

**LOW VOLTAGE AGREEMENT**  
**OBJECTIVES PRINCIPLES OF OPERATION**  
**AND MEMBERSHIP REQUIREMENTS**

**1. SCOPE:**

The Low Voltage Agreement Group (LOVAG) provides a forum for the international collaboration between certification bodies and its intention is to maintain as an agreement group in EOTC and to gain a worldwide reputation as a competent Agreement Group in the area of low voltage industrial equipment.

The basic aim is the harmonised application of European Norm (EN's), harmonised Documents (HD's) and IEC Standards to the type testing and certification of electrical equipment for low voltage industrial and similar applications, within the scope of the Low Voltage Directive and any other relevant directives. Products covered are listed in Scope of standards published at the LOVAG website.

LOVAG's main purpose as an Agreement Group shall be for the mutual recognition of the test reports and/or certificates of conformity by its signatories.

LOVAG shall be self funding.

**2. DEFINITIONS**

- 2.1 LOVAG Agreement Group means the Signatory Bodies to the LOVAG Agreement.
- 2.2 Management Committee means the Management Committee of LOVAG.
- 2.3 LOVAG Instruction means a document issued by LOVAG which defines the technical and administrative procedures for performing and recording a test to a given standard so as to ensure reproducibility.

**3. OBJECTIVES:**

The objectives to which the members of LOVAG have agreed are:

- 3.1 The uniform interpretation of European Norm, harmonisation Documents and IEC Standards for the testing of electrical equipment for use by suitably instructed people, by the preparation of LOVAG Instructions. A list of those standards is given at "Scope of equipment standard for use by LOVAG" at the LOVAG website
- 3.2 The uniform presentation of test results and data in the different documents issued by each testing organisation and the conditions on which each document can be issued.

- 3.3 The adoption of a uniform front sheet for the Certificates issued by and under the responsibility of individual Signatory Bodies, indicating that verification tests have been performed in accordance with the agreed interpretations of the appropriate standard and relevant LOVAG Instruction.
- 3.4 The harmonisation of measuring techniques and methods to be used when performing the type tests specified in the Standards.
- 3.5 Members of LOVAG shall be Certification Bodies; they should have the support of the manufacturers and users in their respective countries.
- 3.6 The promotion of similar organisations to the current signatories to the LOVAG Agreement in other countries.
- 3.7 Certification Bodies shall be required to demonstrate that their procedures meet the requirements of EN 45011.
- 3.8 Testing laboratories shall be required to show compliance with EN ISO/IEC 17025 and be able to demonstrate this compliance by an acceptable national accreditation scheme meeting the requirements of ~~EN 45002 and EN 45003~~ EN ISO/IEC 17011

Where an acceptable national accreditation scheme does not exist in the country of the applicant body an assessment will be made using the requirements of ~~EN 45002 and EN 45003~~ EN ISO/IEC 17011 by an assessment team appointed by the LOVAG Management Committee.

Where a testing laboratory is located outside of EU or EFTA countries an assessment will be made by a national accreditation body of the Signatory country where the laboratory is registered or by an assessment team appointed by the LOVAG Management Committee. *If the assessment is made by the national accreditation body of the country of the laboratory, the LOVAG Management Committee has the right to appoint an additional assessment team from LOVAG experts. For this LOVAG Management Committee can take into account, whether the national accreditation body of the country of the laboratory is a member of ILAC.*

The applicant would be responsible for all the costs incurred in the assessment.

- 3.9 Testing laboratories shall use LOVAG Test Instructions and LOVAG Test Report Forms.

#### 4. CERTIFICATES

- 4.1 LOVAG as a collaboration does not itself issue certificates. Each certification body issuing a Test Certificate is responsible for the validity and contents of the Certificate.
- 4.2 LOVAG Members pledge that when testing for certification to a standard they will only test in accordance with the agreed interpretation of the standard as given in the LOVAG Instruction.

- 4.3 A LOVAG Certificate is a Certificate of conformity issued by one of the signatories under the LOVAG mutual recognition agreement between the signatories listed in the annex to the Agreement.

## **5. LOVAG TEST INSTRUCTIONS**

- 5.1 Members of LOVAG have agreed to cooperate in the preparation of instructions to provide harmonised interpretations of European Norms, Harmonisation Documents and IEC Standards as appropriate.
- 5.2 LOVAG Test Instructions will be published and made available to Signatories to the LOVAG Agreement. The dissemination of the instructions in a country shall be the responsibility of the signatory bodies.
- 5.3 Wherever appropriate LOVAG Test Instructions will be made available to the appropriate national, European and international bodies for consideration.
- 5.4 LOVAG Test Instructions will be revised when necessary particularly to reflect changes in Standards.
- 5.5 When LOVAG Test Instructions are agreed and published signatory bodies shall withdraw any conflicting Local Test Instructions and replace them with the LOVAG Test Instructions.

## **6. GENERAL PROCEDURES**

- 6.1 The affairs of LOVAG are directed and controlled by a Management Committee. Each signatory body may have more than one nominated member to the committee representing manufacturer interests, user interests and the certification bodies. Each signatory has one vote. Decisions at Management Committee meetings on general policy, publication of LOVAG Instructions and the acceptance of new members should be unanimous but where a vote is necessary, a two-thirds majority of votes of all signatories is sufficient.

A Chairperson and a vice chairperson of the LOVAG Management Committee shall be elected by the Management Committee. Candidates for chairperson and vice chairperson shall be proposed and seconded at a full meeting of Management Committee and shall be from different countries.

Where there is more than one candidate for chairperson or vice chairperson they shall be elected by a simple majority each member country having one vote.

The Chairperson and vice chairperson shall serve for three years and the vice chairperson would normally be elected chairperson for the subsequent three years and a new vice chairperson elected.

The Chairperson will be neutral in his conduct of committee meetings and will not normally be involved unless the chairperson is the only nominated member representing his member country when he shall be able to vote on all matters before the meeting.

It is essential that all matters relevant to LOVAG are brought to the attention of the Management Committee for voting during a full meeting. On rare occasions where it is obvious that there is insufficient time to convene a full meeting and the chairperson is convinced it is in the interests of LOVAG to do so, the chairperson may decide on issues in consultations with the members and with the secretary. Management Committee members shall be informed of such decisions immediately and such decisions shall be confirmed or otherwise at the next meeting of the Management Committee.

Full minutes of all Management Committee meetings shall be taken by the secretary and circulated to all nominated members within three weeks of the meeting.

- 6.2 The Management Committee is responsible for the maintenance of the terms of the LOVAG Agreement. It shall strive for decision by consensus but where a vote is necessary, a two-thirds majority of votes of all signatories is sufficient.
- 6.3 LOVAG Instructions are prepared by LOVAG Technical Committee and comprising experts designated by the signatory bodies with a Chairman appointed by the Technical Committee, too. Each LOVAG Certification Body has the right to representation on Technical Committee. LOVAG Instructions must be approved by the Technical Committee.  
The overall programme of work of the Technical Committee is decided by the Management Committee.
- 6.4 LOVAG is not established for commercial reasons.
- 6.5 Members of LOVAG will inform customers and users of the agreed Objectives, Principles of Operation and Membership Requirements of LOVAG.
- 6.6 No Members of LOVAG shall make any public statement or issue printed publicity on the affairs of LOVAG in relation to matters not approved by the Management Committee. If a short term statement is necessary the chairman has to circulate the statement to all members asking for comments within one week. No answer within a week can be taken as approval.
- 6.7 If the situation arises that more than two signatories are registered in the same country, article 6.1 should be reviewed and a clear regulation should be fixed to prevent dominance of one country within LOVAG.

This amendment 4 to the LOVAG Agreement (March 2004) gives the new LOVAG M 5, issue 9, which was approved by the LOVAG Management Committee on October 10<sup>th</sup>, 2008. Changes in comparison to issue 8 are marked by a line at the left side.

  
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Michel Brenon, Chairman of LOVAG