



CERTIFICATION GUIDELINE

Burglary Resistance Products

ECB•S C01

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1 Scope

This Certification Guideline is applicable for inspection of works, product certification, approval of design modifications and external quality surveillance of products of the safe and strongroom industry providing protection against burglary according to:

- EN 1143-1 Safes, ATM safes, strongroom doors and strongrooms
- EN 1143-2 Deposit systems
- EN 14 450 Secure safe cabinets

2 Basic elements and preconditions for product certification

2.1 As a certification body according to EN 45 011, the European Security Systems Association (ESSA) e.V. issues an ECB•S certificate to manufacturers for secure safe cabinets, safes, ATM-safes, strongrooms (doors and walls) and deposit systems.

The basic elements of the issue and receipt of the product certificate comprise:

- Application for product certification to the European Security Systems Association (ESSA) e.V. (Annex A),
- inspection of works (section 3.1),
- type testing according to the basic standards listed in section 1 and this Certification Guideline,
- application of the lock list of high security locks (ECB•S R01),
- requirements on strongrooms in cast in-situ and/or prefabricated construction (modular design) (ECB•S R03),
- guideline for external quality surveillance of filling materials for products of the safe and strongroom industry (ECB•S R05) (in preparation),
- completion of periodical external quality surveillance audits (section 3.3),
- test report of a testing laboratory according to EN ISO/IEC 17 025 recognised by ESSA (Annex B),
- maintenance of a certified quality management system according to ISO 9001:2000 (EN ISO 9001:2000) "Quality Management Systems – Requirements" by the manufacturing company. The QM system must be certified by an accredited certification body.

3 Procedure for the issue and receipt of the product certificate

3.1 Inspection of works

3.1.1 A testing laboratory recognised by ESSA (Annex B) shall make an inspection of the applicant's works and check as to whether the manufacture of products according to a testing standard listed in section 1 is guaranteed.

3.1.2 In specific individual cases, ESSA may request that an inspection of works be done in the presence of a technical expert of ESSA.

3.1.3 ESSA shall inform the applicant about the result of the inspection of works in writing within four weeks. Where the result is negative, the reasons shall be explained and a period for improvements shall be set.

3.1.4 The cost of the services provided by the testing laboratory in connection with the inspection of works shall be invoiced by the testing laboratory to the manufacturer (applicant) in accordance with the version of the scale of fees of the testing laboratory applicable at the material time in conformity with the volume of services performed and shall be borne by the manufacturer (applicant).

3.2 Product certification

3.2.1 Application for type testing and certification of products according to section 1 shall be made by the manufacturer with the European Security Systems Association (ESSA) e.V. in writing and using the Application according to Annex A.

3.2.2 Certification will be completed after a positive inspection of works only (section 3.1).

3.2.3 The applicant shall be informed about the result of the type test within four weeks and shall receive a copy of the test report.

3.2.4 The cost of services provided by the testing laboratory during the test shall be invoiced by the testing laboratory to the manufacturer (applicant) in accordance with the version of the scale of fees of the testing laboratory applicable at the material time in conformity with the volume of services performed and shall be borne by the manufacturer (applicant).

3.2.5 A decision about the product certification is made by ESSA on the basis of the type test results. If an application is turned down, the applicant shall be informed about the reasons so that a second test (test comparison,

assessment of changes in design) can be made after the rectification of the causes.

3.2.6 The product certification shall be invoiced in accordance with the current scale of fees of the European Security Systems Association (ESSA) e.V.

3.2.7 After the product certification, the applicant undertakes in writing to manufacture the series products in accordance with the underlying technical documentation of the certificate (Annex C).

3.2.8 Applicants who develop products according to section 1 together may jointly apply for a type test. After a successful type test, ESSA can issue a product certification to these companies. The preconditions for product certification according to section 2.1 shall be equally applicable for the applicants.

3.2.9 If a certificate holder wishes to manufacture products according to section 1 for which a product certification has already been issued by means of a licence of another certificate holder (licensor), ESSA may grant a certificate without a renewed type test on the request of the licensee.

The right to carry the product certification for the manufacture under licence is granted for the duration of the licensing agreement.

The preconditions for product certification according to section 2.1 are applicable analogously.

3.2.10 If a certificate holder wants products certified according to section 1 to be manufactured totally or partly by another company, ESSA may at the request of the certificate holder recognise the manufacturing plant of the other company as a manufacturing plant of the certificate holder. Besides evidence of the governing influence of the certificate holder on the manufacturing and auditing process of the product in the plant within the other company, this above all requires that the other company submits to the inspection of works and external quality surveillance according to the Certification Guideline and maintains a certified quality management system according to ISO 9001:2000 (EN ISO 9001:2000) of an accredited certification body.

The recognition can be upheld for a limited period of time and may be given subject to regular provision of evidence of the required preconditions.

3.2.11 The duration of the certificate is limited to four years. A prolongation is possible, if the responsible testing laboratory confirms at the request of the certificate holder that the product still complies with the current standards.

3.3 External quality surveillance

3.3.1 ESSA is entitled and undertakes to supervise compliance with the requirements for the certified product. To this end, it is entitled to carry out external quality surveillance audits of the production process as well as test comparisons on products out of the production and stock as well as the products procured on the market.

3.3.2 The external quality surveillance audits shall in general be made by the testing laboratory which had made the type test. If the certificate holder co-operates with several testing laboratories due to this company's range of products, it is possible to choose a testing laboratory in co-ordination with ESSA. It must be guaranteed that the requirements for all certified products are supervised.

3.3.3 Every certificate holder shall ensure within internal self-inspection through a certified quality management system according to ISO 9001:2000 (EN ISO 9001:2000) that the series products are identical with the approved technical documentation. The results of the self-inspections shall be documented and presented in the external quality surveillance audits.

3.3.4 The external quality surveillance audits shall be made by an auditor from a recognised testing laboratory and can be carried out without advance notice. The auditor shall prove his identity through an adequate identification paper. The certificate holders shall allow the auditor an inspection of their plants and their products at any time during working hours. In addition they are obliged to supply products out of the production and stock according to his wishes among other things for test comparisons in compliance with the underlying standards according to section 1 and to give him adequate assistance. ESSA is entitled to take part in the surveillance audits with a technical expert.

The external quality surveillance is carried out on the basis of the ECB•S certificate and the technical documentation covered by the certificate. The technical documentation must be made available to the testing laboratory before the audit in the factory by the certificate holder.

Within the framework of the surveillance audits, the auditor shall investigate whether the certificate holder manufactures products on the basis of a certified quality management system according to ISO 9001:2000 (EN ISO 9001:2000).

3.3.5 The surveillance shall be adapted to the scope of production. In continuous production, it shall be carried out at least twice a year. The number of surveillances can be reduced to one external quality surveillance per year if no deficiencies are found in the first year after the start of production. If it is found that there are again deviations from the approved technical documentation, ESSA may reinstate the requirement of two audits to be made per year.

Certificate holders who do not manufacture ECB•S-certified products on a continuous basis shall inform ESSA and the testing laboratory in time about their production times.

3.3.6 In the surveillance audits, tests shall be made on the products being manufactured, the equipment of the plant as well as the production process.

3.3.7 The testing laboratory shall draw up a report about the external quality surveillance audit within four weeks.

Where the results of the surveillance audit are negative, the company shall be informed in writing about defects detected in the design and construction as well as possible obligations imposed by ESSA.

3.3.8 The certificate holder shall keep a list of any defects detected in the surveillance audits and as a result of customer complaints as well as the measures taken in order to rectify the deviations. It shall be presented within the context of the external quality surveillance audits.

3.3.9 The cost of the services by the testing laboratory in connection with the external quality surveillance, particularly the cost of extra tests, shall be invoiced by the testing laboratory to the certificate holder in accordance with the version of the scale of fees of the testing laboratory applicable at the material time and shall be borne by the certificate holder.

4 Approval procedure for design modifications

4.1 Applications for design modifications on products providing protection against burglary in accordance with section 1 shall be presented by the certificate holder to ESSA together with the Application (Annex A) and the modified technical documentation.

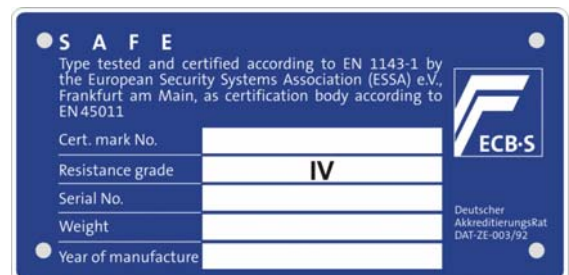
The influence of the design modification on the certified resistance grade shall be assessed on the basis of the presented and approved technical documentation as well as the testing results (e.g. of the type tests) by ESSA in agreement with the recognised testing laboratory which had made the type test. Where it is not possible to reach a decision on the grounds of these documents, ESSA may request test comparisons in accordance with the relevant European standard. The decision about the number and the selection of test specimen rests with ESSA.

The approval of the design modification is issued by ESSA after the assessment and a positive decision.

4.2 The cost of the services provided by the testing laboratory in connection with the assessments of design shall be invoiced by the testing laboratory to the applicant (manufacturer or certificate holder, respectively) in accordance with the version of the scale of fees of the testing laboratory applicable at the material time in conformity with the volume of services performed and shall be borne by the applicant (manufacturer or certificate holder, respectively).

5 Use of the certification mark

5.1 Products complying with the testing standards according to section 1 need to be marked with certification marks. Below an example of a certification mark for a safe IV according to EN 1143-1:



The certification marks are numbered sequentially and are available from ESSA. Their allocation to products of a specific certificate holder is documented.

- 5.2 ESSA may adopt specific requirements for the use of the certification marks and the testing standard in advertising and for joint advertisements in order to maintain and support the code of standards of advertising practices as well as to prevent any misuses of the certification mark and the testing standard.
- 5.3 ESSA is committed to take action against any misuse of the certification mark.
- 5.4 The user of the certification mark is committed to report cases of misuse to ESSA without any delay.
- 5.5 The user of the certification mark undertakes to return certification marks still available in the company after the expiration of the product certification to the ESSA directly.
- 5.6 The certificate holder is not entitled to pass on the certification marks to other certificate holders.

6 Measures in the event of infringements

In the event of infringements of the certification conditions, particularly in the event of

- improper use of the certificate and the certification mark,
- improper marking of products,
- non-compliance with the testing standard according to section 1,
- defects which are detected in the surveillance audit and not rectified within the fixed period of time,
- behaviour which causes damage to the reputation of the ECB•S certification and jeopardises the reputation of the testing laboratories,

ESSA may take the following action:

- a) Issue a caution with a deadline,
- b) order a one-off acceptance of products according to section 1 for a limited or unlimited period,
- c) impose the payment of a contractual penalty depending of the scope of fault up to a total amount of €25,000.00 as a fine for the benefit of ESSA,
- d) withdraw the product certificate and the corresponding right to mark the products for a limited or unlimited period.

7 Notice of quality assurance

Every certificate holder is entitled to give three-months` notice of the participation in the quality assurance procedure for the end of the business year.

After termination, the certification mark must no longer be used for marking the products or for advertising purposes.

8 Expiration of product certification

Apart from the withdrawal according to section 6.1, the product certification expires

- a) through notice of termination of the quality assurance (section 7),
- b) upon expiration of the validity of the product certificate (section 3.2.11),
- c) upon expiration of the validity of the certificate for the certified quality management system according to ISO 9001:2000 (EN ISO 9001:2000) (section 2.1),
- d) if insolvency proceedings are instituted against the property of a certificate holder following the announcement of the order opening the proceedings or in the event of a rejection of the insolvency application through the court for lack of assets, with the exception of the opening of insolvency proceedings in the event of an imminent insolvency under self-administration according to § 18 InsO (the German insolvency regulations) and similar regulations in other countries as applicable to non-German companies, respectively,
- e) if the certificate holder goes into liquidation,
- f) if the legal personality of the certificate holder changes with the take-over of the certificate holder by another company,
- g) if repair work and services on certified secure storage units are performed by third parties (persons not authorized by the certificate holder).

	European Security Systems Association (ESSA) e.V.	
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APPLICATION

for testing / certification / design modification / extension of ECB•S-certificates

(Please tick appropriate boxes and fill in as required)

<input type="checkbox"/> Application for testing according to EN _____	<input type="checkbox"/> Application for certification according to EN _____
<input type="checkbox"/> Application for design modification	<input type="checkbox"/> Application for extension of ECB•S certification

The application shall be made to the European Security Systems Association (ESSA) e.V.

The type test

- was carried out on _____ at _____
- shall be carried out at *(please indicate name of testing laboratory according to Annex B)*
- _____

The testing laboratory receives a copy of the Application to the ESSA.

1 Applicant

Company	
Street	
Postal code/place	

The applicant has manufactured safe and strongroom products since:

2 Product for which testing / certification is applied for:

(Please file separate application for each product)

Type of product	Model

3 Product for which design modifications are applied for:

Type of product	Model	Certificate No.

4 Product for which extension of certification is applied for:

Type of product	Model	Certificate No.

5 Products are manufactured by:

Company	
Street	
Postal code/place	

6 The quality management system of the manufacturer complies with:

<input type="checkbox"/> ISO 9001:2000 (EN ISO 9001:2000) The quality management system has been certified by: <i>(Please provide copy of certificate if not already submitted earlier.)</i>

The undersigned company herewith confirms that it unreservedly accepts to adhere to the Certification Guideline ECB•S C01 as well as to the testing standards according to ECB•S C01 (section 1). It further accepts that data provided may be stored and used electronically by ESSA and the testing laboratory.

The undersigned also agrees that the testing laboratory will invoice its services according to the Certification Guideline ECB•S C01 to the undersigned directly.


(Place and date)

(Company stamp and signature)



ESSA recognised testing laboratories

Testing Laboratory	for
<ul style="list-style-type: none">• CNPP Centre National de Prévention et de Protection BP 2265 F-27950 St. Marcel Tel.: +33 2 32 53 64 54 Fax: +33 2 32 53 64 14 Email: laurent.leborgne@cnpp.com Internet: www.cnpp.com	<ul style="list-style-type: none">- Inspection of works- Type test (without Ex-test)- External quality surveillance
<ul style="list-style-type: none">• MPA Braunschweig Beethovenstr. 52 D-38106 Braunschweig Tel.: +49 531 3 91-54 00 Fax: +49 531 3 91-59 00 Email: mpa@tu-bs.de Internet: www.mpa.tu-bs.de	<ul style="list-style-type: none">- Inspection of works- External quality surveillance
<ul style="list-style-type: none">• Istituto Giordano s.p.a. Via Rossini, 2 I-47814 Bellaria (RN) Tel.: +39 0 541 34 30 30 Fax: +39 0 541 34 55 40 Email: rporta@giordano.it Internet: www.giordano.it	<ul style="list-style-type: none">- Inspection of works- Type test (without Ex-Test)- External quality surveillance
<ul style="list-style-type: none">• SSF Service AB Tegeluddsvägen 100 S-115 87 Stockholm Tel.: +46 8 783 75 18 Fax: +46 8 660 16 63 Email: hakan.hedlund@ssf.nu Internet: www.ssf.nu	<ul style="list-style-type: none">- Inspection of works- Type test (without Ex-test)- External quality surveillance
<ul style="list-style-type: none">• VdS Schadenverhütung GmbH Laboratorien Amsterdamer Straße 172 – 174 D-50735 Köln Tel.: +49 2 21 77 66-4 68 Fax: +49 2 21 77 66-1 01 Email: rkrings@vds.de Internet: www.vds.de	<ul style="list-style-type: none">- Inspection of works- Type test (without Ex-test)- External quality surveillance
<ul style="list-style-type: none">• Wehrtechnische Dienststelle für Schutz- und Sondertechnik Oberjettenberg D-83458 Schneizlreuth Tel. +49 86 51 79-0 Fax: +49 86 51 16 00 Email: bwb@bwb.org Internet: www.bwb.org	<ul style="list-style-type: none">- Ex-test (only)

	European Security Systems Association (ESSA) e.V.	
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CERTIFICATE OF OBLIGATION

The undersigned company has applied for the product certification for

(product)

with the European Security Systems Association (ESSA) e.V. as certification body according to EN 45 011 in compliance with section 2.1 of the Certification Guideline ECB•S C01.

The undersigned company confirms having knowledge of

- the European Standard EN xxxx,
- the Certification Guideline ECB•S C01

and unconditionally accepts them as binding.

The certificate holder declares that he will affix the certification mark only to products for which a product certification has been issued by ESSA and which comply with the technical documentation listed in the certificate.

(Place and date)

(Company stamp and signature)