

**Application for Conformity Assessment  
for Specified Electrical Appliance and Material (1/2)**

(For application by foreign manufacturer)

To TÜV Rheinland Japan Ltd.

By agreeing to the contents described in “Conformity Assessment for Specified Electrical Appliances and Materials - Application Handling Flow and Items to be checked”, and in accordance with the procedure stipulated in Article 13, Item 1 of the Enforcement Regulations of Electrical Appliances and Materials Safety Act, I hereby apply for issue of the equivalent of the certificate.

(NOTE: For the concerned  in this form, please mark, e.g., by “X”.)

1. Applicant

Company Name:  
Address:  
Title and name of the representative:  
TEL: FAX:  
Email:

2. Contact person for application (if another person of the applicant handles this application for the person of 1.)

Name of business place:  
Address:  
Department/Title:  
Name:  
TEL: FAX:  
E-mail:

3. Factory relating to application

Factory Name:  
Address:  
Title and name of contact person:  
TEL: FAX:  
Email:

(Please describe as “See the enclosed document” in the above and prepare the attachment in which the above items of all factories are listed, if more than one factory.)

4. Name of Specified Electrical Appliance and Material

5. Standard(s) applied to confirm compliance with METI Ordinance of Technical Requirements

6. Type Classification

(See the enclosed document)<sup>(\*)</sup>

7. Summary of structure, materials and performance of Specified Electrical Appliance and Material

(See the enclosed document)<sup>(\*)</sup>

NOTE (\*) – Please enclose the attachments concerned in the application.

**Application for Conformity Assessment  
for Specified Electrical Appliance and Material (2/2)**

8. Issue of "Authorized Valid Copy" of the Equivalent of the Certificate

( ) sets                       not necessary

Enter the number in ( ).

9. Delivery deadline requested ( )

10. Billing address of the invoice

same as the person of 1.

same as the person of 2.

11. Delivery address of the equivalent of the certificate

same as the person of 1.

same as the person of 2.

12. Restitution of test sample(s)

(Please describe the method for returning of test sample(s) after testing)

13. Others

(Concerning application, please write down if any specific instructions exist.)

Application Date: \_\_\_\_\_

Signature or Seal: \_\_\_\_\_

(Signature or Seal by the person mentioned in Items 1 or 2)

<Contact>

TÜV Rheinland Japan Ltd.

Customer Service Center

E-mail [info@jpn.tuv.com](mailto:info@jpn.tuv.com)

TEL 045-470-1850 for customers in East Japan

TEL 06-6355-5400 for customers in West Japan

## Application for Authorized Valid Copy

(For application by foreign manufacturer)

To TÜV Rheinland Japan Ltd.

Hereby, I apply for issuance of Authorized Valid Copy for the equivalent of the certificate mentioned in 2.

### 1. Applicant

Company Name:  
Name of business place:  
Address:  
Department/Title:  
Name:  
TEL: FAX:  
E-mail:

2. Certificate Number concerned: JD

Identification of Type Classification: CL (If two or more exists)

3. Delivery deadline requested ( )

4. Number requested: ( ) set(s) (Enter the number in ( ).)

Application Date: \_\_\_\_\_

Signature or Seal: \_\_\_\_\_

(Signature or Seal by the person in Item 1)

<Contact>

TÜV Rheinland Japan Ltd.  
Customer Service Center

E-mail [info@jpn.tuv.com](mailto:info@jpn.tuv.com)

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## Conformity Assessment for Specified Electrical Appliances and Materials Application Handling Flow and Items to be checked (1/4)

### 1. Application Handling Flow

The outline of application handling flow of TÜV Rheinland Japan Ltd. (hereinafter, "TRJ") is as follows.

<b>Step 1: Submission of the application, test sample etc.</b>	: The applicant submits the application etc. (at least, the application and the materials for calculating the fee) to TRJ. Please consult to TRJ before submitting the application if a question on application exists.
<b>Step 2: Confirmation of Fee</b>	: TRJ sends the quotation calculated to the applicant. Go to Step 2 after agreed. (Calculation based on the information provided by the applicant)
<b>Step 3: Review of the application, test sample, etc, received</b>	: At Steps 1 or 3, the applicant submits test sample and documents etc. which are required for conformity assessment.
<b>Step 4: Action for the insufficient matter</b>	: TRJ reviews about whether open item for conducting conformity assessment exists or not. If there is an issue, TRJ reports it to the applicant. After solving the issue, go to the following Step 5.
<b>Step 5: Conformity Assessment</b>	: TRJ conducts conformity assessment.
<b>Step 6: Action for non-conformity matter</b>	: In case of non-conformity, TRJ reports the contents to the applicant. After taking necessary modification, the applicant reports the contents to TRJ and submits the modified sample if needed. Be careful, because there is the limitation on the number of modification and the period. If no non-conformity, go to Step 7.
<b>Step 7: Issuance of the equivalent of the certificate</b>	: TRJ issues an equivalent of the certificate.
<b>Step 8: Sending of certificate/invoice</b>	: TRJ send the certificates etc. to the applicant.

NOTE 1 - In the case of application by foreign manufacturer, the procedure is based on Article 13, Item 1 of the Enforcement Regulations of Electrical Appliances and Materials Safety Act.

NOTE 2 - About Conformity Assessment by Registered Conformity Assessment Body (hereinafter, RCAB) under the Electrical Appliances and Materials Safety Act, it purposes to confirm the implementation and capability of the applicant concerning compliance with the METI Ordinance of Technical Requirements, in accordance with the procedure stipulated by the Act. Therefore, the Type Classification and the applied standard(s) etc. for conformity assessment are based on the information provided by the applicant.

## Conformity Assessment for Specified Electrical Appliances and Materials Application Handling Flow and Items to be checked (2/4)

### 2. Items to be checked when submitting an application

The items listed below are, for conducting conformity assessment, additional items to both "Testing and Certification Regulations" and "General Business Conditions".

"Testing and Certification Regulations" and "General Business Conditions" are available in [Forms and Documents Download \(Link\)](#) , or request to TRJ directly. The contact address is available in the application form.

#### (1) (Preparation and cooperation for conduct of conformity assessment)

- ① According to "Guide for Documents/Test Sample(s) for submission when applying for Conformity Assessment for Specified Electrical Appliances and Materials", which is available in this document package, please provide documents, information, test sample(s), etc., which are required for conduct of conformity assessment.
- ② Please make preparation of the matters which are required for conducting conformity assessment, e.g., entering a factory/other premise, survey or browse of documents etc., interviewing the personnel, and others.

#### (2) (Items to be preserved by applicant)

Concerning the conformity assessment or the equivalent of the certificate (hereinafter, "certificate" in this (2)), please implement the following items:

- ① to always comply with the concerned requirements of the Electrical Appliances and Materials Safety Act (hereinafter, DENAN);  
NOTE - Check the regulations etc. of DENAN sometimes because those may be revised or might have been revised, and take actions properly where necessary.  
About the details of procedure of DENAN, check the Guide available in the following: [Website of DENAN \(Link\)](#) , where English version is available.
- ② to do so that the manufactured Specified Electrical Appliance and Material complies with the METI Ordinance of Technical Requirements. And to conduct inspections stipulated in Article 8, Paragraph 2 of the Act, to record the results etc. in the manner stipulated by the Act, and to keep the records;
- ③ to prepare all which are required for conducting conformity assessment;
- ④ to make claims regarding certification consistent with the scope of certification based on DENAN;
- ⑤ not to use its certification in such a manner as to bring TRJ into disrepute, and not to make any statement regarding its certification that TRJ may consider misleading or unauthorized;
- ⑥ for suspension or withdrawn of the certificate, any specific procedures do not exist in DENAN. However, if TRJ decided to take the concerned measures (by consulting with METI if needed), to stop all advertising which states the concerned conformity assessment or the certificate, and to return the original certificate and the relevant documents to TRJ according to the request of TRJ.
- ⑦ to handle the issued "Authorized Valid Copy" properly in accordance with the provisions of DENAN, although on request TRJ issues "Authorized Valid Copy", which Article 13, Item 1 of the Enforcement Regulations of DENAN stipulates, when the applicant applied for it. And, not to use a copy duplicated by yourself as "Authorized Valid Copy" and not to use it in a manner that may cause misleading;
- ⑧ to comply with the provisions of DENAN and the requirements of TRJ, when mentioning the conformity assessment or the certificate in a communication media such as documents, brochures or advertising;
- ⑨ to make the markings complying with the requirements of Article 10 of DENAN, the METI Ordinance of Technical Requirements and the applied standards etc.;
- ⑩ to take suitable measures by taking account of the provisions of DENAN, in case of changes that may affect the provisions of DENAN, including conformity to the METI Ordinance of Technical Requirements, by cooperating with the Japanese importer if needed;
- ⑪ not to partially duplicate a report which TRJ issues on request and for a fee, and not to use it in the manner that may cause misunderstanding;
- ⑫ to take suitable measures when finding out an issue of the product and to report the issue to the Japanese importer (and also to TRJ if the contents relate to the certificate issued by TRJ).

## **Conformity Assessment for Specified Electrical Appliances and Materials Application Handling Flow and Items to be checked (3/4)**

- (3) (Ensuring of maintenance of conformity with the METI Ordinance of Technical Requirements)  
After granting of the equivalent of the certificate, please ensure by yourself maintaining of conformity with the METI Ordinance of Technical Requirements applicable to products so that it meets with the requirements of DENAN, e.g., Article 8, etc.

(4) (Fees)

In case of the incorrect documents or improper test sample etc. of which the applicant submitted, for the improvement by the applicant against non-conformity or the like, if the concerned issue is under responsibility of the applicant and if additional work which was not planned initially is required to TRJ, TRJ confirms the payment by the applicant after informing the additional fee. If the payment is not agreed, TRJ stops the project and charges the actual expenses which were spent till then.

NOTE 1 – The fee depends on the structure, components/materials, function etc. of the applied Specified Electrical Appliance and Material, and the applied standard(s) for conformity assessment, and so on.

NOTE 2 – If the applicant requests to use their own standard(s) etc., please submit the evidence(s) that the applicant evaluated to show that it is a suitable tool to confirm compliance with the METI Ordinance of Technical Requirements. Since, if no evidence exists, the evaluation for the standard(s) is treated as additional work of TRJ. Moreover, TRJ may judge it as not suitable.

NOTE 3 – If the applicant wants to pay the fee through a member company of TÜV Rheinland Group which is in the country/region of the applicant, please consult TRJ (or the company) before (or when) submitting the application.

(5) (Applicant)

The applicant shall be the foreign manufacturer who actually manufactures the concerned Electrical Appliance and Material.

Reference: According to the Act, as a rule, applicants subjected to Conformity Assessment stipulated in Article 9 of DENAN shall be Notifying Supplier, i.e., Japanese manufacturer or Japanese importer who has been stipulated in Article 3 of the Act. However, in the case of Japanese importers, they may not have ability to implement the obligations stipulated in Article 8 of the Act. In such case, by receiving an application from the foreign manufacturer who manufactures the concerned Specified Electrical Appliance and Material, RCAB issues “the equivalent of the certificate”, and the “Authorized Valid Copy” on request. Japanese importer can then receive the “Authorized Valid Copy” through the foreign manufacturer.

(6) (Application Form)


In according to the purpose, please use the suitable form available in this document package.

NOTE – Within TÜV Rheinland Group, plural RCABs under DENAN exist. Therefore, please check whether the application is for TRJ, before submitting the application.


(7) (Use of external resources for services related to conformity assessment)

For conducting conformity assessment, TRJ might use the external resources reported to METI as the organizations to outsource a part or the whole of the service, i.e., product testing and/or inspection of the applicant's equipment. Please refer to “List of External Resources for Services related to Conformity Assessment” and agree to entrust selection of the external resource(s) to TRJ. If having special conditions on use of external resources, please describe the condition under “13. Others” in the form of “Application for Conformity Assessment for Specified Electrical Appliance and Material”.

## Conformity Assessment for Specified Electrical Appliances and Materials Application Handling Flow and Items to be checked (4/4)

- (8) (Indication of name of conformity assessment body)  
After receiving the concerned “Authorized Valid Copy” through the foreign manufacturer granted the relevant Equivalent of Certificate, Japanese importers defined as Reporting Supplier in Article 3 of DENAN have to make the specified markings on the concerned Electrical Appliance and Material, in the manner specified in Article 7 of the Enforcement Regulations of DENAN. In this case, the marking of TRJ must be as follows:
- テュフ・ラインランド・ジャパン株式会社  
(TRJ's official name in Japanese)
- or
-   
(Trademark reported according to the provisions of Article 17, Paragraph 3 of the Enforcement Regulations of DENAN)
- or
- TÜV RJ  
(Abbreviation approved according to the provisions of Article 17, Paragraph 3 of the Enforcement Regulations of DENAN)

When indicating, please refer Article 17 and Appendix 6 of [the Enforcement Regulations \(Link\)](#).

NOTE – About marking of  , the name of Notifying Supplier and the name of Registered Conformity Assessment Body, which have been stipulated in Article 17 of the Enforcement Regulations based on Article 10 of DENAN, the responsibility is under the Japanese Notifying Supplier but not the foreign manufacturer. Therefore, when making the marking, please follow the instructions of the Notifying Supplier. And, if the Notifying Supplier is not understanding the legal meaning of the marking, please lecture to the Notifying Supplier about their obligations stipulated by DENAN.

- (9) (Handling of non-conformity)  
TRJ reports the results of non-conformity to the applicant after summarizing the contents conducts re-evaluation (max. two times and within 1 year). However, if not solved, TRJ treats the project as “non-conformity”.
- (10) (Communication with Japanese importer, and support to them)  
Ministry of Economy, Trade and Industry (METI) is conducting on-site inspection against the business place(s) of Notifying Supplier who imports Electrical Appliances and Materials. Moreover, METI is conducting evaluation of Electrical Appliances and Materials which are in the market. Through the said activities, if METI found out non-conformity and if it relates to the imported products, the concerned Notifying Supplier who was informed the fact from METI may contact the concerned foreign manufacturer for asking their support. If there is such case, please support the Notifying Supplier appropriately. And, to update the relevant information etc. through the business relationship of both, please cooperate properly with the Notifying Supplier who imports the products.

## **Guide for Documents/Test Sample(s) for submission when applying for Conformity Assessment for Specified Electrical Appliances and Materials**

- 1) "Application for Conformity Assessment for Specified Electrical Appliance and Material"  
For application form, please refer to "Conformity Assessment for Specified Electrical Appliances and Materials - Application Handling Flow and Items to be checked; 2. Items to be checked when submitting an application, (6) (Application Form)". If other form is used, in the form please include the substance that "Conformity Assessment for Specified Electrical Appliances and Materials - Application Handling Flow and Items to be checked; 2. Items to be checked when submitting an application" was checked and agreed, in addition to the applicable items described in the application form of TRJ.
- 2) Type Classification  
Type classifications are available in the following website of Ministry of Economy, Trade and Industry (METI). Type classifications for Specified Electrical Appliances and Materials within the scope of registration of TRJ are also available at TRJ on request.  
[The Enforcement Regulations \(Link\)](#) (only in Japanese)
- 3) Summary of structure, materials and performance of Specified Electrical Appliance and Material  
No special form is prescribed. Please submit a document describing structure, materials and performance of the Specified Electrical Appliance and Material.
- 4) List of factories (name of factory, address, name of contact person, TEL, FAX and E-mail)  
In case of more than 1 factory, please submit a list of factories as attachment as described in the application form.
- 5) List of inspection facilities (please submit the list for each factory)  
As for assessment of the inspection facilities, please refer to the relevant scope of Electrical Appliances and Materials in the Appendix 4 of the Enforcement Regulations of DENAN (refer to URL mentioned in above 2)). Further it is checked whether an internal procedure for management of facilities required by the Enforcement Regulations is established. As for facilities requiring accuracy, copies of calibration certificates are needed together with the list of inspection facilities, please submit the copies together with the documents related to above-mentioned internal procedure beforehand or during the on-site survey.
- 6) Technical documentation  
As a general rule, the following are required.
  - a) Circuit diagram
  - b) List of critical components etc.  
(In the list, please list the components/materials used in the test sample actually but not others. If needed to evaluate others, please submit another application for the purpose or evaluate by yourself by taking into account Article 8 of the Act.)
  - c) Instructions for use (Japanese version)
  - d) Specifications, structural drawing, wiring diagram, circuit pattern of printed wiring board (PWB) etc. for finished product, used components etc.
  - e) Certificates for used components/materials (if any corresponding)
  - f) Document describing special operation, handling etc., if any.
  - g) Design drawing of marking of ratingsDepending on product, others than the above-mentioned may be required. For details, please check with TRJ contact person before application or when applying.
- 7) Test sample(s)  
We inform you about the number of test sample(s) to be submitted for smooth conduct of conformity assessment in consideration of the product concerned, delivery deadline requested and other matters. For details, please check with TRJ contact person.
- 8) Letter of Attorney  
If the contact person for application is other than the applicant, please submit Letter of Attorney which the applicant prepared with his signature (or seal) by adding the purport of acting and the contact address of the acting person.





## **List of External Resources for Services related to Conformity Assessment (1/2)**

### **1. Members of TÜV Rheinland Group**

#### **1) TÜV Rheinland Taiwan Ltd.**

Location: 11F, No. 758, Bade Rd., Sec. 4, Songshan Dist., Taipei 105, Taiwan, R.O.C.

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **2) TÜV Rheinland Hong Kong Ltd.**

Location: 3-4, 11/F., Fou Wah Industrial Building, 10-16 Pun Shan Street, Tsuen Wan, N.T. Hong Kong

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **3) TÜV Rheinland Korea Ltd.**

Location: B2, Young City, N-Tower, 25, Mullaero 28-gil, Yeongdeungpo-gu, Seoul, 07298, Rep. of Korea

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **4) TÜV Rheinland (Shanghai) Co., Ltd.**

Location: No.177, Lane 777, West Guangzhong Road, Shanghai 200072, P.R. China

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **5) TÜV Rheinland (Shenzhen) Co., Ltd.**

Location: 16-18F, Tower A Building 2, Shenzhen International Innovation Valley, Dashi No.1 Road, Nanshan District, Shenzhen 518052, P.R. China.

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **6) TÜV Rheinland (Guangdong) Ltd.**

Location: No.199 Kezhu Road, Guangzhou Science City, Guangzhou, Guangdong 510663, P.R.China

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **7) TÜV Rheinland Thailand Ltd.**

Location: 18th Floor Tararom Business Tower, 2445/36-38 New Petchburi Road, Bangkapi, Huay Kwang, Bangkok 10320, Thailand

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **8) TÜV Rheinland InterCert Kft., MEEI Division, Products**

Location: Gizella út 51-57. HU-1143 Budapest, Hungary

Commissioned service: Product testing and inspection of manufacturer's equipment

#### **9) TÜV Rheinland/ CCIC (Ningbo) Co., Ltd.**

Location: 3F, Building C13, R&D Park, No. 32, Lane 299 Guanghai Road, National Hi-Tech Zone, Ningbo 315048, P.R. China

Commissioned service: Product testing and inspection of manufacturer's equipment

## **List of External Resources for Services related to Conformity Assessment (2/2)**

### **10) TÜV Rheinland / CCIC (Qingdao) Co., Ltd.**

Location: 6F, No. 2 Building, 175 Zhuzhou Road, Qingdao, Shandong 266101, P.R. China

Commissioned service: Product testing and inspection of manufacturer's equipment

### **11) TÜV Rheinland Vietnam**

Location: Unit 805-806, Centre Point Building, 106 Nguyen Van Troi St., Ward 8, Phu Nhuan Dist., Ho Chi Minh City, Vietnam

Commissioned service: Product testing and inspection of manufacturer's equipment

### **12) TÜV Rheinland of North America, Inc.**

Location: 12 Commerce Road, Newtown, CT 06470, USA

Commissioned service: Product testing and inspection of manufacturer's equipment

### **13) TÜV Rheinland LGA Products GmbH**

Location: Tillystr. 2, 90431 Nürnberg, Germany

Commissioned service: Product testing and inspection of manufacturer's equipment

## **2. Other than members of TÜV Rheinland Group**

none