INTRODUCTION

Any manufacturer or company may apply to SIRIM QAS International Sdn. Bhd. to have a product certified to the requirements of a recognised standard / SIRIM Eco-Label Criteria under the SIRIM QAS International's Eco-Labelling Certification Scheme. Products manufactured either to a Malaysian Standard or SIRIM Eco-Label Criteria are accepted for the purpose of the Scheme. Participation in this Scheme is voluntary.

Under this Scheme, which is based on the ISO certification system no. 5, an applicant is awarded a licence only if the product complies with the standard/SIRIM Eco-Label Criteria and the factory has a proper quality control system to ensure consistent and continuous compliance with the standard. A licensee under this Scheme is entitled to use the Eco-Label certification mark on the product to denote compliance with the standard / SIRIM Eco-Label Criteria.

In general, this Eco-Labelling Certification Scheme is operated along similar lines to the Product Certification Scheme. However, it has 3 pre-requisite requirements as follows:

i. The product shall comply with its relevant product standard
ii. The product shall comply with its relevant eco-labelling criteria/standard
iii. The manufacturer shall comply with relevant environmental quality act

In addition to the Eco-Labelling certification mark, the licensee shall put its Eco-Labelling Claim on the product. The Eco-Labelling claim shall be made available in the application form or prior to initial factory audit.

ADVANTAGES OF CERTIFICATION

Eco-Labelling Certification provides the following advantages:

- It is an independent assurance that the product is manufactured under an effective system of testing, supervision and control.
- Purchasers or consumers need not carry out further tests, as the products are already certified to be in compliance with the standards.
- Certified products provide the user an assurance for safety and reliability.
- Certified products enjoy the benefits of protection against competition from sub-standard products and misrepresentation.
- The Eco-Labelling Certification Mark on a product is an excellent marketing tool.
- A product bearing the Eco-Labelling Certification Mark enhances the reputation of manufacturer and thus, extends market.
- Improved efficiency in production and reduced wastage and rejects.
APPLICATION PROCEDURE

Upon enquiry, the client will be given an information package which includes the Eco-Labelling Certification Questionnaire (ePCS/FOR/01-1), which he/she has to complete and submit to SIRIM QAS for a quotation to be issued. Should the quotation be acceptable to the client, he/she then submits:

a) the Application form (ePCS/FOR/01-2);
b) Declaration of Approval from Relevant Authority (ePCS/FOR/01-3);
c) Declaration of Obtaining SIRIM Licence for the Purpose of Relevant Authority Approval (ePCS/FOR/01-3.1);
d) Declaration of Approval for Trade Mark Registration/Brand Name (ePCS/FOR/01-4);
e) Authorization Letter of Trade Mark / Brand Name (ePCS/FOR/01-4.1);
f) Declaration by Manufacturer (for applicant with a Trading Company role) (ePCS/FOR/01-5);
g) payment for amount to be remitted upon application;
h) the full specifications of the product, including dimensioned drawings, materials, components, photographs, finishes, performance characteristics, labels used and installation instructions;
i) relevant test reports of the product, if available

The flow chart showing the procedure for obtaining the Eco-Labelling Certification is as shown in Annex 1.

PRE-CERTIFICATION PERIOD

When the submission has been verified and accepted, the applicant is given up to one year for electrical products and two years for other products to comply with the requirements. During this period, the product is tested for compliance against the applicable standard/SIRIM Eco-Label Criteria and the quality system practised in the factory is monitored. Samples are selected by SIRIM QAS International officers or their authorised representatives. An application is considered terminated if the manufacturer is unable to meet these requirements within the specified time. However, a reapplication may be submitted.

CRITERIA FOR AWARD OF LICENCE

The following criteria are used by SIRIM QAS International Sdn. Bhd. in assessing the manufacturer for the award of the Licence:

a) the product must fully comply with the applicable requirements of the product standard/specification;
b) the manufacturer must have an acceptable quality control plan to verify the product to the required standard;
c) the manufacturer must demonstrate the capability to comply with the Product Certification Requirements as specified in the Product Certification Agreement.
d) the product shall comply with its relevant eco-labelling criteria/standard
e) the manufacturer shall comply with relevant environmental quality act
SURVEILLANCE

After the award of a licence, the licensee is placed under a biennial surveillance programme. Surveillance Inspection will be conducted 1 time every 2 years. During these inspections, product and quality system re-evaluation as required in the Certification Report will be carried out.

NOTIFICATIONS OF CHANGES/ DEVIATIONS

The licensee is responsible for notifying SIRIM QAS International changes to the following:

a) company name;
b) address/ manufacturing site (premises);
c) brand name;
d) addition/deletion of model/sizes/types etc.;
e) company ownership;
f) marking of the Certification Mark;
g) nominated management representative and alternate;
h) any other changes to details of the Certification Report.

SUSPENSION/REVOCATION/WITHDRAWAL

Suspension

A licence may be suspended for a limited period, in the following cases:

a) if the surveillance or retest indicate non-conformance with the requirements of such a nature that immediate withdrawal is not necessary;
b) if a case of improper use of the certificate or the mark, e.g. misleading prints or advertisement is not solved by suitable retractions and appropriate remedial measures by the licensee;
c) if there has been any other contravention to the Eco-Labelling Certification Agreement, or the applicable product standard(s);
d) if the licensee fails to comply with the due settlement of his financial obligation;
e) a licence/certificate may also be voluntarily suspended after mutual agreement between SIRIM QAS International and the licensee for a limited period due to non-production of the certified product for more than 2 years or for other reasons.

Revocation

A licence may be revoked in the following cases:

a) if at the end of the suspension period, inadequate measures are taken by the licensee to fulfils conditions for the lifting of suspension;
b) if during surveillance, it was found that the non-conformance is of a serious nature;
c) if the licensee fails to comply with due settlement of his financial obligation. In the event that the fees remained unpaid after six (6) months of expiry date of the licence/certificate, a recommendation may be made to revoke the licence/certificate.
d) if there has been any other major contravention to the Eco-Labelling Certification Agreement, or the applicable product standard(s) of such a nature that immediate revocation is necessary;
e) if the product is banned from use by relevant regulatory authorities;
f) if the standard or rules have been changed/amended and the licensee is either unwilling or unable to comply with the new requirements;
g) if the product is no longer available i.e. there has been no production of the certified product or its similar product in the past three (3) years;
h) if the licensee goes out of business;
i) if there is consolidation of licences/certificates

Withdrawal

A licence/certificate may also be withdrawn by the licensee in the following cases:

a) if the licensee does not wish to continue with the certification
b) if the standard or rules has been changed/amended and the licensee is either unwilling or unable to comply with the new requirements;
c) if the product is no longer available or the licensee goes out of business.

COMPLAINTS

Complaints against certified products or services provided by SIRIM QAS International may be directed to the Senior Manager of QOSHE of SIRIM QAS International.

APPEALS AND DISPUTES

SIRIM QAS International has a procedure on appeals and disputes, which may be made available upon request. Appeals on revocations/withdrawals may be made within 6 months from the date of termination.

ECO-LABELLING CERTIFICATION MARKS

Used on products complying to a Malaysian Standard or SIRIM Eco-label Criteria

![ECO-LABEL CERTIFICATION MARKS](image-url)
ECO-LABELLING CERTIFICATION FLOW CHART

**Enquiry**
- Information supplied to client
- Eco-Labeling Certification Questionnaire
- Feasibility for certification examined with respect to standards, testing and evaluation.
- A quotation is issued to client based on information provided by the client.

**Application**
- Client to submit the following forms:
  - Application form
  - Declaration for Approval from Relevant Authority
  - Declaration of Obtaining SIRIM Licence for the Purpose of Relevant Authority Approval
  - Declaration for Approval for Trade Mark Registration/Brand Name
  - Authorization Letter of Trade Mark / Brand Name
  - Declaration by Manufacturer
  - accompanying product information + fees + test report (if available).

**Document Evaluation**
- Standard/ Product design evaluation

**Factory Audit, Sample Selection & Testing**
- Inspection conducted to examine QC plan adequacy, test equipment adequacy and calibration, and record-keeping system.
- Samples selection and testing.

**Recommendation and Approval Process**
- Certification Report preparation and recommendation to Certification Panel
- Approval by Certification Panel
- Planned inspection and re-tests conducted to monitor continuing compliance
- Retest samples selected from production or open market.
- Process changes to product or requirements

**Surveillance**
- Approval for renewal on satisfactory inspection reports and payment of fees.