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To:
CERTOTTICA S.c.r.l.
Zona Industriale Villanova,
7/A
32013 Longarone BL – ITALY

APPLICATION FOR THE EU TYPE-EXAMINATION CERTIFICATE RENEWAL

N. _____

for Personal Protective Equipment (PPE)

in compliance with

Regulation (EU) 2016/425 of the European Parliament and the Council of 9 March 2016

(The blanks in this page must be filled in by CERTOTTICA's staff)

Evaluation report issued by RVAL:	Evaluation date: RVAL's signature and CERTOTTICA's stamp

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IDENTIFICATION DATA

MANUFACTURER [1]

Company name	
Legal Headquarters	
Operative Headquarters	
Legal Representative	
Telephone	
Fax	
Company Contact Person	
Role	
Telephone	
Fax	
E - @ MAIL	
Manufacturing Unit	
Manufacturing Unit Headquarter	
Telephone	

[1] Any change in the above mentioned data must be promptly communicated to the notified Body

AUTHORIZED REPRESENTATIVE OR LEGAL REPRESENTATIVE IN THE EUROPEAN UNION [1] [2]

Company Name	
Legal Headquarter	
Legal Representative	
Company Contact Person	
Role	
Telephone	
Fax	

[1] Please enclose assignment letter signed by the manufacturer only if changed compared to the one submitted for the previous certification.

PRODUCT – BASE MODEL

Type of PPE	
Field of application	
Trade-mark	
Identification code /Model name	
Reference harmonized standard(s) or technical specification(s)	
PPE category	
EU type-examination certificates in existence	

PRODUCT - VARIANTS

Variants of the basic model	
Identification code	

DECLARATIONS

a) We confirm NO changes have been made on the certified product identified in tables "Product – Base model" and "Product – Variants" in the section "Identification data", including materials, sub-components / sub-assemblies;

b) We confirm that there have been no changes to the reference Standard(s) or other technical specification(s) applied for the conformity evaluation of the product identified in tables "Product – Base model" and "Product – Variants" in the section "Identification data";

c) We confirm that there has been no evolution of the state of technology and that the PPE still satisfies the Essential Health and Safety Requirements applied on product identified in tables "Product – Base model" and "Product – Variants" in the section "Identification data";

Date, …

THE APPLICANT

(----------)

(function of the signatory in the company)

DOCUMENTS TO BE SUBMITTED

Please send us the documents listed below:

Current product drawings and photographs *Include the most updated documents, specify also the weight of the PPE, if possible*	☐
Marking of the product *Images of the current marking placed on the product, mentioning at least the height of the CE, its position on PPE and the kind of application of the marking (imprinted, printed, labelling, etc. …)*	☐
Information supplied by the manufacturer *Informative note in compliance with point 1.4 Annex II of Regulation (EU) 2016/425 and with the requirements of the standard(s) or of other technical specification(s) applied*	☐
For III category products, the results of official controls at random intervals in conformity to Annex VII of Regulation (EU) 2016/425 (Module C2) or audit results of your quality system performed according to Annex VIII of Regulation (EU) 2016/425 (Module D), unless those results have already been made available to CERTOTTICA Scrl, *Applicable only to III category products as identified on table "Product - Base model" under section "Identification data"*	☐
In case of renewal of a secondary EU Type-Examination Certificate (own brand certificate), documents signed by PTA and STA including points from 1 to 8 foreseen by paragraph 6.2 of the CERTOTTICA's procedure PQ 16. 04 "Rules for EU certification of Personal Protective Equipment" *Applicable only to secondary EU type-examination certificates and only if the contractual conditions between PTA and STA are the same as the original certification*	☐

(The blanks in this page must be filled in by CERTOTTICA's staff)

TERMS AND CONDITION

PREMISES

The Applicant intends **to renew** the EU Type-Examination Certificate for the Personal Protective Equipment hereinafter described, in accordance with Regulation (EU) 2016/425 of the European Parliament and of the Council, point 7.6 Annex V (simplified procedure).
CERTOTTICA is a Notified Body authorized to issue EU Type-Examination Certificates for Personal Protective Equipment according to Regulation (EU) 2016/425 of the European Parliament and the Council. CERTOTTICA has been notified by the European Commission with identification number 2008.

Art. 1 PREMISES AND EU RENEWAL OBJECT

The object of EU type-examination renewal shall be the PPE identified in the table "Product - Base model" and related table "Products - Variants" of the previous point hereinafter referred to as "product".

Art. 2 REQUIREMENTS TO OBTAIN THE RENEWAL OF THE EU TYPE-EXAMINATION CERTIFICATE

In order to allow CERTOTTICA to fulfil its tasks, the Applicant shall submit the request of renewal at the earliest 12 months and at the latest 6 months prior to the expiry date of the EU Type-Examination Certificate.
If the renewal request is submitted to CERTOTTICA less than six months before the EU Type-Examination Certificate expiration date, CERTOTTICA cannot guarantee the issue of the renewed EU Type-Examination Certificate.
The Applicant has drawn up the Technical Documentation as detailed in the list on section “Documents to be submitted”. The Applicant shall consequently send CERTOTTICA this filled-in Application for EU Type-Examination Certificate renewal and the documents required according to point 7.6 annex V of the reference legislation.

Art. 3 APPLICATION AND DOCUMENTS EXAMINATION

CERTOTTICA shall examine the Renewal Application and the documentation supplied together with this application.
During the examination, if there are no discrepancies compared with the requirements foreseen by the reference legislation and Art. 2 of this application, CERTOTTICA will issue the renewed EU Type-Examination Certificate. On the contrary, non-conformities will be reported by CERTOTTICA to the Applicant in written form. Non-conformities may require the inspection of the valid EU Type-Examination Certificate according to the conditions detailed under point 6.1 of CERTOTTICA’s “Rules for EU certification of Personal Protective Equipment” (PQ 16.04).
It is CERTOTTICA’s task to ask a sample representative of the production if it is necessary to support the examination process in a correct and complete manner.

Art. 4 ISSUING OF THE EU TYPE-EXAMINATION CERTIFICATE RENEWAL

In observance of the conditions listed in the quotation, CERTOTTICA undertakes to issue and officially register the EU Type-Examination Certificate renewal for the Applicant’s product, in compliance with Par.6 of Annex V of the reference law, to the extent to which the documentation supplied when submitting this EU Renewal Application is in compliance and consistent with the statements made on paragraph “Declarations” of this Application.
The EU Type-Examination Certificate is issued in double copy, one of them is forwarded to the Applicant and one is kept by CERTOTTICA.
The communication of the issuing of the EU type-examination certificate will be forwarded to the (national and/or international) organizations to which such information is due in compliance with standards or laws.
The renewed EU Type-Examination Certificate is issued as a revision of the EU type-examination certificate previously in force. Every EU Type-Examination Certificate revision automatically cancels and replaces the previously issued version.

Art. 5 APPLICANT’S OBLIGATIONS

The Applicant undertakes to provide CERTOTTICA all required information necessary to evaluate and verify the declarations made in this Renewal Application, section “Declarations”, and the information regarding the product subject of the EU Type-Examination Certificate to be renewed.

Art. 6 AMOUNTS DUE TO CERTOTTICA

For the examination of the Renewal Application and the documentation supplied, the Applicant undertakes to pay CERTOTTICA the fees as stated in the quotation prepared by CERTOTTICA's Sales Department, in accordance with the current price-list.

Art. 7 CONFIDENTIALITY

CERTOTTICA undertakes to consider all the documents and the information (Know - how) it has received or that have come to its knowledge regarding the Applicant’s organisation and/or its products strictly confidential.
This clause shall remain valid and in force also after the expiry of this Contract and until the confidential nature of the information and of the Know-how exchanged during its being in force persists.
All paperwork (documents, letters, notifications, etc.) and information relating to certification activities, since the Application for EU type-examination is submitted, are considered confidential and access to them is governed by a specific procedure.

The only information that CERTOTTICA shall disclose to any person asking for it, through specific written request to be sent via fax or email to the address listed in CERTOTTICA website, is the information contained in the renewed EU Type-Examination Certificate (without the need of any authorization by the Applicant).
CERTOTTICA's personnel at all levels, as well as external personnel involved with the sampling, tests and issuing of renewed EU Type-Examination Certificates who may gain knowledge of the information contained in these documents and other information relating to the Applicant that CERTOTTICA has EU Type-Examination agreements with, is all subjected to professional secrecy.
In the event that the law establishes that certain information should be notified to any Relevant Control Authorities which request it, CERTOTTICA will inform the Applicant of the information which has been disclosed.
Further to instructions from the Applicant, CERTOTTICA is irrevocably authorised to transmit the renewed EU Type-Examination Certificate and any other information, to any third parties in compliance with current privacy law.

Art. 8 ADDITIONAL DOCUMENTS TO THIS RENEWAL APPLICATION

The following are part of this Application for the renewal of the EU type-examination certificate:

- the quotation related to the present application, submitted by CERTOTTICA Sales Department, and accepted by the Applicant;
- the Rules for EU certification of Personal Protective Equipment (PQ 16.04) available on CERTOTTICA's website (certottica.it);
- the EU Type-Examination Application in place with the original signed quotation, that is still valid as contractual obligation between the Applicant and CERTOTTICA for the certification process.

END