

LOVAG General instruction G5

Witnessed Routine Test Report Rules

(for products in full compliance with IEC61439-1 & IEC61439-2 Standards)

Edition 1.0

This document has been approved by the LOVAG Management Committee,
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Signed:



**Marie-Elisabeth d'Ornano
CHAIRMAN OF LOVAG**

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Application Documents:

The documents of application of the Certification Rules are available at the LOVAG Website (www.lovag.net) and at LOVAG Secretariat for the applicants and the holders.

1. **SUBJECT – DEFINITIONS – REFERENCE DOCUMENTS – SCOPE**

Subject

The basic aim of LOVAG (Low Voltage Agreement Group) is the harmonisation of the voluntary testing and certification of Industrial Electrical and Electronic equipment to IEC Standards and European Standards (EN) within the frame of international, regional regulations e.g.: European Directives such as the Low Voltage Directive (LVD), the Electromagnetic Compatibility Directive (EMC) and the Machinery Safety Directive (MSD), and local regulations, are applicable.

The focus is on Low Voltage Industrial Electrical and Electronic Equipment. LOVAG in this context proposes different services adapted to the market needs :

- ❖ Type Test Certification
- ❖ Single Product Licence for the LOVAG Mark
- ❖ Limited Licence for the LOVAG Mark
- ❖ Full Licence for the LOVAG Mark

LOVAG Agreement Group extend the services already proposed with a new offer as a “Service After Certification” and in particular with the issue of LOVAG Witnessed Routine Test Report. The Witnessed Routine Test Report, issued by LOVAG members, certify the tested product complies with the routine tests requested by the IEC or EN Standards.

The Witnessed Routine Test Report described in this rules is restricted to products showing full compliance to IEC/EN 61439-1 & IEC/EN 61439-2 Standards. Testing according to national deviations can be accepted, but this has to be clearly noted in the LOVAG Witnessed Routine Test Report document.

(NB: Compliance to technical specifications or compliance to parts of standards is not yet considered, and will be covered by future editions of these rules)

Definitions

For the purpose of this document :

- The applicant is the legal person who becomes the "holder" after granting the Witnessed Routine Test Report.
The term applicant means the person who legally requests and will be the owner of the Witnessed Routine Test Report. The name and address of the applicant is mentioned on these document, which shall also mention, the name and address of the Manufacturer and the name and address of the factory(ies) actually manufacturing the product.
NB : The applicant may be the manufacturer.
- the term LOVAG means “Low Voltage Agreement Group” and refers to a Certification Scheme;
- the term “ CB” means one of the Certification Bodies of LOVAG;
- the term “LOVAG Type Certificate” refers to a Type Certificate issued by a CB;
- the term “EU” means European Union.

Reference Documents

- LOVAG G1: Certificates and Test Reports
- LOVAG G2: Measurement Uncertainties
- LOVAG G4: LOVAG Certification Scheme (SEC(LOVAG)04.015)

- LOVAG OD 03-04: LOVAG's Procedure for WMT testing
- LOVAG Test Instructions (LTI)
- LOVAG Test Report Forms (TRF).

Purpose

The LOVAG Witnessed Routine Test Report is intended to be used on Industrial Electrical Power switchgear and controlgear assembly in compliance with International standards IEC/EN 61439-1 & IEC/EN 61439-2.

LOVAG Witnessed Routine Test Report is a 100% LOVAG assisted verification dedicated to all the Clients to guarantee the safety and quality to a product already certified in a single certification as an "Assembly system" (see IEC 61439-1 Cl. 3.1.2).

The purpose of this General Document is to provide a process to issue a final technical verification on product claiming the LOVAG Witnessed Routine Test Report.

The LOVAG Witnessed Routine Test Report shall be issued only for the whole routine test series.

All tests for LOVAG Witnessed Routine Test Report shall be carried out under LOVAG WMT procedure in order to have clear third party conditions. That means that these tests shall be witnessed by a LOVAG Technical Witness (LTW) (see LOVAG OD 03-04).

2. PROCEDURES FOR OBTAINING A LOVAG WITNESSED ROUTINE TEST REPORT

When the applicant wishes to obtain a LOVAG Witnessed Routine Test Report, the applicant formally places a request in written to a CB.

On basis of an existing LOVAG Certificate which shows standard conformity, the relevant LOVAG CB is allowed to grant the LOVAG Witnessed Routine Test Report, whereas the following additional requirements have to be fulfilled:

- If the relevant LOVAG Certificate is deemed to be not sufficient to cover standard conformity, additional test covering have to be performed and reported by a LOVAG registered Laboratory and approved by the LOVAG CB.
- If the relevant LOVAG Certificate is issued more than three (3) year prior to the application for the LOVAG Witnessed Routine Test Report or the tests are more than 3 years old the LOVAG Certificate has not to be accepted, unless the applicant has successfully demonstrated that the current product is identical to the tested one of the LOVAG Certificate and modifications are not affecting safety and/or performance issues.
- If the standard referenced in the LOVAG Certificate is replaced by a new edition or modified, the applicant has to demonstrate that the relevant product complies with the present standard by e. g. additional tests.

If, on basis of these rules, standard conformity is shown and confirmed by the LOVAG CB the application request can be accept for issuing Witnessed Routine Test Report without further type tests.

3. INSPECTION PROCEDURE

All inspection verification for LOVAG Witnessed Routine Test Report shall be carried out under Lovag WMT procedure in order to have clear 3rd part conditions. That means that these verification shall be witnessed by a LTW.

At each visit to the requiring applicant premises, the LCB representative in the person of an LTW, shall verify:

- All the products on which the WRTR is requested
 - *with list of parts/components to be verify*
- the original Lovag certificate
 - *with original list of parts/components verified*

LTW shall ask the applicant the evidence that the product under test are assembled without deviations according to the original manufacturer instructions.

Verification is carried out by the Manufacturer personnel and the LTW shall be present during the verification and shall supervise, check and witness the verifications to be done are in full compliance with the IEC 61439-1 Cl. 11 requirements and reported utilizing the document “Lovag WRTR form IEC/EN 61439-1& IEC/EN 61439-2 Ed. 2.0” (see annex 1)

The LTW performing the inspection verification shall have competence in:

- | | |
|---|-----------------------|
| -product involved in the verification | IEC 61439-1 and 2 |
| -competence of the staff who perform the tests | ISO/IEC 17025 Cl. 5.2 |
| -control of environmental condition at the premises | ISO/IEC 17025 Cl. 5.3 |
| -availability of acceptable test requirement | ISO/IEC 17025 Cl. 5.5 |

ANNEX 1

See LOVAG Routine Test Report Form IEC/EN 61439-1 & IEC/EN 61439-2 Ed. 2.0