



Performance of product surveillances

**Procedures for testing, approval and evaluation of
conformity of equipment, components and systems
for fire protection and security technologies**

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Procedures for testing, approval and evaluation of conformity of equipment, components and systems for fire protection and security technologies

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1 General

1.1 Scope

These Guidelines are applicable in connection with VdS 2344 “Procedures for testing, approval and evaluation of conformity of equipment, components and systems for fire protection and security technologies” and specify the requirements for the performance of product surveillances.

1.2 Definition of manufacturing site

1.2.1 In principle, the manufacturing site is the company ensuring – via quality assurance measures – compliance of the product with the appropriate regulations the VdS Approval is based on.

As a rule, the manufacturing site plays an important role in manufacturing/assembling the product, **and** carries out the final product test. If different companies are responsible for production/assembly and final testing, the manufacturing site shall be the company carrying out the final product test.

The manufacturing site shall provide evidence of a QM system and may be identical with the approval holder. Alternatively, the approval holder shall specify a different company as manufacturing site, using Annex E of VdS 2344.

1.2.2 The following details apply in the event that production and assembly take place in one company whereas final testing is carried out in a different company, legally and possibly spatially separated from the first.

In this case, the manufacturing site shall be the company carrying out the final testing. VdS Guidelines 2344 require evidence of a QM system established in this company. Additionally, this manufacturing site shall enter into a documented quality assurance agreement with the company producing and assembling the approved product, in case the product’s compliance with the VdS Approval cannot be fully ensured via final testing. This agreement shall include the following aspects to adequately ensure the product’s compliance with the VdS Approval:

- agreement on drawings, parts lists, work plans, QM plans and material specifications underlying the production and assembly of the approved product;
- agreement on the mode and frequency of all necessary initial and in-process tests specifying the target values and relevant tolerances for each test to be carried out;
- any recordings on the test results shall be submitted to the manufacturing site before final testing so that the results and completeness of any previous tests may be retraced.

Any activities connected to this quality assurance agreement shall be in accordance with the QM system requirements of the manufacturing site and documented accordingly. The manufacturing site shall keep the results of the initial and in-process tests, as well as the results of its own final tests, for a minimum of 5 years and submit them to VdS Schadenverhütung, e.g. in the event of product assessments. During such product assessments VdS Schadenverhütung shall be able to make sure that the certified QM system of the manufacturing site ade-

quately regulates the activities of the company producing and assembling the product, as specified in the a.m. agreement.

1.3 Means of product surveillance

The following modules may be applied in connection with the procedure applied for:

- module 1: product assessment at manufacturing site(s) of approved product
- module 2: sampling at manufacturing site(s) of approved product incl. subsequent test at VdS-Lab or manufacturing site(s)
- module 3: sampling at public points of sale (market surveillance) incl. subsequent test at VdS-Lab
- module 4: submission of samples by approval holder incl. subsequent test at VdS-Lab

For basic surveillance modules 1 and 2 are applied, always in combination. Any individual combinations, especially regarding modules 1 to 4 applicable for additional surveillance, are specified in the VdS-internal product-specific certification basis.

Note: For EC conformity assessment procedures the requirements of the applicable technical specification (harmonised standard or approval guideline) apply. These specifications also include the requirements for first inspections and factory production control (FPC) of the manufacturing site.

2 Requirements

2.1 Requirements for the manufacturing site

The manufacturing site shall ensure, via quality assurance measures, that the product complies with the regulations underlying the approval. Even if the manufacturing site, in exceptional cases, is not involved or not fully involved in manufacturing the products, the quality assurance measures shall substantiate the trust placed in the products' compliance, comparable to the trust that would have been placed in quality assurance measures for the production itself. To achieve this, the QM system of the manufacturing site shall be in accordance with VdS 2344, Cl. 5.1.3 (see Cl. 1.1).

The production of the product groups/subgroups specified in Cl. 2.2, Table 2.01 shall be subject to a **certified** QM system acc. ISO 9001, with certain exceptions specified in Cl. 2.3. Thus, new VdS Approvals resp. extensions of existing Approvals are only granted for these products – with the exceptions specified in Cl. 2.3 – if the client can provide evidence of a certified QM system at the product manufacturing site.

Certifications of QM systems not carried out by VdS-Zert are accepted as the basis for the VdS Approval under the following conditions: The certification body shall have been accredited by an accreditation body that is a member of the "European Co-operation for Accreditation" (EA, formerly EAC) and shall have signed the "Multilateral Agreement" (MLA).

Note: Certification bodies accredited by the German Association for Accreditation (TGA) fulfil this requirement.

2.2 Product groups with obligation to evidence certified QM system

No.	Product group	Product subgroup
1	Intruder alarm systems	all components and devices
2	Access control systems	all components and devices
3	Video surveillance systems	all components and devices
4	Hazard alarm systems	all components and devices
5	Physical security	all components and devices
6	Fire detection and fire alarm systems	all components and devices
7	Smoke and heat exhaust ventilation systems	all components and devices
8	Gas extinguishing systems	all components and devices
9	Water extinguishing systems	all components and devices
10	Foam extinguishing systems	all components and devices
11	Special extinguishing systems (e.g. spark extinguishing systems)	all components and devices

Table 2.01

2.3 Special regulations replacing evidence of certified QM system

By agreement with VdS Schadenverhütung an efficient QM system for any product groups/subgroups may be evidenced in one of the following ways:

2.3.1 Evidence replaced by additional means of product surveillance

- Before granting the product approval, VdS Schadenverhütung will inspect the QM documentation (QM manual, procedures, test schedules and instructions) relevant for a consistent manufacturing quality in series production. A positive result of this inspection is a precondition for this special regulation.
- Every 6 months a product assessment is carried out at the manufacturing site, the first of which takes place 6 months max. after granting the product approval.
- The QM system is part of any product assessment.

2.3.2 Evidence replaced by individual approvals

Instead of inspecting the manufacturing quality of the series production for consistency, products not manufactured in series may be tested, approved and marked by VdS-Lab based on VdS Guidelines 2344, Cl. 4.

2.3.3 Evidence replaced by other measures

For individual product groups/subgroups the evidence of a certified QM system may also be replaced by other equivalent measures. These are specified in the VdS-internal certification basis.

3 Measures according to modules 1 and 2

3.1 VdS product assessment

3.1.1 Frequency

As soon as a manufacturing site starts producing VdS-approved products, a product assessment is carried out at said manufacturing site.

The intervals of the subsequent product assessments and the number of products to be assessed at these events are specified in Table 3.01. Assessment basis is the number of VdS Approvals, according to which the manufacturing site produces.

Note: The number of approval holders associated with the manufacturing site's production and the volume of production are unaccounted for.

Number of VdS Approvals according to which the manufacturing site produces	1-4	5-14	15-50	> 50
Assessment interval in months	36	24	12	12
Number of products to be assessed during one product assessment	1	1	1	2

Table 3.01

Note: The values specified in Table 3.01 do not take into account any products with parallel approval (see VdS 2344, Cl. 5.1.2).

Table 3.02 specifies the number of product assessments for individual specific product groups/components and devices to be carried out in addition to those specified in Table 3.01:

Product groups/components and devices	Assessment interval in months
Self-contained-smoke-alarms	6
Add-on products for facade elements	12
Bike locks	12
Safes/strongrooms	18
Smoke and heat detectors	24

Table 3.02

If Tables 3.01 and 3.02 specify different assessment intervals for one manufacturing site, the shorter interval shall be applied.

The data specified in Tables 2.01, 3.01 and 3.02 are based on the VdS-internal product-specific certification basis. VdS Schadenverhütung reserve the right to deviate from the a.m. regulations if the need arises. This may be due to a negative result of the last product assessment or the testing of a sample.

3.1.2 Procedure

Product assessments at manufacturing sites usually include the following:

- product modifications carried out
- procedures and documents for current production
- results of initial, in-process and final tests
- corrective actions since last product assessment (if required)
- test equipment surveillance / calibration verifications (product-specific)
- control of standards and guidelines (product-specific; e.g. VdS Guidelines or DIN Standards)
- customer complaints
- product marking (e.g. acc. VdS Guidelines, standards, etc.)
- accompanying documentation
- basic quality assurance measures in production

The product to be assessed shall be produced on the day the product assessment takes place. Alternatively, a similar product may be assessed by agreement with VdS Schadenverhütung. However, in this case the VdS-approved product shall be sampled from stock. The amount of time required for a product assessment depends on the product and lies between 1 and 1½ day per product plus travel time. If an assessment of additional aspects (e.g. QM system in the case of a special regulation acc. Cl. 2.3) is required, more time may be needed. During the assessment a product assessment report is set up, a copy of which is left with the company.

If non-compliances are found in the product assessment, these will be documented by filling out an additional form. Furthermore, corrective actions will be agreed on this form, to be carried out within a specified time limit. These corrective actions shall be evidenced in writing. In special cases, a re-assessment on site will be necessary. In the event of severe faults further products may be assessed.

If no non-compliances are found in the product assessment, or if all correction measures are accepted by VdS-Zert, a VdS-internal release of the approval holder and, if so, the manufacturing site will be effected. This release is a condition for granting the approval, for its extension, or else for a new approval of products.

3.2 Sampling

3.2.1 Frequency

Basically, two samples of the product(s) to be assessed are taken at each VdS product assessment. In the case of larger products (e.g. CIE for IAS/FDAS or security containers) fewer samples are acceptable also. More samples may be taken from products, as may be directly purchased by end customers (e.g. self-contained-smoke-alarms). As the case may be, special samplings may take place in between product assessments (see Cl. 3.1.1).

3.2.2 Procedure

Potential sampling places are manufacturing sites, their distributors or, if so, installers being supplied. The samples are taken from stock released for sale/dispatch or use, and after marking them appropriately, they are either tested immediately during the assessment on site, or transferred to VdS-Lab for testing. The test scope is fixed by VdS Schadenverhütung and includes at least an identification test and, if required, a function test. The approval holder will be informed of the test results. Further requirements acc. Cl. 3.1.2 regarding non-compliances and correction measures apply analogously.

4 Further measures according to modules 3 and 4

4.1 Market surveillance

4.1.1 Frequency

Market surveillance is a continuous measure carried out for a certain period of time, and corresponds to a sampling of products offered for sale to end customers at public points of sale.

4.1.2 Procedure

VdS Schadenverhütung purchase the samples at public points of sale, mark and transfer them to VdS-Lab for testing. The test scope is fixed by VdS Schadenverhütung and includes at least an identification test, and, if required, a function test. The approval holder will be informed of the test results. Further requirements acc. Cl. 3.1.2 regarding non-compliances and correction measures apply analogously.

4.2 Submission of samples by the approval holder

4.2.1 Frequency

The submission of samples by the approval holder represents a continuous measure and is based on the VdS-internal product-specific certification basis.

4.2.2 Procedure

The approval holder takes the samples from stock released for sale/dispatch or use and, after marking them appropriately, transfers them to VdS-Lab for testing. The test scope is fixed by VdS Schadenverhütung and includes at least an identification test and, if required, further tests, e.g. a function test. The approval holder will be informed of the test results. Further requirements acc. Cl. 3.1.2 regarding non-compliances and correction measures apply analogously.

5 Fees and charges

Any product surveillance measures are subject to fees and charges. They are invoiced in accordance with the Schedules of Fees and Charges, Module A, valid at the time the service was rendered. Fees and charges for tests of samples taken at manufacturing sites or public points of sale are invoiced on the basis of the Labora-

tory Schedules of Fees and Charges. Any Schedules of Fees and Charges are published on the Internet under www.vds.de. Any fees and charges are invoiced to the approval holder (not to the manufacturing site), unless VdS Schadenverhütung are advised otherwise.

At manufacturing sites whose QM system was certified by VdS-Zert, the means of product surveillance are, where applicable, carried out at the time of the QM system assessment. In this case, only a reduced handling fee will be charged for carrying out the means of product surveillance, as any relevant correspondence was part of the QM system assessment preparation. Travel expenses are fully charged in the context of the QM system assessment.

If an agreed means of product surveillance is cancelled or delayed for reasons due to the approval holder or his manufacturing site, the following fees and charges will be invoiced to him:

- cancellation/delay announced less than four weeks before the means of product surveillance are due: 25% of the fees and charges
- cancellation/delay announced less than two weeks before the means of product surveillance are due: 50% of the fees and charges
- cancellation/delay announced less than one week before the means of product surveillance are due: 100% of the fees and charges

The fees and charges are invoiced in accordance with the Schedules of Fees and Charges valid at the time. Travel expenses are charged only if cancellation fees accrue.