. He is involved by the certifiers to ensure adequate technical competence to assess conformity and is assigned specific tasks within the certification system.		
Extension Assessment	Assessment to establish conformity to specified requirements by existing members or participants in a new product category. The results of the assessment are summarised in an Extension Assessment Report (EAR)	OD ECS 091-2	2
Factory	The location where the final assembly and/or testing of certified products takes place and the Certification Mark is applied.	OD CIG 021	2.9
Factory inspection			

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Finding	A finding is a nonconformity found during a factory inspection, thus a non-fulfilment of a requirement. The findings are given as: -Minor unsatisfactory finding -Major unsatisfactory finding. Safety not directly affected Special or early routine inspection may be recommended for checking corrective OD CIG 021 - August 2019.docx page 4 of 11 action. - Critical unsatisfactory finding. Safety directly affected Certification refused/suspended and repeated factory inspection recommended after the Factory has confirmed implementation of corrective action.	OD CIG 021	2.5
First-party attestation	Is called also 'manufacturer declaration'		
General Product Safety Directive (GPSD)	The purpose of this Directive is to ensure that products placed on the market are safe. Where products are subject to specific safety requirements imposed by Community legislation, this Directive shall apply only to the aspects and risks or categories of risks not covered by those requirements.		
HAR Group	The HAR Group is constituted by those certification bodies who have signed the HAR Agreement.	HAR PD1	3.1
Harmonised standard	Means a European Standard (EN) or Harmonisation Document (HD) that is nationally recognised. If there are national or regional differences, they have to be published and to be made readily available	OD ECS 028	2.2
IAR, EAR, RAR	Report of respectively Initial Assessment, Extension Assessment, Reassessment (OD ECS 074 for CBs and OD ECS 075 for TLs).	OD ECS 009	2
IECEE ECS Lead Assessor	Lead assessor, qualified as such by IECEE for assessments for the CB-Scheme, with demonstrated experience in the testing and certification of products with additional training on specified European Certification Schemes.	OD ECS 091-2 AD ECS 091-3	2
Initial Assessment	Assessment to establish conformity to specified requirements by new members or participants in a scheme. The results of the assessment are summarised in an Initial Assessment Report (IAR).	OD ECS 091-2	2

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Inspection	An inspection is an activity performed by the Certification Body to observe that the production of certified product is maintained by the Licence Holder. The inspection is normally performed at the Factory. If needed to observe the maintenance of the production, the Certification Body may decide to perform the activity even at the location of Licence Holder, Subcontractor or Out-Worker.	OD CIG 021	2.1
Lead Assessor	Assessor having the assigned responsibility to manage the overall assessment, including the management of the (team of) technical assessor(s).	OD ECS 091-2 OD ECS 091-3	2
Licence Holder	Any organisation or person who has entered into an agreement with the Certification Body for the certification of the product. The Licence Holder has the full responsibility for continued compliance of the product with the relevant requirements and undertakes all obligations in that connection. The Licence Holder is responsible for the production capacity, situated at a stated location or stated locations, that carries out or controls stages in the production, such as: the assessment, handling and storage of a product.	OD CIG 021	2.2
Manufacturer	A company with manufacturing capacity, situated at a stated location or stated locations, that carries out or controls stages in the manufacture, such as: the assessment, handling and storage of a product and accepts responsibility for continued compliance of the product with the relevant requirements and undertakes all obligations in that connection.	PD CCA 223-7 PD ENEC 301 Annex B	1
Manufacturer's Laboratory	Hereinafter will be understood as the testing laboratories and facilities which are owned and effectively controlled by the manufacturer	HAR PD6	1.3
Manufacturer's Testing Laboratory	A manufacturer's testing laboratory, being used by a CB to conduct testing within categories of products for which the manufacturer has design and production responsibility, using one of the Manufacturers' Testing Laboratory procedures as defined in OD CIG 033 "General Principles for Manufacturers' Test Laboratories".	PD CCA 223-7 OD CIG 033	1
Mentor	Expert, having the task to review the test reports issued by a candidate CB during the probationary period and to provide guidance and training where necessary.	OD ECS 050 OD ECS 096	1.2
New European Standard	A completely new EN or HD or a revised version of an existing EN or HD, either in the form of a new edition of the Standard, or in the form of an amendment which together with the existing EN or HD forms the revised document	OD ECS 012	3

Term	Description of the definition	Doc Nr	§
Notification of Test Results (NTR)	Issued by any of the CBs operating within the CCA, mutually recognised between the CBs and notifying the satisfactory results contained in the test report.	PD ECS 050	1.2
Normative Requirements / Informative Requirements	All requirements given in this document shall be considered as normative and must be followed unless marked “Informative”. Requirements marked “Informative” are recommendations providing guidance and information based on best practices but are not requirements that must be followed.		
Operational Document	Usually containing rules of a technical or administrative nature for the operation of an Agreement		
OSM Decision	Decisions shall appear in a list of current decisions and shall be enforced by all laboratories, certification bodies and inspection bodies/responsible inspection personnel as soon as the revised or approved minutes have been circulated. The origin of each decision shall be clearly identified by the information: “OSM Decision” or “OSM/TC common understanding”.	OD ECS 030	2
OSM Representative	Each Certification Body shall nominate one person as Representative, in each relevant OSM, who is authorized to participate in the decisions making process of the given OSM. The document for nomination to be used is OD ECS 078 “Information on changes in a CB or TL” Chapter 1.4 Representative in OSMs. The OSM Representatives will be listed on the ETICS website by the Secretariat.	OD ECS 030	2
OSM Guest	Person designated by the certification body who occasionally participates in the OSM meeting. The person is not authorized to participate in the decision-making process of the given OSM.		
OSM Observer	Person designated by the certification body to regularly participate in the meeting. The person is not authorized to participate in the decision-making process of the given OSM.		
Out-Worker	Any person who undertakes work at a place other than the factory location on component parts supplied by the Licence Holder of the certified product and in accordance with the specific requirements of the Licence Holder. The outworker is under the control of the factory.	OD CIG 021	2.4

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Ownership of Manufacturer's Testing Laboratory (MTL):	An MTL is a testing laboratory that is owned by a "Manufacturer" who has full responsibility for continued compliance of the MTL with the relevant requirements of EN ISO/IEC 17025 and CIG & ECS Operational Documents	OD ECS 033	3.5
Part 2 standard(s)	A standard as a part of a higher-level standard: Example: EN 60355-2-1 is a Part 2 standard of EN 60335-1	OD ECS 009	
Peer Assessment	Assessment by equals.	OD ECS 091-2	2
Peer assessment team	The team for the initial assessment shall have a minimum of two members, representing as far as applicable the following competences: - General quality assurance/management - Relevant testing standards - Factory inspection/auditing - Rules, procedures and practices of the Certification Schemes The need for more members will depend on the number of product standards covered by the application. The team for reassessment shall have normally a minimum of two members representing the same competences as for the initial assessment.	OD ECS 090	
Permanent Document	Basic regulations, agreements of ETICS or of the European Certification Systems.		
Pre-Licence inspections	shall be announced and arranged with the Factory in order to assure that all persons involved can be available.	OD CIG 021	1
Pre-shipment inspection of the whole shipment(s)	After the production sample (representative for the whole shipment) has been evaluated with positive result, the (total of) shipment(s) will be subject to a pre-shipment inspection to verify whether the products in the shipment are identical to the production sample and comply with the requirements of the type testing	PD ENEC 307	
Probationary period	a period not exceeding one year, during which a candidate Certification Body or Testing Laboratory, whose assessment has been successful, but which can show a previous experience of less than 10 but more than 7 test reports/certificates, is allowed to participate in the Scheme. The period starts from the time the ECS Chairman notifies the provisional acceptance of the candidate.	OD ECS 096	2
Procedure	Specified way to carry out an activity or a process. Procedures can be documented or not. When a procedure is documented, the term "documented procedure" is frequently used. When a procedure is not documented, the process must be automated or secured to be done according to the process implemented/decided.	OD CIG 021	2.6



<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Product Category	Group of low voltage electrical equipment covered by a coherent set of standards, such as Household and similar equipment (HOUS), Lighting (LITE) or Installation accessories and connection devices (INST).	PD ECS 050 OD ECS 091-2	1.2 2
Product Verification / Periodic Tests	Product Verification / Periodic Tests if applicable are performed by the manufacturer or on his behalf, at least at the frequency indicated; the test records have to be kept at the place of manufacture for revision by the inspector of the certification body. For product verification / periodic tests preferably those products should be selected, the values of which are close to the limiting values and to tests for safety considerations according to the relevant standard or scheme requirement.	OSM-FIP TRM	
Re-Assessment	Recurrent assessment to establish continued compliance (conformity) with specified requirements by existing members or participants. The results of the assessment are summarised in a Re-Assessment Report (RAR).	OD ECS 091-2 OD ECS 051	2
Reference documents	The Mentor operates during the probationary period under the conditions specified in PD ECS 050	OD ECS 096	2
Renouncement	Voluntarily surrendering of a licence by a Manufacturer		
Routine inspections	Are normally un-announced. However, in certain cases, it might be necessary to meet the right contact person. In such circumstances, an inspection visit may need to be pre-announced. On the other hand, due to a specific situation with a Licence Holder or Factory, an inspection may need to be imperatively carried out un-announced.	OD CIG 021	1
Routine tests	Routine test are line tests performed on 100 % of the production and are normally carried out at the final stage of manufacture. These tests shall include such functional tests as are deemed necessary to ensure that the final product is operating safely.	PD ENEC 303 §2 and Annexes OSM-FIP TRM	1
Scheme	European Certification Scheme administered by ETICS. Such as ENEC, ENEC+, CCA, HAR etc.	OD ECS 050	1.2
Scheme Group	The assembly of the representatives of the signatories of one of the European Certification Schemes HAR, CCA, ENEC, Keymark or CCA-EMC.		
Scope	List of standards, or list of product-types with references to standards, within a certain context		

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Scope Extension based on Accreditation (SEA)	Administrative scope extension granted to a CB/TL on the basis of a valid accreditation issued by an Accreditation Body who is member of IAF - International Accreditation Forum / ILAC - International Laboratory Accreditation Cooperation (OD ECS 099-3).	OD ECS 009	2
Scope of a Certification Body	Standards for which a CB has been accepted to perform the conformity assessment activities in the given Schemes		
Scope of a Certification Scheme	Standards defined as applicable for a certain scheme	OD ECS 009	2
Scope of a Testing Laboratory	Standards for which a TL has been accepted within a Scheme		
Series/family	Products with the same basic construction	PD ENEC 303 Annex AB	2
Set of Technical documents	Test Report Form, Mandatory Equipment List, Routine Tests, Product Verification and Surveillance Tests for the relevant products		
Signatories	All members who signed a certification agreement.	PD ECS 001	4.2
Stakeholders	Members interested in the deliveries of a certification scheme. Stakeholder may act in advisory status	PD ECS 001	4.2
Standards	European Harmonisation Documents (HD) and European Norms (EN) concerning electrical products, relevant for one or more of the European Certification Schemes.	OD ECS 009	2
Standards Database	Registration method for applicable standards and scopes, published on the ETICS website, accessible to all members	OD ECS 009	2
Subcontractor	Any manufacturing organisation undertaking the production of any sub-assembly in accordance with the specific requirements of the Licence Holder of a certified product. The subcontractor is under the control of the factory.	OD CIG 021	2.3
Supervised Manufacturer's Testing Laboratory (SMT):	A manufacturer's laboratory being used by a CB to conduct agreed testing within categories of products for which the manufacturer has design and production responsibility, generally with supervision of tests and quality processes	OD ECS 032	2
Supervision	Will be understood as overall observation of the manufacturer's testing activities excluding intervention but including witnessing and assessment	HAR PD6	1.3

<b>Term</b>	<b>Description of the definition</b>	<b>Doc Nr</b>	<b>§</b>
Suspension	Temporary cessation by the manufacturer of using a Mark, at the request of the Certification Body		
Task Force	Ad hoc committee with a special assignment that must be realized		
Test report Form (TRF)	A blank test report template prepared by a TRF originator according to the relevant Operational Document. e.g. CB TRF, containing the results of a product investigation, measurement and test data, and all relevant attachments. CB Test Report covers the relevant test results, according to the requirements of the standard(s), including national differences, where requested, and all information necessary for identification of the product, such as type designation, ratings, description, and photographs	IECEE definition OD ECS 040	
Testing at Manufacturer's Premises Laboratory (TMPL)	A manufacturer's laboratory being used by TL staff.	OD ECS 033	3.2
Test requirement for manufactures (TRM)	This document is a summary of applicable EN / IEC document. In case of difference the text in the original EN / IEC document apply. The originator takes no responsibility for and will not assume liability for damages resulting from the reader's interpretation of the reproduced material due to its placement and context. The decision sheets provide a common understanding and/or interpretation of the standards and can never be considered as a modification of the standards that is under the responsibility of the relevant standardization committees.	OSM-FIP TRM	
Testing Laboratory (TL)	Organisation that carries out tests on behalf of the CB.	PD ECS 050	1.2
Third-party attestation	Is the certification by independent third parties – Certification		
TL Accreditation	Accreditation granted to the TL by an Accreditation Body member of EA or ILAC according to ISO IEC 17025	PD ECS 051	2
Type testing	ENEC certification means compliance with European Standards; this implies that the product shall be type tested against all clauses of the relevant standard. It is advisable to have the type testing completed before production starts.	PD ENEC 307	

Term	Description of the definition	Doc Nr	§
Verification	Verification is the process of establishing the relationship between the test and measuring equipment and reference equipment where the requirements as given in EN ISO/IEC 17025 are met only partially. The reference equipment shall have a calibration traceable to (inter)national standards and documented by a calibration certificate.	OD CIG 021	2.8
Web code	Unique reference number which indicates a standard or a standard group within the ENEC scheme. E.g. Web code 1: LITE standard EN 60598-1 Web code 1.1: LITE standard EN 60598-2-1	PD ENEC 301 Annex B	
Withdrawal	Cancelling of a licence by the Certification Body		
Witnessed Manufacturer's Testing Laboratory (WMTL):	A manufacturer's laboratory being used for 100 % Witnessed Testing by the CB or, at the request of the CB, by a TL.	OD ECS 033	3.3
Work Group	Standing committee that is continuously working on specific topics.		
Working Group "Technical Matters"	i) consider and recommend any changes/modifications necessary to the varying permanent documents of the HAR Agreement relating to the technical procedures of operation as specified in Appendix	HAR PD9	1
Working Group "Technical Matters"	ii) consider and recommend solutions to technical questions passed on by the HAR Group.	HAR PD9	1
Working Group "Technical Matters"	iii) follow the standardisation activities that could affect the scope of the HAR Agreement.	HAR PD9	1
WG CYBERSECURITY	<a href="#">See ETICS homepage</a>		

#### 4. REFERRED IECEE AND OTHER DOCUMENTS

Referred document	Title	Referred in Doc Nr	§
EN ISO/IEC 17025:2017	General requirements for the competence of testing and calibration laboratories	<a href="#">OD ECS 032 - April 2022 corrigendum.pdf</a> <a href="#">OD ECS 050 - April 2022.pdf</a> (§4.1;4.8 <a href="#">OD ECS 051 - April 2023.pdf</a> <a href="#">OD ECS 091-1 - October 2022.docx</a> <a href="#">OD ECS 091-2 - April 2023.pdf</a>	§2 §4.1 §1 §6 §3
EN ISO/IEC 17065:2012	Conformity assessment — Requirements for bodies certifying products, processes and services	<a href="#">OD ECS 032 - April 2022 corrigendum.pdf</a> <a href="#">OD ECS 050 - April 2022.pdf</a> §4.8.1 <a href="#">OD ECS 051 - April 2023.pdf</a> <a href="#">OD ECS 091-1 - October 2022.docx</a> <a href="#">OD ECS 091-2 - April 2023.pdf</a>	§2 §4.1 §1 §6 §3
IECEE OD-2004 (IECEE OD-CB2004)	NCB Assessment Report Template	<a href="#">OD ECS 059 - May 2013.pdf</a>	Ann 1
IECEE OD-2005-2 (IECEE OD-CB2005)	CBTL Assessment Report Template	<a href="#">OD ECS 059 - May 2013.pdf</a>	Ann 2
IECEE OD-2007 F1 (IECEE OD-CB2016)	Check list for Certification Bodies (NCB)	<a href="#">OD ECS 059 - May 2013.pdf</a>	§1
IECEE OD-2007 F2b (IECEE OD-CB2017)	Check list for Testing Laboratory	<a href="#">OD ECS 059 - May 2013.pdf</a>	§1
IECEE OD-2007 (IECEE OD-CB2007)	List of documentation required for applications	<a href="#">OD ECS 059 - May 2013.pdf</a>	§1
IECEE OD-2020	TRF – Development, maintenance and use	<a href="#">OD ECS 040 - April 2023.pdf</a>	§5
IECEE OD-2048:2021	Utilization of Customers’ Testing Facilities	<a href="#">OD ECS 032 - April 2022 corrigendum.pdf</a> <a href="#">OD ECS 032-F1 - April 2021 template 1.docx</a> <a href="#">OD ECS 032-F2 - April 2021 template 1.docx</a>	§2;3
IECEE OD-5004	Proficiency Testing Programs	<a href="#">OD ECS 032 - April 2022 corrigendum.pdf</a>	



## 5. ORGANISATIONS

Acronym	Name	Homepage
AFNOR	Association Française de Normalisation	<a href="https://www.afnor.org">https://www.afnor.org</a>
ANEC	European Association for the co-ordination of consumer representation in standardization	<a href="https://anec.eu/">https://anec.eu/</a>
BTTF	CENELEC Task Force of the Technical Board	<a href="https://www.cenelec.eu">https://www.cenelec.eu</a>
CCMC	CEN-CENELEC Management Centre	<a href="https://www.cenelec.eu">https://www.cenelec.eu</a>
CECAPI	European Committee of Electrical Installation Equipment Manufacturers	<a href="https://www.cecapi.org/">https://www.cecapi.org/</a>
CECED	European Committee of Manufacturers of Domestic Equipment	<a href="http://www.ceced.org/">http://www.ceced.org/</a>
CELMA	Federation of National Manufacturers Associations for Luminaires and Electrotechnical Components for Luminaires in the European Union (until 2013; replaced by LightingEurope)	-
CEN	Comité Européen de Normalisation / European Committee for Standardization	<a href="https://www.cen.eu/">https://www.cen.eu/</a>
CENELEC	Comité Européen de Normalisation Electrotechnique European Committee for Electro-technical Standardization	<a href="https://www.cenelec.eu/">https://www.cenelec.eu/</a>
TC20	CENELEC Technical Committee "Electric Cables"	<a href="https://www.cenelec.eu/">https://www.cenelec.eu/</a>
TC34Z	CENELEC Technical Committee "Luminaires and associated equipment"	<a href="https://www.cenelec.eu/">https://www.cenelec.eu/</a>
TC61	CENELEC Technical Committee "Household appliances"	<a href="https://www.cenelec.eu/">https://www.cenelec.eu/</a>
EA	European Co-operation for Accreditation	<a href="https://european-accreditation.org/">https://european-accreditation.org/</a>
EAAB	European Co-operation for Accreditation Advisory Board	<a href="https://european-accreditation.org/the-ea-advisory-board/">https://european-accreditation.org/the-ea-advisory-board/</a>
EC	European Commission	<a href="https://ec.europa.eu/info/index_en">https://ec.europa.eu/info/index_en</a>
ECS	Operational Documents which are used in more than one Certification System	
EFTA	European Free Trade Association	<a href="https://www.efta.int/">https://www.efta.int/</a>
EHPA	European Heat Pump Association	<a href="https://www.ehpa.org/">https://www.ehpa.org/</a>
ELSECOM	European Electrotechnical Sectoral Committee for Testing and Certification (1992-1998)	-
EOTC	European Organisation for Testing and Certification (1990-2011)	<a href="https://www.ndt.org/">https://www.ndt.org/</a>

Acronym	Name	Homepage
ETSI	European Telecommunications Standards Institute	<a href="https://www.etsi.org/">https://www.etsi.org/</a>
EU	European Union	<a href="https://europa.eu/european-union/index_en">https://europa.eu/european-union/index_en</a>
EUROPACABLE	Association of wire and cable manufacturers in Europe	<a href="https://www.europacable.eu/">https://www.europacable.eu/</a>
IAF	International Accreditation Forum	<a href="https://www.iaf.nu/">https://www.iaf.nu/</a>
IEC	International Electro-technical Commission	<a href="https://www.iec.ch/">https://www.iec.ch/</a>
IECEE	IEC System for Conformity Testing and Certification of Electrical Equipment	<a href="https://www.iecee.org/">https://www.iecee.org/</a>
ILAC	International Laboratory Accreditation Cooperation	<a href="https://ilac.org/">https://ilac.org/</a>
IQNet	International Certification Network	<a href="https://www.iqnet-certification.com/">https://www.iqnet-certification.com/</a>
ISO	International Organization for Standardization.	<a href="https://www.iso.org/home.html">https://www.iso.org/home.html</a>
LE	LightingEurope: Industry association representing leading European lighting manufacturers and national lighting associations	<a href="https://www.lightingeurope.org/">https://www.lightingeurope.org/</a>
LOVAG	Low Voltage Agreement Group for the testing and certification of electrical industrial and similar equipment	<a href="https://www.lovag.net/">https://www.lovag.net/</a>
LVD-NBF	LVD Notified Bodies Forum	<a href="https://ec.europa.eu/growth/sectors/electrical-engineering/lvd-directive_en">https://ec.europa.eu/growth/sectors/electrical-engineering/lvd-directive_en</a>
OJEC	Official Journal of the European Communities	<a href="https://www.ojec.com/">https://www.ojec.com/</a>
ZLS	Bavarian State Ministry of Environment, Health and Consumer protection, Department 7, ZLS (GS Mark management)	<a href="https://www.stmuv.bayern.de/ministerium/index.htm">https://www.stmuv.bayern.de/ministerium/index.htm</a>