



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

In case of doubt or dispute, the original language text only is valid



CONTENTS**ARTICLES**

	Pages
1 Purpose and scope	3
2 Definitions	3
3 ENEC Mark: Affixing the mark.....	3
4 Supervision to be performed by the requestor or the applicant.....	3
5 Granting of the right to use the ENEC Mark.....	4
6 ENEC Mark management bodies	4
7 Decision following a request for granting the right to use the ENEC Mark.....	5
8 Monitoring of the conformity of products accepted for the ENEC Mark.....	7
9 Decision within the framework of the monitoring.....	8
10 Modification of products and transfer of production premises	8
11 Financial procedure.....	10
12 Approval - Revision	10

TITLES**Appendices**

- 0 Summary list of reference documents
- 1A1 Applicable standards and specifications
- 1A2 List of permanent and operational documents
- 1B Scope
- 1C Definitions
- 2 Affixing the Mark - References to the Mark
- 3A List of Third party laboratories
- 3B/C/D Acceptance of a manufacturer's laboratory and procedures for the tests
- 4 Granting of the right to use the ENEC Mark
- 5 Quality requirements of the production of the requestor / applicant
- 6 Surveillance procedure with relation to compliance of products holding the ENEC Mark
- 7 Financial procedures

Application documents:

The application documents of these rules and their Appendices are to be turned over to the requestor and to the applicants by the LCIE (Central Laboratory for the Electrical Industry).

1 - PURPOSE AND SCOPE

These Rules apply the General Rules in force for the ENEC Mark which the requestors and applicants of the right to use commit themselves to respect.

This application of the ENEC Mark is intended to attest that the products which it covers:

- have characteristics in compliance with the reference documents listed in Appendix 1A1,
- come from a production, the quality of which is controlled according to the provisions specified in Appendix 5.

Any ENEC-certified product must be in compliance with the Directives 73/23/EEC and 89/336/EEC, modified by the Directive 93/68/EEC.

2 - DEFINITIONS

The definitions necessary for understanding these Rules and their Appendices are given in the Appendix 1C.

3 - ENEC MARK- AFFIXING THE MARK -

Any certified product must bear the European standards ENEC 08 quality control Mark, in accordance with appendix 2 which specifies :

- the conditions for reproducing the logotype and for using the ENEC Mark which must be complied with as soon as the right to use it has been granted.

The marketing of not certified products making reference to certification or to the mark on the products, miscellaneous labels and packing is strictly prohibited.

It is allowed, except in the setting of the Mark NF assigned at batch control, that the commercial supports such as catalogues, Internet sites, etc. can indicate that a "instruction of a request for certification is in progress". This mention is not possible that so indeed, the process of certification is in progress and was not stopped. The mention "certification in progress" is strictly prohibited.

4 - SUPERVISION TO BE PERFORMED BY THE REQUESTOR OR THE APPLICANT

The requestor or the applicant of the right to use the ENEC Mark must take measures in the scope of Quality Assurance to make sure that the products which benefit from the ENEC Mark are permanently manufactured in compliance with these Regulation.

Appendix 5 specifies the minimal requirements with which the requestor or applicant must comply.

5 - GRANTING OF THE RIGHT TO USE THE ENEC MARK

The request must be presented in compliance with the conditions and forms given in Appendix 4.

Upon receipt of the request, the detailed procedure in Appendix 4 begins; in the general case, it includes:

- examination of the file,
- visit to the production unit,
- tests.
- and, if applicable, the audit of the production unit or taking into account of a certification (in accordance with EN/ISO 9001:00).

The procedure can be lightened under the conditions specified in Appendix 4.

To submit an acceptable file, the requestor must fulfil the conditions specified in Appendix 1A1, with regards to the conditions for associated certifications, and in Appendix 5 for production quality requirements.

6 - ENEC MARK MANAGEMENT BODIES

The LCIE, member of the ENEC group and signatory of the ENEC agreement, is in charge of all the operations of management and of implementation of the certification process for obtaining the ENEC Mark.

As such, the LCIE assumes responsibility for all decisions taken within the scope of application of these rules.

The LCIE Certification Executive Committee makes sure that all those involved fulfil their mission correctly and constitutes the first authority to appeal to in the event of a dispute.

6.1 LCIE

LABORATOIRE CENTRAL DES INDUSTRIES ELECTRIQUES (LCIE)

Direction of Certification

B.P. n° 8 - 33 avenue du Général Leclerc, F 92266 Fontenayaux-Roses Cedex

Fax: 33 (1) 40 95 54 01

6.1.1 Functions performed by the LCIE

The LCIE is responsible for :

- preparing the Rules defining the procedures for assessing and monitoring compliance with the standards, in particular, the requirements concerning the manufacturer's Quality Assurance of the products,
- investigating requests for the right to use the ENEC Mark,
- performing tests for admission, checking, initial inspections, monitoring and if need be audits in accordance with NF/EN/ISO/9001:00,
- issuance of ENEC licences,
- relations with the manufacturers, particularly for checking the correct use of the ENEC Mark,
- information about ENEC certified products.

Moreover, the LCIE can also, upon request by the manufacturers, issue notifications of test results and OC certificates.

6.1.2 Inspections

The inspections in the factory and the checks in the sales circuits are performed by the LCIE or under its responsibility, within the framework of international agreements, on condition that they are in compliance with the relevant standards EN 45004 or EN 45011.

6.1.3 Third party laboratories or requestors' laboratories

The tests for granting the ENEC Mark are carried out according to the instructions from the LCIE, either in the laboratory(ies) authorised by the manufacturer, under the conditions defined in Appendix 3B, 3C, 3D, or in the third party laboratory(ies), mentioned in Appendix 3A.

The check tests, carried out on the products having received the ENEC Mark are performed according to the instructions from the LCIE in a third party laboratory in accordance with EN ISO 17025.

7 - DECISION FOLLOWING A REQUEST FOR GRANTING THE RIGHT TO USE THE ENEC MARK

7.1 Nature of decisions

The investigation of a file results in one of the following decisions, taken by the LCIE:

- a) granting the right to use the ENEC Mark,
- b) refusing the right to use the ENEC Mark.

7.2 Taking effect

The decisions are effective as soon as they are communicated to the requestors.

7.3 Validity of the right to use the ENEC Mark

The validity of the right to use the ENEC Mark automatically stops in the following cases:

- non compliance with the administrative, legal, financial and technical obligations required by the LCIE,
- non compliance with requirements with regards to quality assurance,
- the place of manufacture is changed to one for which the licence is not valid,
- the standard(s) to which the products are subject, are no longer applicable,
- the licence is withdrawn,
- the manufacturer renounces the licence.

The licensee is responsible for affixing the ENEC Mark to the product in question, once the authorisation for use has been received from the LCIE.

Under no circumstances can the ENEC Mark be affixed when:

- the product is no longer manufactured in compliance with the provisions of the present rules,
- the right to use has been withdrawn.

7.4 Misuse of the ENEC Mark

Misuse of the ENEC Mark is the subject of Paragraph 7 of Appendix 2 of these Rules.

7.5 Contesting a decision - Recourse

The requestor/applicant can contest a decision taken in compliance with the Rules of the ENEC Mark.

The time limit for appealing any decision made by the LCIE – Certification Division – is 15 days ; appeals are dealt with by the LCIE, Certification Division and presented to the LCIE Certification Executive Committee.

The last authority which can be appealed to is the ENEC group Appeals Committee.

8 – MONITORING OF CONFORMITY OF PRODUCTS ACCEPTED FOR THE ENEC MARK

8.1 Surveillance performed by the LCIE

The LCIE carries out surveillance as soon as the right to use the ENEC Mark is granted.

The object of carrying out surveillance of this right to use is to verify:

- that the commercialised products match the one on the basis of which the right to use the ENEC Mark was granted,
- that the licensee maintains the measures regarding internal monitoring of compliance with European standards,
- in general, that the licensee fulfils the obligations it has undertaken.

Depending on the level of the quality assurance system implemented by the manufacturer, this surveillance includes at least one annual inspection, samples taken from the manufacturing facility and in the sales circuits, compliance tests on the product and any other verification which makes it possible to check that the commitments made are fulfilled.

Moreover, the LCIE reserves the right to perform or have performed any inspections or tests that it judges necessary due to complaints, disputes, controversies, etc..., of which it has become aware and related to improper use of the ENEC Mark.

8.2 Checks performed by the applicant

The requestor or applicant of the ENEC Mark must perform regular quality control operations on the production of products covered by the use of the ENEC Mark, in compliance with the provisions set in Appendix 5 of these Rules.

8.3 Inspection in the sales circuits

These inspections, in particular, entail testing one of the products carrying the ENEC Mark sampled at a sales point, and examining the trading documentation.

8.4 Inspection as part of the investigation of complaints

In case of dispute with the users, the inspections may include samplings or tests at the location where the certified products are used (in this case, the applicant is invited to be represented to assist at the samplings and at the tests).

8.5 Examination of the results

The inspections, audits or checks carried out are written up in reports.

9 - DECISION WITHIN THE FRAMEWORK OF THE SURVEILLANCE

Based on the results of inspection visits at the production unit and testing, the LCIE communicates one of the following decisions :

- a) Continuation of the right to use,
- b) Conditional renewal of the right to use the ENEC Mark with:
 - b1) Transmission of observations or a warning,
 - b2) Increase in the frequency of inspections **and additional samplings**,
- c) Suspension of the right to use the ENEC Mark,
- d) Withdrawal of the right to use the ENEC Mark.

In the case of the decisions b2, c and d, the costs of additional checks, decided by the LCIE, are in charge of applicant, whatever the results, as well as the costs of testing the products sampled, the testing results of which are deficient.

In the case of the decisions C and D, information is transmitted to the DGCCRF.

The decision becomes effective on the date when it is communicated to the requestor or applicant.

Furthermore, in the case of a serious infringement of the rules, and as a protective measure, the LCIE can, after definitely noting the infringement, take any decision of suspension or withdrawal of the right to use the ENEC Mark for all products having received it, including those which may be covered by other applications.

The applicant can contest the decision taken in compliance with Article 7.5 of these Rules.

10 - MODIFICATION OF PRODUCTS AND TRANSFER OF PRODUCTION PREMISES

Any modification of the conditions under which the ENEC Mark was granted must be communicated in writing by the applicant in compliance with Appendix 4.

10.1 - Modification concerning the applicant

In case of merger, winding up or take over of the applicant, all the rights to use the ENEC Mark which it might hold, automatically stop.

The applicant must communicate to the ENEC Mark Secretariat, in writing, any legal modification concerning its company or any change in its official name.

It is up to the LCIE to examine the procedures for a new granting of the right to use the ENEC Mark by the new applicant, or the maintaining in force of that right to use the ENEC Mark.

However, in certain cases and after examination by the LCIE, the initial elements of a file concerning the right to use the Mark may be taken into account when a modification concerns the applicant, subject to a clear definition of the conditions of that modification require protective measures so as not to interrupt production under the ENEC Mark.

10.2 - Modification concerning the production unit

Any transfer (total or partial) of the production unit of a certified product to another production site, unknown to the ENEC Mark for this type of product, entails the immediate stopping of the use of the ENEC Mark by the applicant on the product(s) transferred.

The applicant must declare such transfer in writing to the LCIE. The Application Manager will organise an inspection visit to the new production site and, as the case may be, carry out appropriate testing.

10.3 - Modification concerning the quality organisation of the production unit

The applicant must declare in writing to the LCIE any modification to its quality organisation that might affect compliance of production to the demands of these Rules and of their Appendices. In particular, this covers any modification concerning the applicant's installations and Quality Plans

In particular, it must declare all modification of certification of its Quality Assurance System.

Any temporary stopping of internal quality control of a certified product entails an immediate stopping of its marking by the applicant. The LCIE then declares a decision to suspend the right to use the ENEC Mark.

10.4 - Modification concerning the certified product

Any modification of a certified product must be the subject of a written declaration to the LCIE, specifying the nature and the extent of the modification, which, after investigation of the request, will decide whether to maintain the suspension or to withdraw the right to use the ENEC Mark.

Any definitive stopping of production of a certified product or any abandonment of a right to use the ENEC Mark must be declared in writing to the LCIE with the information concerning the time necessary for the depletion of the inventory of the marked products. At the expiration of this time, the LCIE declares the suspension or withdrawal of the right to use the ENEC Mark.

11 - FINANCIAL PROCEDURE

The financial procedure of the ENEC Mark that defines the amount of costs related to certification and describes the practical methods for collecting these costs is the subject of Appendix 7.

However, with regards to check test results, if they demonstrate the need for additional operations, the requesting party or licence holder will be informed so that it can give its agreement to further costs at its expense.

12 - APPROVAL - REVISION

These Rules (and their Appendices) were approved by the LCIE Director General on 2005, , November.

Any such revision must be submitted for the approval of the LCIE Director General.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 0

SUMMARY LIST OF REFERENCE DOCUMENTS



**N° Identification : ENEC 08
Réf. RHa/MBt
Rév. n° 2 February 2005
Application date : February 2005**

Designation	Titles	n° de révision
ENEC 08	Rules	1
Appendix 0	Summary list of reference documents	2
Appendix 1 A 1	Applicable standards and specifications	2
Appendix 1 A 2	List of permanent and operational documents	1
Appendix 1 B	Scope	1
Appendix 1C	Definitions	2
Appendix 2	Affixing the Mark - References to the Mark -	1
Appendix 3 A	List of Third party laboratories	1
Appendix 3B	Acceptance of a manufacturer's laboratory and procedures for the tests	No available
Appendix 3C	Acceptance of a Witnessed Manufacturer's Testing and procedures for the tests	No available
Appendix 3D	Acceptance of a Testing at Manufacturer's Premises and procedures for the tests	No available
Appendix 4	Granting of the right to use the ENEC Mark	2
Appendix 5	Quality requirements of the production of the requestor / applicant	1
Appendix 6	Surveillance procedure with relation to compliance of products holding the ENEC Mark	2
Appendix 7	Financial procedures	2

Appendixes are part of the Special Regulation of the Mark ENEC.



**LABORATOIRE CENTRAL
DES INDUSTRIES ÉLECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 1 A 1

APPLICABLE STANDARDS AND SPECIFICATION



N° Identification : ENEC 08

Réf. RHa/MBt

Rév. n° 2

Application date : February 2005

Each right to use the ENEC Mark is granted based on compliance with one or more standards and/or specifications, applicable to a product / range of products, coming from a manufacturer, identified for one or more of the declared production units.

Moreover, LCIE have the right to use established OSM decisions, especially in the scope of CCA agreements, each time this will be adapted.

It is the same for established CTL decisions in scope of IECEE (CB scheme)

The decision lists are available on simple requirement to LCIE.

APPLICABLE STANDARDS

Standards covered and relevant limitations :

Modifications in relation to the previous version appear made gray some. The document **ENEC 301 annex B** transmitted with this regulation or provides by the LCIE at the time of a new release, assure the updating of the referential in force between every period of revision of the regulation.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 1 A 2

LIST OF PERMANENT AND OPERATIONAL DOCUMENTS OF ENEC GROUP



**N° Identification : ENEC 08
Réf. RHa/MBt
Rév. n° 1
Application date : February 2005**

LIST OF PERMANENT AND OPERATIONAL DOCUMENTS

See Index of Permanent and Operational Documents ENEC 300

LIST OF DOCUMENTS TO DETAIN BY THE MANUFACTURER

ENEC 300

ENEC 301

Annexe B du ENEC 301

ENEC 303

Annexe A du ENEC 303

ENEC 308

CIG 012

The diffusion of updatings of this documents will looked after by LCIE.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 1 B

SCOPE



**N° Identification : ENEC 08
Réf. RHa/MBt
Rév. n° 1
Application Date : February 2005**

SCOPE : PRODUCTS / PRODUCTS RANGE

List of products covered :

1 - LUMINAIRES

- Fixed general purpose luminaires
- Recessed luminaires
- Luminaires for road and street lighting
- Portable general purpose luminaires
- Floodlights
- Luminaires with in built-in transformer for filament lamps
- Portable luminaires for garden use
- Handlamps
- Photo and film luminaires (non-professional)
- Portable child appealing luminaires
- Luminaires for stage lighting television and film studios (outdoor and indoor)
- Luminaires for swimming pools and similar application
- Lighting chains
- Luminaires for emergency lighting
- Extra low voltage lighting system for filament lamps
- Luminaires for use in clinical areas of hospital and health care building

2 – DEVICES OF LIGHTING

- Electric supply track system for luminaires
- Mixed supply track luminaires (classes I and III)

3 – ACCESSORIES FOR DISCHARGE LAMPS

- Starters for tubular fluorescent lamps
- Fluorescent lampholder
- Starting device (others than glow starter)
- Ballasts for tubular fluorescent lamps
- Ballasts for discharge fluorescent lamps (excluding tubular fluorescent lamps)
- D.C. supplied electronic ballasts for tubular fluorescent lamps
- A.C. supplied electronic ballasts for tubular fluorescent lamps
- D.C. or A.C. supplied electronic step-down convertors for filament lamps
- Capacitors for use in the tubular fluorescent lamps and other discharge lamps circuit

4 - LAMPS

- Self-ballasted lamps for general lighting services

5 – LAMPHOLDER

- Edison Lampholders
- Miscellaneous Lampholders
- Bayonet Lampholders

6 - TRANSFORMERS

- Isolating transformers and safety isolating transformers
- Safety of power transformers, power supply units and similar
- Particular requirements for separating transformers for general use
- Particular requirements for control transformers
- Particular requirements for isolating transformers for general use
- Particular requirements for shaver transformers and shaver supply units
- Particular requirements for safety isolating transformers for general use
- Particular requirements for transformers for toys
- Particular requirements for transformers for switch mode power supplies

7 – ELECTRICAL ACCESSORIES

- Switches for appliances
- Particular requirements for cord switches
- Particular requirements for change-over selectors

8 - INFORMATION TECHNOLOGY EQUIPMENT

- Safety of information technology equipment, including electrical business equipment



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 1 C

GENERAL DEFINITIONS

GLOSSARY



N° Identification : ENEC 08

Réf. Rha/MBt

Rév. n° 2

Date de mise en application : February 2005

1 - GENERAL DEFINITIONS

Audit : systematic and independent examination to determine whether quality activities and related result, comply planned arrangements and whether these arrangements are implemented effectively and are suitable to achieve objectives.

Request: Document by which the requestor asks for the right to use the ENEC Mark, declares that it knows and commits itself to comply with the ENEC Agreement as well as the Special Regulations applicable to its request.

Requestor: Legal entity requesting the ENEC Mark for a product, committing itself to control that product's quality.

Mark withdrawal: Action by which the holder of the right to use the ENEC Mark withdraws the ENEC Mark logotype (logo) from its products.

Certification file: Set of documents concerning the Certification of a given product for declared production site(s).

Extension: Decision taken by the Certification Body by which the right to use the ENEC Mark is extended to a new product with modification of the essential certified characteristics.

Manufacturer: Organisation, located at one or more given locations, which performs or controls the steps of production, quality assurance, handling and storage of a product which authorises the requestor to accept the responsibility of maintaining, over time, the compliance of the product with the appropriate requirements, and which subjects itself to all the resulting obligations.

Note 1: Requestor and manufacturer are often one and the same entity.

Note 2: The idea of manufacturer can also be extended to any requestor of the ENEC Mark when the responsibility of maintaining, over time, the compliance, remains its responsibility, and when the Certification Body carries out Quality Control operations in the manufacturing premises.

Note 3 : Never, a granting of the right to use the ENEC Mark, don't delivered at a subcontractor.

Product range: Set of products of the same nature which may have different characteristics, but which can be identified on the basis of one or several generic products.

Inspection: Part of the visit to the site relative to the examination of a product and the assessment of the specific ways and means implemented to ensure its compliance with the requirements set in the Regulations.

Logotype: Graphic representation of a mark (usual abbreviation: logo).

Maintain: Decision taken by the Certification Body by which the right to use the ENEC Mark is granted to a product/service without modifying the essential certified characteristics.

Mandatory: The natural person or corporate person given the responsibility of acting for the manufacturer's account.

Monogram: Code composed of letters or of the main letters of a name.

Product: Finished element, having the identified specific characteristics, presented for the Mark.

Admissibility: State of a file that makes it possible to investigate the request. Admissibility concerns the administrative and technical parts of the file.

Rules : Documents taken in application of the General Rules and specifying the conditions under which the right to use the ENEC Mark is granted and controlled for a given category of products.

Application Manager: Person responsible for performing the certification procedure for a given application. The term of certification manager can also be used

Revision: Modification of all or part of a set of Regulations.

Mark Secretariat: Entity that carries out certain operations leading to a possible certification.

Production site (Production unit): Place where the certified product is manufactured and where the final tests are performed.

Third party: Person or body, recognised as independent from the parties in question with relation to the subject in question.

Note: The parties in question generally represent the interest of the vendor («first party») and those of the buyer (« second party »).

Applicant: Legal entity that benefits the right to use the ENEC Mark.

2 - GLOSSRY OF ABBREVIATIONS

CCA CENELEC Certification Agreement

CENELEC European Committee for Electro-technical Standardisation

DA Application Document

ENEC Conformity of Electro-technical products to European Standard

IECEE/OC IEC system for conformity testing to standards for safety of electrical equipment - CB Scheme-

LCIE Central Laboratory of the Electrical Industries

CIG 022A CENELEC Factory information visit report(request of inspection)

CIG 022B CENELEC Factory information visit report(questionnaire)

CIG 023 CENELEC factory inspection visit report

NTR Notification of Test Results

RA Application Manager

SMT Supervised Manufacturer's Testing

WMT Witnessed Manufacturer's Testing (Observation des essais réalisés par le fabricant)

TMP Testing at Manufacturer's Premises (Essais réalisés dans les locaux du fabricant)



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 2

AFFIXING THE MARK – REFERENCES TO THE MARK -

In case of doubt or dispute, the original language text only is valid



1 - USE OF THE LOGO OF THE ENEC MARK ON THE CERTIFIED PRODUCT

The Logo must be affixed durably and legibly on each certified product, at a location where there is no danger of it's being damaged.

It is acceptable to apply the logo by etching, stamping or moulding, etc., on a main part of the equipment.

It is acceptable to apply the logo on the product with or not National Mark.

2 - DESCRIPTION OF THE MARK

The ENEC Mark is substantiated by the following logotype, affixed on each certified product.



- 08 : Identification number of Certification Body LCIE

2.1 Colours preferred

- "ENEC" letters and number : black

The size of the ENEC Mark may be reduced providing that it remains legible and that ratio of the overall dimensions(length– height) be 1.7.

For agreement the manufacturer submits the design of the information plate or of the etching, containing the Mark's monogram, to the body mandated by the Mark.

3 - USE OF THE LOGO OF THE ENEC MARK ON THE PACKAGING OF THE CERTIFIED PRODUCT

It is possible to affix the ENEC logo on the packaging of certified products.

**4 - USE OF THE LOGO OF THE ENEC MARK ON THE DOCUMENTATION
(technical and sales documents, labels, posters, advertising, etc.)**

The logo on documentation must be applied.

It should be remembered that the applicant should not use the ENEC Mark in its documents except to distinguish the certified products in such a way that no risk of confusion will exist.

5 - CONDITIONS FOR WITHDRAWING THE ENEC MARK

Any withdrawal of the right to use the ENEC Mark entails the prohibition of using the ENEC Mark and of referring to it.

When a product accepted for the ENEC Mark turns out to be deficient with regard to the requirements, the applicant must take all necessary measures so that the withdrawal will be done at every location where reference is made to the ENEC Mark (not only on the certified products, but also on their packaging, on their documentation, ...) and that this withdrawal will be carried out on the products in inventory and, to the degree possible, on the products which are in the sales circuit.

6 - MISUSE OF THE ENEC MARK

The following cases of use of the ENEC Mark are considered as misuse :

- all affixing of the Mark by a person or company not having received the right of use,
- all affixing of the Mark on a product not having received the right of use,
- all affixing of the Mark on a product modified without previous authorization,,
- all merchandising of a product marked after withdrawal of the right of use of ENEC Mark,
- all ambiguous advertisement between manufactured products covered by the right of use and those that are not ,
- in general, all acts likely to deceive the customer,

All misuse of ENEC Mark is subject to sanctions provided in article 9 of these regulation.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 3 A

THIRD PARTY LABORATORY



N° Identification : ENEC 08

Réf. Rha/MBt

Rév. n° 1

Date de mise en application : February 2005

LCIE

Laboratoire Central des Industries Electriques
33 avenue du Général Leclerc- B.P. n°8
F 92266 Fontenay-aux-Roses Cedex
Tél. : 33 1 40 95 60 60
Télécopie : 33 1 40 95 54 01



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 4

GRANTING OF THE RIGHT TO USE THE NF MARK

In case of doubt or dispute, the original language text only is valid



1 - TYPES OF REQUESTS

A request for the right to use the ENEC Mark can lead, for a product or for a range of products, to:

- . certification
- . extension
- . maintaining in force

A certification follows a request from a manufacturer who does not have the right to use the ENEC Mark for a product or a range of products presented.

An extension concerns a product which has been modified from the basic product, of the type accepted by the ENEC Mark, the validation of the modifications made requiring partial verifications and tests.

Maintaining in force concerns a product that is different from the basic product by its aesthetics, by its trade mark, by modifications or changes which do not require a test or a verification.

2 - PRESENTATION OF THE REQUEST

The request for the right to use the ENEC Mark can be remitted to:

LCIE
Direction de la Certification
33 avenue du Général Leclerc
B.P. 8
92266 FONTENAY-AUX-ROSES Cedex
FRANCE

3 - CONSTITUTING A FILE

Each product / range of products presented must be covered by a certification request, prepared in one copy, accompanied if possible by two technical files, containing elements such as:

- 1 user manual (in French),
- 1 electrical diagram and operating diagram (as the case may be),
- 1 overall drawing, with dimensional references, and list of parts and materials used (as the case may be),
- 1 descriptive questionnaire, using the appropriate form, supplied by the LCIE,
- 1 photographic reproduction.

When it is an initial contact with LCIE with relation to the ENEC Mark, a copy of each of the following documents must be transmitted:

- ENEC Rules (in double)
- Permanent Documents, ENEC 301, 303 and 308
- Questionnaire CIG 022B

The manufacturer must be return at LCIE :

- 1 ENEC rules with mention “read and approved”, the date, the signature and the stamp of the compagny
- Questionnaire CIG 022B, duly filled in, dated and signed,

It is acceptable for the documents that must be returned with the mention “read and approved”, to have a undertaking letter from holder that confirms making oneself acquainted with the documents and commits to apply them.

Moreover, the CIG 022B form – Report of Information visit in factory (questionnaire) must be returned duly filled, dated and signed for the first requirement.

Notes: It should be remembered that:

- 1 - Incomplete files, deposited for more than 6 months, are considered as not to be followed up and are automatically discarded;
- 2 - Non payment of the on-account invoice within 2 months makes it possible to close the file. In this case, the cost of study and the inscription fee will be invoiced.

4 - CERTIFICATION PROCEDURE

4.1 Investigating the request

4.1.1 Tender

The amount of preliminary study costs for preparing a tender is given in Appendix 7. The amount for this tender will be deducted from the invoice concerning the certification of the device.

4.1.2 Inscription fee

Each request for certification, extension or maintaining in force of the ENEC Mark is subject to a fixed inscription fee, the amount of which is given in Appendix 7.

4.2 Performing the tests

Beginning with the programme prepared or validated by the Application Manager, the various steps for performing the tests are implemented.

4.2.1 Identifying the products to be tested

The products sent to the laboratory must carry a solidly fixed label, containing the designation and reference of the product, as well as the date that it was sent.

Their package must be mechanically strong enough so that the products will arrive in good condition at the laboratory.

ATTENTION

The products intended for certification tests must be sent to the third party laboratory, customs cleared and transportation costs paid, so that the laboratory does not have to take any action concerning their reception.

Non-compliance with this clause implies rejection of such products by the addressee.

4.2.2 Tests

The LCIE prepares the list of products necessary for the tests and communicates the corresponding inscription number(s), as well as the amount of the certification test costs, given in Appendix 7, to be paid before the tests are initiated.

The tests can be performed in a third party laboratory or in an authorised laboratory in compliance with Appendix 3A and 3B/C/D. The test results are written up in a TEST REPORT' according to procedure ENEC.

The tests linked to certification made before the certification requirement, may be taken in account provided that the provisions of articles 4.4a and 4.4b of the standard EN 45011 (1998) are satisfied.

4.3 Preliminary visit

The LCIE inspects the production facilities in the actual premises where the products for which the right to use the NF Mark is requested are manufactured.

When the conformity NF/EN/ISO 9001:00 is necessary and for enterprises of which the system of insurance quality would not have been valued and would have been found compliant at least to the NF/EN/ISO 9001:00, an audit, according to NF/EN/ISO 9001:00 is achieved by the LCIE.

A preliminary visit report is prepared and communicated to the requestor or applicant in compliance with the document CENELEC CIG 023.

A report of audit according to the NF/EN/ISO 9001:00 can also be written.

For the ulterior requests of certification, extension or maintaining the preliminary visit can be adapted, and even suppressed.

The amount of the preliminary visit costs is given in Appendix 7.

4.4 Issuance of the right to use the ENEC Mark

In view of satisfactory test results and the preliminary visit report CIG 022B and if necessary an audit report to NF/EN/ISO 9001:00, a licence ENEC is prepared by the LCIE.

If possible the Notifications of Test Results (NTR) or OC Certificates can also be prepared.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 5

QUALITY ASSURANCE REQUIREMENTS OF THE PRODUCTION OF THE REQUESTOR / APPLICANT

In case of doubt or dispute, the original language text only is valid



INTRODUCTION

This Appendix defines the minimal measures which the requestor / applicant of the right to use the ENEC Mark must implement in terms of Quality Assurance to make sure that the products which benefit from the ENEC Mark are permanently manufactured in compliance with the Regulation.

It also includes the Quality Assurance requirements that the requestor / applicant must meet with relation to the product.

This Appendix constitutes the reference document for the inspections and audits.

1 - PURPOSE

This Appendix specifies the quality assurance requirements required to the manufacturer

2 - QUALITY REQUIREMENTS OF THE PRODUCTION TO REQUESTOR/APPLICANT

2.1 - Quality requirements

Products, with the exception of those mentioned in appendix 6 § 2.2., that make object of the right of use to the Mark ENEC must be manufactured in a factory provided of an insurance quality system.

The quality assurance system will cover, in particular, the line of production where is manufactured the product and will be verified by the LCIE or by an Organism accredited for the certification of quality assurance system.

2.2 - Specific requirements to products

The requestor/applicant must arrange or must place at disposal of its production units, of the necessary means to controls and tests defined by standard and applicable specifications according to the appendix 1A1.

Controls and tests to do, as well as their frequency is defined in the document ENEC 303 of the approval ENEC and/or in documents of application specific written according to the nature and the controlled product type.

4 - COMPLAINT RECORDS

The applicant of the right to use the ENEC Mark must:

- keep a record of each complaint brought to its attention with relation to the compliance of a product with the requirements of the pertinent standard and it must make the files in question available to the certification body upon request;
- take appropriate measures following such complaints or concerning any defect detected in a product which would have an effect on its compliance with the requirements of the certification;
- document the measures which have been taken.

These records must be made available to the inspector / auditor during the visits for quality control operations.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 6

SURVEILLANCE PROCEDURE WITH RELATION TO COMPLIANCE OF PRODUCTS HOLDING THE NF MARK

In case of doubt or dispute, the original language text only is valid



This Appendix defines the procedures for the quality control operations carried out by a third party.

Generally speaking, during each visit and at each location, whatever the main purpose of his mission, the inspector / auditor informs himself about the use which is made of the ENEC Mark and of all questions relative to the application of the General Rules of the ENEC Mark, of these Rules and of their Appendices.

1 - TYPES OF QUALITY CONTROL OPERATIONS

The quality control operations carried out under the ENEC Mark are of two types:

- . tests on the products
- . inspections and audits performed during visits to the production unit

1.1 - Inspections and tests

The inspections and tests are performed in compliance with the applicable standards and specifications, according to Appendix 1A and Permanent Documents ENEC 303 - 304, concerning the type(s) of product(s) subject to the NF Mark.

1.2 - Inspection / audit visit

The purpose of this visit is to make sure that the provisions defined and implemented by the manufacturer in the production unit, comply with the requirements of the Rules.

All ways and means enabling the inspector / auditor to perform the mission which is his responsibility must be placed at his disposal free of charge (premises, installations, equipment, qualified personnel, ...).

The inspector / auditor can conduct or have conducted tests on the site and, as the case may be, take samplings for testing by the third party laboratory(ies).

An inspection visit report, prepared in compliance with the CIG 023 document in force, is turned over to the manufacturer when the inspection is completed.

An audit report according to EN/ISO 9001:00 maybe supply if LCIE has checked a quality system of manufacturer.

2 - PROCEDURES FOR CHECKS WHEN INVESTIGATING A REQUEST

2.1 - Inspections and Tests

When investigating a request for the right to use the ENEC Mark, all the inspections and tests for compliance with the applicable specifications and standards, according to Appendix1A 1 are carried out under the conditions defined in Article 1.1.

In the case of a request for extension for a modified certified product, the inspections and tests are defined based upon the modification concerned.

In case of a request for maintaining in force, there are no tests to be carried out.

2.2 - Inspection / audit visit

When investigating an initial request, a preliminary inspection / audit visit is carried out.

A visit report, prepared in compliance with the CIG 023 document in force, is turned over to the manufacturer following the inspection / audit.

An audit report according to EN/ISO 9001:00 can be prepared and sent to the requestor or applicant.

For later requests for certification or extension, the preliminary inspection / audit visit can be modified, or even eliminated. The results of the inspection / audit visits can be taken into account.

In the case of a request for maintaining in force, there is no inspection / audit visit.

3 - PROCEDURES FOR SURVEILLANCE OF NF CERTIFIED PRODUCTS

The surveillance of ENEC certified products includes inspections or tests on the products and inspection / audit visits at the production units.

The frequency of visits on the site of manufacture will be at least two visits by year or a visit per year if the production line is in conformity with the EN/ISO9001:00 standard.

The document ENEC 304 and his appendix define modes of product withdrawal for tests.

The surveillance is also carried out on the use of the ENEC Mark and of the logo on the product, packing and any communication medium.

The Table below defines the participants.

Action	Participant
Tests	C
Visit	A
Periodic samplings	A
Tests on samplings	A and/or C
In case of deficiency	
Increased sampling	A
Tests	C
Additional visits	A

A : Inspection body

C : Third party laboratory

3.1 - Tests on the ENEC certified product

The certified product check tests are carried out in compliance with the applicable standard(s) and specification(s) according to Appendix 1A1 by the laboratory(ies) mentioned in Appendix 3 C of these regulation.

The tests to be performed are defined by the LCIE.

Whenever the tests are performed in the requestor's or holder's laboratory, the presence of the LCIE is required to validate the results of those tests.

3.2 - Overview of combinations visit and ISO 9001:00 and numbers of visits

According to modes of assessment of the Assurance Quality System (S.A.Q.) the site of manufacture, the frequency of the yearly visits and audits, settles as indicated below to the table:

1)	2)	3)	4)
EN ISO 9001:00certified by ENEC signatory	EN ISO 9001:00certified, by an accredited body (non ENEC signatory)	EN ISO 9001:00 verified by qualified ENEC signatory	No EN ISO 9001:00 certificate or verification
* 1 visit by CIG 021 * 1 audit EN ISO 9001:00 at least may be combined to 1 per year	* 1 visit by CIG 021 * 1 visit for limited verification of implementation of EN ISO 9001:00 may be combined to 1 per year	* 1 visit by CIG 021 * 1 visit EN ISO 9001:00 may be combined to 1 per year	* 2 visits by CIG 021

Remark :

* Evidence for qualification according to 3) provided either for the whole company or individual staff.

* Document ENEC 303 applies in any case.

Limitation for luminaires and components

- a) Luminaires and components of luminaires within scope of CELMA only cases 1), 2), 3) are applicables.
- b) Components for luminaires outside scope of CELMA and for all other products, cases 1), 2), 3), 4) are applicables.

In the case where the requestor or the manufacturer subcontracts a part of its product manufacture and that the subcontractor exercises the final control of products, the inspector or the auditor itself the right to do a visit at the subcontractor on the basis of the same standard.

All means allowing the inspector or the auditor to do the mission that is incumbent upon him must be put free to his disposition (local, facilities, facilities, qualified people,...).

The inspector or the auditor can make proceed or can proceed there to tests and do, if the case arises, of withdrawals to ends of tests by laboratoire(s) third partie(ses).

A report of visit, established in accordance with the CENELEC document in force CIG 023, is handed to the manufacturer before the inspection.

A report of audit according to the EN/ISO 9001:00 can also be handed to the manufacturer.

4 - FOLLOW-UP OPERATIONS BY CERTIFICATION DIVISION

Any deficiencies detected during the inspections / audits and the check tests are brought to the attention of the requestor.

The resulting decisions are made in compliance with the provisions of Article 9 of these Regulation.



**LABORATOIRE CENTRAL
DES INDUSTRIES ELECTRIQUES
DIRECTION DE LA CERTIFICATION**

33, Avenue du Général Leclerc
92260 FONTENAY-AUX-ROSES
Tél. +33 (0)1 40 95 60 60
Fax. +33 (0)1 40 95 54 01

ENEC MARK

RULES

APPENDIX 7

FINANCIAL PROCEDURES

In case of doubt or dispute, the original language text only is valid



In compliance with Chapter 11 of these regulation, the purpose of this Appendix is to exhaustively enumerate the payable costs related to the ENEC Certification and to describe the procedures for collection.

The costs related to the NF Certification are broken down as follows:

- * inscription fees
- * cost for investigating requests
- * costs for tests
- * costs for inspections visits
- * costs for audit visits
- * annual royalty for the right to use the NF Mark

Specific charges for the following may be added to the above costs:

- supplying of a joint certification.

All these costs are invoiced according to a particular tariff, updated each year.

The amounts corresponding to these costs are the subject of application documents no. 7 A1 and 7C1, prepared by the LCIE and supplied to the requestors and applicant.

1 - CERTIFICATION COSTS

As the case may be, payable costs are specified for a preliminary study of a file.

1.1 Inscription fees

For each request for certification, extension or maintaining in force under the ENEC Mark, an inscription fee, evaluated depending upon the Applications, is paid by the company, according to the procedures defined in application document 7C1.

In case the procedure stops, this fee remains payable.

1.2 Complementary costs

These costs include:

- the consideration of test results from SMT (Supervised Manufacturer's Testing)

The payment of these costs remains acquired even in case the right to use the ENEC Mark should not be granted or in case the request should be abandoned during the investigation.

These costs are invoiced according to the tariff in force and are payable whatever the certification decision.

1.3 Test costs

The test costs corresponding to the tariffs of the laboratories are invoiced according to an accepted previous offer.

1.4 Inspection and audit costs

These costs are relative to preliminary / supplementary visits and to audit and surveillance of manufacturers' laboratories within the framework of the SMT authorisation.

2 - ANNUAL ROYALTY FOR THE RIGHT TO USE THE ENEC MARK

The applicant of the right to use the ENEC Mark must pay the LCIE an annual royalty, calculated for each application, according to Application Document 7A1.

Each year, the LCIE sets the amount of that royalty as well as the payment terms.

3 - COLLECTING THE COSTS

The costs defined above are invoiced to the requestor / applicant and, as to the payment terms, the general terms for execution of the services of the LCIE apply.