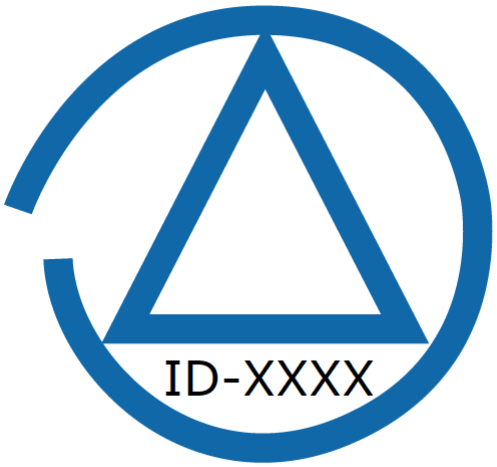


Rules of the ANPI-mark
Certification rules Products for intrusion detection or hold-up alarm in buildings

The guarantee of the conformity of Products and Systems in the domain of Intrusion and hold-up alarm in buildings

For more information about the present Rules:

asbl **ANPI** vzw
Division Certification / Divisie Certificatie
T +32 2 234 36 10
F +32 2 234 36 17
cert@anpi.be

These rules are edited in French, Dutch and English.
For the official implementation of the rules only the original French version is taken into account in order to avoid interpretations due to translation.
It can freely be consulted.

The rules are property of asbl ANPI vzw whose members represent all actors involved in the market of fire and intrusion prevention:

Group nr 1: the insurance companies and their professional organization (Assuralia);
Group nr 2: the authorities;
Group nr 3: the professional organizations representing the certification bodies or bodies being capable of becoming a certification body;
Group nr 4: the organizations representing the users that are not represented in Group nr 1;
Group nr 5: organizations of standardization, training, research, inspection and laboratories.

*The present **Certification Rules Products for intrusion and hold-up alarm in buildings of the ANPI-mark** have been written by the TCC9 of the technical committee of the ANPI-mark (TCT2 ANPI). It precises per type of Products the technical criteria that have to be fulfilled in order to be certified according to the **ANPI-specification**. It is completed by the **Rules of the ANPI-mark – Administrative and legal clauses**.*

CONTENTS

Definitions

EN	European standard
IEC	International Electrotechnical Committee
ISO	International Standardisation Organization

1. Domain of application

The present **Rules of the ANPI-mark - Certification rules Products for intrusion detection or hold-up alarm in buildings**, precise per type of Product, the technical criteria that have to be complied to in order to obtain certification according to the ANPI specification. It is completed by the **Rules of the ANPI-mark - Administrative and legal clauses** about the use of the mark.

The present rules are meant for all products for intrusion detection and hold-up alarm in buildings.

2. Certification steps

The certification steps vary from 5 to 7 steps depending on the applied scheme:
1° Initial evaluation of the certification request file handed over by the Applicant;
2° Initial evaluation of the conformity of the Product or System with regard to normative documents, amongst others by means of tests carried out in laboratories that are accepted by the certification body (see annex 8);
3° Realization of an initial audit of the production line (only applicable for certification EN 50131, CLC/TS 50131, EN 50136 and CLC/TS 50136);
4° Certification decision;
5° Realization of a periodical audit of the production line (only applicable for certification EN 50131, CLC/TS 50131, EN 50136 and CLC/TS 50136);
6° Periodical surveillance audits by sampling the Product in places that are accessible to the consumer and at the production or distribution chain);
7° Maintain or withdraw the certificate.

The added value of the ANPI certification is not only to validate the quality of a Product at the moment of its initial certification but also to guarantee this same quality in time through checks and audits, at the distribution points.

The implementation of the certification system is written down in the quality manual and/or the procedures of the Division Certification from ANPI and audited and accredited by BELAC, according to ISO/EN 17065.

3. Criteria to which the Products have to comply

3.1. Applicable specifications

The applicable standards are listed in Annex 3.

If there is no standard for the concerned Product, the applicant will submit in his technical file all possible studies that justify the quality of the presented Product. A short technical document could be written in order to register the test procedure and the technical criteria so that similar Products that would be presented afterwards can be treated in the same way.

3.2.Administrative criteria

The applicant has to meet the following conditions:

- the proof of conformity of the Product with the prescriptions indicated in the evaluation report, based on the tests and/or visits mentioned in the present rules;
- if applicable, delivery of a copy of the CE declaration of conformity;
- having signed the certification convention according to model in annex 2.
- the obligation to add a copy of the manual to each delivery of certified Products.

If one of the conditions underneath are not fulfilled the request can be rejected.

During the process of his request the applicant can send remarks to ANPI and, if necessary, be heard about the subject by the Management Committee of the ANPI mark.

3.3. It can be demonstrated that the Product already complies to the applicable specifications

The tests have to be carried out according to the applicable specifications by the ANPI laboratory. The results will be delivered to the Applicant as well as to the Division Certification from ANPI.

These tests may also be carried out by other laboratories that are explicitly accepted by ANPI. (see annex 8) In this case the report will be evaluated by the ANPI laboratories that will transmit the result of their evaluation simultaneously to the Applicant and to the Division Certification from ANPI.

3.4. Take-over of INCERT-certificates delivered by ANPI

The conversion of INCERT-certificates that were delivered according to the rules nr. 005 into an ANPI-certificate according to the present rules is done by closing down the certification file under the INCERT-mark and by opening a new file under the ANPI mark.

The reports that were evaluated by ANPI in the framework of the delivery of the INCERT-certificates are not re-examined. The complementary test however will be carried out in conformity with the present rules.

4. Certification treatment

4.1 Basic conditions

The Applicant or Certificate holder has to take the following steps:

a) submit an official request, correctly filled in and signed by a mandated representative,
b) submit the necessary information,
c) go along with the terms that are applicable to the certification system during the validity period of the certificate,
d) facilitate the evaluation management,
e) only use the mark or promote it according to the authorized stipulations,
f) stop the use or promotion of the mark as soon as the certificate is no longer valid or as soon as the mark is suspended or withdrawn,
g) pay the costs and fees for the certification.

Note: Every written information request from the Division Certification from ANPI to the Applicant that has not been answered can give cause to a reminder. In case that, after a month, there has been no answer to the reminder, the Applicant is informed, without affecting the rights to appeal, that his file is closed. The file is returned to the Applicant. The amounts already invoiced cannot be recovered.

4.2. Treatment of the requests

Before introducing the request the Applicant gets the Product(s) tested directly in laboratories that are accepted by ANPI**(see annex 8)**. The mission and test request are dealt with directly between the Applicant and the laboratories.

4.2.1 Stipulations for a certification request

The Applicant submits his request to the Division Certification from ANPI by means of the certification request form for the use of the ANPI mark mentioned in annex 1. Only the use of this form is valid and excludes any other document.

45.2.2. Registration

On receipt of the request, the secretariat of the Division Certification from ANPI undertakes the following actions:

1. Registration of the request and assign a file number;
2. Forwards to the Applicant within 10 working days:
   a) the registration number of the file
   b) the rules of the ANPI mark
   c) the present Product rules containing the following
      - the technical certification stipulations,
      - the contents of the technical file that has to be submitted for certification,
      - the invoice for the registration rights.

4.2.3. Receptivity of the request and certification project – Application review

On receipt of the technical file and the proof of payment of the registration rights the administrative staff from ANPI undertakes the following actions:

1. verification of the completeness of the request file;
2. treatment of the request;
3. composition of the certification file;

The certification file is composed within 10 working days, counting from the receipt date of the complete request file and the payment of the amounts invoiced by ANPI.

4.2.4 Certification process (Evaluation, review and decision)

The technical staff from the Division Certification of ANPI:

1. does this based on all information and on the certification file,
2. requests complementary information, if necessary
3. gives an advice,
4. decides to deliver the certification or not

The decision is taken within 15 working days starting from the transmission of the certification file by the administrative team.

4.2.5. Delivery of the certification

The Division Certification of ANPI:

1. informs the Applicant when the decision is negative
2. sends the request to the Applicant when it is about a complementary information request.
3. When the decision is positive the original certificate is drawn up after having received the signed certification convention (see model in annex 2) that is sent to the Applicant.

The Applicant receives a license number for the first product for which he obtains a certificate. All other certificates of the mark that he will obtain in the future will fall under that same number.

The treatment is done within 15 working days after having received the conclusions of the decision.

4.2.6. Duration of the certification

The certificate is valid for maximum 6 years. During the validity period of the certificate, the product has to be marked as described in Annex 7.

In case one of the specifications mentioned on the certificate have been amended or revised, it has to be proven to the Division Certification from ANPI that the concerned product(s) is (are) still in conformity with this amendment or revision and this according to the same conditions as the initial study and within a period of 2 years, or another period determined by the CGMA, following the publication of that same amendment or revision.

This duration depends on the implementation of new binding laws or standards. In that case the Mark CGMA decides upon the certification duration and the possible time periods to redress the conformity per case.

Prolongations/renewals are treated in the same way as a new request.

4.3. Modifications

The user of the mark has to inform the Division Certification from ANPI as soon as possible, and at the latest within one month, about every modification with regard to the object(s) of the certification with the exception of modifications to Certified Products.

For modifications to Certified Products, see the procedure in Annex 4.

After having observed the modifications the Division Certification of ANPI announces its decision.

4.4. Follow-up of the certification/surveillance audits

The ANPI-certification is subject to a surveillance procedure carried out by the Division Certification from ANPI. This can be subcontracted under their responsibility.

4.4.1. Duties of the Certificate holder

With respect to the surveillance audits the user of the mark has to:

- announce to the Division Certification from ANPI every modification to his certified Product(s) according to the annexed procedure
- announce to the Division Certification from ANPI all manufacturing- and stock places in Belgium and abroad as well as places of primary storage for imported Products and communicate the distribution network;
- sign a certification convention that authorizes the Auditor mandated by ANPI to carry out the surveillance audits that are foreseen in the certification scheme;
- allows the ANPI representatives access to the places mentioned in the second point of this article at all times
- puts the register of complaints at the disposal of the mandated Auditor. The Certificate holder keeps a register of complaints with a brief and chronological overview of the complaints with regard to the certified Product(s). This register contains: the origin of the complaint, its content. Complementary documents concerning the treatment of the complaint (letter, fax note…) are added to the complaint as an annex.

4.4.2. Surveillance

The surveillances are carried out in order to be sure that the certified Product(s) always comply with the certification requirements.

Practical stipulations of the surveillances are described in annex 5.

In the case that a Certification audit is impossible (i.e. absence of a Product) the user of the mark has to request an additional Certification audit to the Division Certification from ANPI within 30 calendar days. Otherwise he exposes himself to the sanctions foreseen in the Rules of the ANPI mark, Administrative and legal clauses.

5. Annex 1: Request form for certification and the use of the ANPI mark

The request forms are revised on a regular basis in order to take into account specific questions.

The latest versions are available at the Division Certification from ANPI (cert@anpi.be) and can be downloaded at www.ANPI.be.

6. Annex 2: Certification convention

See CERT PROC 017 CERTIFICATION DRAW UP ATTEST 019 CERTIFICATE ANPI ID P E F N available at the Division Certification of ANPI (cert@anpi.be).

7. Annex 3: Technical specifications

For the detail of the activities under accreditation ISO 17065 (Belac) amongst those listed in this annex, consult the scope on the website www.belac.be

8.1. European standards

STANDARDS	COMPONENTS
EN 50131-2-2	*Alarm systems - Intrusion and hold-up systems - Part 2-2: Intrusion detectors - Passive infrared detectors*
EN 50131-2-3	*Alarm systems - Intrusion and hold-up systems - Part 2-3: Requirements for microwave detectors*
EN 50131-2-4	*Alarm systems - Intrusion and hold-up systems - Part 2- 4: Requirements for passive infrared and microwave detectors*
EN 50131-2-5	*Alarm systems. Intrusion and hold-up systems. Requirements for combined passive infrared and ultrasonic detectors*
EN 50131-2-6	*Alarm systems - Intrusion and hold-up systems - Part 2- 6: Opening contacts (magnetic)*
EN 50131-2-7-1	*Alarm systems - Intrusion and hold-up systems - Part 2-7-1: Intrusion detectors - Glass break detectors (acoustic)*
EN 50131-2-7-2	*Alarm systems. Intrusion and hold-up systems. Intrusion detectors. Glass break detectors (passive)*
EN 50131-2-7-3	*Alarm systems. Intrusion and hold-up systems. Intrusion detectors. Glass break detectors (active)*
EN 50131-2-8	*Alarm systems - Intrusion and hold-up systems - Part 2-8: Intrusion detectors - Shock detectors*
CLC/TS 50131-2-9	*Alarm systems - Intrusion and hold-up systems. Part 2-9: Intrusion detectors - Active infrared beam detectors*
CLC/TS 50131-2-10	*Alarm systems - Intrusion and hold-up systems. Part 2-10: Intrusion detectors - Lock state contacts (magnetic)*
CLC/TS 50131-2-11	*Alarm systems - Intrusion and hold-up systems. Part 2-11: Intrusion detectors - ALDDR*
EN 50131-3	*Alarm systems -Intrusion and hold-up alarm systems - Part 3: Control and indicating equipment*
EN 50131-4	*Alarm systems - Intrusion and hold-up alarm systems - Part 4: Warning devices*
EN 50131-5-3	*Alarm systems - Intrusion and hold-up alarm systems - Part 5-3: Requirements for interconnections equipment using radio frequency techniques*
EN 50131-6	*Alarm systems - Intrusion and hold-up systems - Part 6: Power supplies*
EN 50131-8	*Alarm systems - Intrusion and hold-up systems - Part 8: Security fog device/systems*
EN 50131-10	*Alarm systems - Intrusion and hold-up systems - Part 10: Application specific requirements for Supervised Premises Transceiver (SPT)*
EN 50136-1	*Alarm systems - Alarm transmission systems and equipment - Part 1: General requirements for alarm transmission systems*
EN 50136-2 (*)	*Alarm systems - Alarm transmission systems and equipment - Part 2: Requirements for Supervised Premises Transceiver (SPT)*
EN 50136-3	*Alarm systems - Alarm transmission systems and equipment - Part 3: Requirements for Receiving Centre Transceiver (RCT)*
CLC/TS 50136-4	*Alarm systems. Alarm transmission systems and equipment – Part 4:. Annunciation equipment used in alarm receiving centres*
CLC/TS 50136-9	*Alarm systems - Alarm transmission systems and equipment - Part 9: Requirements for common protocol for alarm transmission using the Internet protocol*

(*) The certification EN 50136-2 from SPT under the ANPI-mark is only possible in combination with the certification of that same product according to EN 50131-10.

7.2. Technical Notes CEB-BEC

STANDARDS	COMPONENTS
CEB T014	*GENERAL PRESCRIPTIONS FOR TESTS ON ALARM SYSTEMS*
CEB T014A	*GENERAL PRESCRIPTIONS FOR TESTS ON ALARM SYSTEMS USING HIGH FREQUENCY CONNECTIONS*
CEB T031	*GENERAL PRESCRIPTIONS WITH REGARD TO ALARM SYSTEMS INCLUDING THE REQUIREMENTS OF THE STANDARD NBN EN 50131*
CEB T033	*COMPLEMENTARY PRESCRIPTIONS FOR TESTS ON ALARM SYSTEMS*

List of European standards covered by the CEB T031

STANDARDS	COMPONENTS
EN50131-5-3	*Requirements for interconnections equipment using radio frequency techniques (T031 §6.1)*
EN50131 (part applicable in function of the product)	*System requirements electromagnetic compatibility (EMC) (T031 §6.2)*
EN50130-4	*Immunity requirements for components of fire, intruder, hold up, CCTV, access control and social alarm systems (EMC) (T031 §6.2)*
T031 §6.3	*Requirements sabotage (T031 §6.3)*
EN50131-2-2	*Passive infrared detectors (T031 §7.1)*
EN50131-2-4	*Combined passive infrared- and microwave detectors (T031 §7.3)*
EN50131-2-5	*Combined passive infrared and ultrasonic detectors (T031 §7.4)*
EN50131-2-6	*Opening contacts (magnetic) (T031 §7.5)*
EN50131-3	*Control and indicating equipment (T031 §7.11)*
EN50131-4	*Warning devices (T031 §7.12)*
EN50131-6	*Power supply (T031 §7.13)*
EN50131-10	*Application specific requirements for Supervised Premises Transceiver (SPT) (T031 §7.13)*
EN50136-2	*Requirements for Supervised Premises Transceiver (SPT) (T031 § 7.14)*

7.3 Other products than those covered by §8.1 and 8.2

The technical notes from ANPI form which the domain of application is included in that of the present document.

8. Annex 4: Procedure for notification and acceptance of product modifications

In order to maintain the validity of the certificates delivered by ANPI, ANPI has to be informed about each modification of the product.

ANPI has to be informed and has to approve the modifications before they are implemented. The procedure for the treatment of modifications described underneath has to be applied.

The procedure for treatment of announcements of modifications to Products is described in CERT PROC 023 ADVICE REQUEST F.

Major modifications

Major modifications in the documents, the production process or the Product that could affect the demonstration of conformity to the applicable standards and rules.

Examples of major modifications:

- Changes in component values
- Changing of component (e.g.: electrolytic condenser instead of a ceramic condenser, a transistor that is replaced by an equivalent or better model, thermistor of a heat detector, IR LED r, microprocessors or ASICs);
- Changes to the lay-out or tracks on a PCB (for instance a minor modification in the position of the track in order to obtain a different component size/shape);
- Changing of material into similar or different specifications (for instance PCB material, metal housing replaced by plastic housing, characteristics of different materials such as for instance fragility, screen effect, leak tightness, etc.);
- Changing of the application method of PCB coating;
- Changes to marking and documents that could affect the conformity to the applicable standards and rules.
- Changes to the profile of the box that affect the shape, or fixation means;
- Changes or upgrades in the software or designs of programmable components (e.g.: ASIC, main and auxiliary microprocessors) that affect the functioning of the equipment;
- Changes in the characteristics of the digital circuits (e.g.: speed);

Changes that can have an impact on the conformity with the EMC requirements.

- changes to the production process (for instance a new production line, an alternative production site);
- Changes in the production site

The Major Modifications have to be announced to the Division Certification.

The department ANPI Division Certification will consult the laboratory in order to determine whether the announcement corresponds to a major modification and whether complementary tests are necessary. The certificate holder is never allowed to implement Major Modifications without the positive advice from ANPI Division Certification.

Minor modifications

Minor modifications in the documents, the production process or the Product that do not affect the demonstration of conformity to the applicable standards and rules.

Examples of minor modifications:

- Correction of writing or typing error;
- Administrative changes to document formats etc.;
- Additional information to assist the production;
- Minor changes in order to improve / update the production process.
- Changing of component manufacturer for non-crucial components such as resistances, condensers, etc. (N.B. a thermistor of a heat detector would be a critical component);
- Very minor changes of tracks on a PCB (for instance a slight modification (< 0.5 mm) of the track width, radius of curvature or size of a sensor, with the guarantee that the security and the integrity of the circuits is maintained);
- Changing of the diameter of a mounting hole in a component;
- Minor changes to the profile of the housing that do not affect the complete shape, smoke entries or fixation means;
- Corrections of software bugs that do not affect the requested functions;
- Minor changes of a PCB that do not affect the layout of tracks or components;

- Changes to the marking and the documentation that do not affect the conformity to the applicable standards and rules;

The certificate holder can group up to 5 minor modifications to the same Product before announcing them and has to announce them at least 1 month before Surveillance audit date of the Product.

The minor modifications can be implemented in the production before having received the advice from ANPI Division Certification. This implementation is the responsibility of the certificate holder.

The ANPI certification division will consult the laboratories in order to determine whether the declaration corresponds to a minor modification and whether complementary tests are necessary.

In case of deviations encountered during the surveillance test by the laboratories, the holder is obliged to provide the proof of the implementation of necessary corrective actions including the products put on the market.

9. Annex 5: Surveillance stipulations

9.1. All certificates

The Certification audit is carried out as described in the surveillance procedure:
CERT CAD PROC 012 J Control ANPI P IN 10501 F.

This surveillance comprises visual checks.

The first Certification audit takes place within 18 months following the certification. If the result of this control is positive, and as long as the product is not modified, the Certification audit takes place within the period of 36 months following the first Certification audit of 18 months. Under the same conditions, a new Certification audit takes place in each next period of 36 months.

If this Certification audit leads to non-conformities the auditor has the possibility to bring the controlled sample back to ANPI in order to carry out supplementary verifications. The follow-up of this non-conformity is done by ANPI Division Certification. In case an immediate Certification audit of the correction of the non-conformity is necessary, an audit is carried out within the 9 months that follow. This audit is a complementary audit.

Starting from the day that the corrective action(s) was(were) accepted by ANPI Division Certification, the normal regime with an audit within the period that would have been applicable when the surveillance control had not known a negative result, is picked up again.

In function of the results of the corrective actions the following decisions can be taken:

1. maintain the right to use the ANPI-mark
2. apply a sanction:
   - The warning letter. This letter contains the corrective actions taken by ANPI Division Certification,
   - The temporary prohibition to use the mark awaiting the corrective actions
   - The definitive prohibition to use the mark

9.2. Certificates according to the European standards EN 50131, CLC/TS 50131, EN 50136 and CLC/TS 50136

The Certification audits in the production factories are carried out as described in the surveillance procedure:
CERT CAD PROC 010 Z_O INIT_SURV FPC IN 10492 F.

Those are meant to guarantee the quality management of the production. The auditor has to be able to audit the operational production line of the certified product(s) or of the product(s) to be certified. It must also be possible to audit the control operations of the finished products.

Initial audit (IFPC): first (CPU) factory production control (for a product or a group of products
Surveillance audit (SPFC): periodical audit carried out every two year during the validity period of the certificate(s).

In case of an additional certification request for new products there will be no additional audit fort he already known production lines and according to already audited processes. In all other cases a CPU audit has to be carried out.

A preliminary audit of the factory (IFPC) has to be carried out in order to obtain an initial certification. Afterwards, a least every two years, a factory audit has to be carried out.

Within a period of 20 working days following the receipt date of the audit report the Division Certification sends the report, with or without a request for corrective actions, to the Applicant of the certification. The Applicant of the certification then has 15 days to react and 30 days to correct the situation.

In function of the results of the corrective actions the following decisions can be taken:

1. maintain the right to use the ANPI-mark
2. apply a sanction:
    - The warning letter. This letter contains the corrective actions taken by ANPI Division Certification,
    - The temporary prohibition to use the mark awaiting the corrective actions
    - The definitive prohibition to use the mark

9.3. Other products than those mentioned in §9.1 & 9.2

The surveillance stipulations are mentioned in part C of every technical note.

The surveillance is carried out as described in the surveillance procedure CERT CAD PROC 012 J Control ANPI P IN 10501 F if it is not described in the technical note.

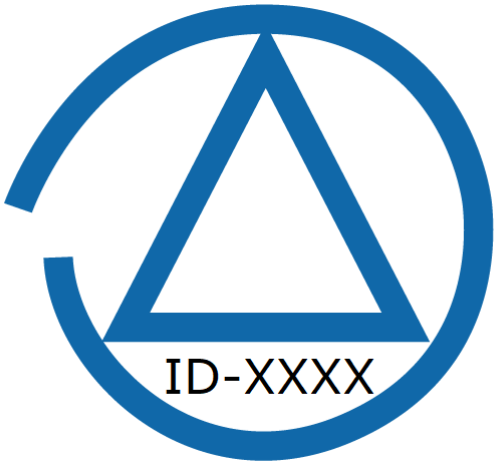
10. Annex 6: Certificate models

Please contact the administrative service of the Division Certification from ANPI.

11. Annex 7: Rules for applying the certification mark ANPI

12.1. Products certified on the basis of specifications EN 50131, CLC/TS 50131, EN 50136, CLC/TS 50136, BEC T031, BEC T014 and BEC T014A

- Or the product is marked with the following logo where XXXX corresponds to the Licence number. The logo is available at the Division Information from ANPI (info@anpi.be).



- Or the marking ANPI-ID-XXXX is applied to the product where XXXX corresponds to the License number.

The certification under the ANPI mark has to be mentioned in the documentation that is delivered together with the product.

12.2. Products certified on the base of the technical note BEC T033

It is absolutely forbidden to apply the certification mark ANPI to those products if they are not also covered by an ANPI-certificate according to the applicable European standards.

It is absolutely forbidden to refer to the ANPI-certification in the documentation delivered together with those products if they are not also covered by an ANPI-certificate according to applicable European standards.

If a product has functionalities that are certified according to the CEB T 031 and other functionalities according to the CEB T 033, the marking requirements (label ANPI) applicable to the products certified according to the CEB T 033 prevail.

12.3. Other products than those covered by §12.1 and 12.2

The certification mark ANPI according to Annex 1 of the Rules of the ANPI-mark – Administrative and legal clauses has to be applied to the products.

The certification under the ANPI mark has to be mentioned in the documentation that is delivered together with the product.

Annex 8 : laboratories recognized by the CGMA from ANPI

See separate document