



**SCHEME FOR DESIGNATING DOMESTIC
CONFORMITY ASSESSMENT BODIES
AND CERTIFICATION BODIES
FOR
CONFORMITY ASSESSMENT
AND CERTIFICATION OF
TELECOMMUNICATION EQUIPMENT**

ISSUE 2

NO. TEC/DES-01/02.DEC.2017

© TEC

**TELECOMMUNICATION ENGINEERING CENTRE
DEPARTMENT OF TELECOMMUNICATIONS
GOVERNMENT OF INDIA
GATE NO. 5, KHURSHID LAL BHAVAN, JANPATH
NEW DELHI 110001, INDIA**



All Rights Reserved and no part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording or otherwise without written permission from the Telecommunication Engineering Centre, New Delhi

SCHEME FOR DESIGNATING DOMESTIC CONFORMITY ASSESSMENT BODIES AND CERTIFICATION BODIES FOR CONFORMITY ASSESSMENT AND CERTIFICATION OF TELECOMMUNICATION EQUIPMENT

CONTENTS

1.0 Introduction	1
2.0 References	1
3.0 Definitions.....	1
4.0 Conceptual Scheme of Designation.....	4
5.0 Designating Authority	5
6.0 Scope of Designation	5
7.0 Scope of Accreditation	5
8.0 Eligibility	6
9.0 Application for Designation.....	7
10.0 Approval	8
11.0 Obligations of Designated CAB.....	9
12.0 Obligations of Designated CB.....	10
13.0 Reference to Designation Status.....	12
14.0 Post-designation Surveillance.....	12
15.0 Suspension or Withdrawal of Designation.....	12
16.0 Amendment to the Scheme.....	12
Annexure1- Application for Designation of CAB and CB.....	13
Annexure2- List of TEC's Technical Specifications	14
Annexure3- Checklist for Technical Competence of CAB	15
Annexure4- Checklist for Technical Competence of CB.....	16
Annexure5- Application for Renewal of Designation of CAB and CB.....	17

SCHEME FOR DESIGNATING DOMESTIC CABs & CBs

1.0 INTRODUCTION

1.1 Telecommunication Engineering Centre (TEC) under the Department of Telecommunications (DoT) designates domestic Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) for carrying out conformity assessment and certification of telecommunication equipment in accordance with TEC's technical standards and/or specifications.

1.2 It also designates domestic CABs and CBs for carrying out conformity assessment and certification of telecommunication equipment in accordance with requirements of MRA Partners.

1.3 This document outlines the process to be followed and details the conditions and requirements to be fulfilled by the domestic CABs and CBs seeking designation to perform conformity assessment and certification of telecom equipment.

2.0 REFERENCES

- 2.1 ISO/IEC Guide 2:2004 or its latest version: Standardization and related activities – General vocabulary.
- 2.2 ISO/IEC 17025:2005 or its latest version: General requirements for the competence of testing and calibration laboratories.
- 2.3 ISO/IEC 17065:2012 or its latest version: Conformity Assessment- Requirements for bodies certifying products, processes and services.

3.0 DEFINITIONS

3.1 All general terms concerning standards and conformity assessment used in this Chapter shall have the meaning given in the definitions contained in the International Organisation for Standardization/International Electro-technical Commission (ISO/IEC) Guide 2: 2004 "Standardization and related activities – General vocabulary" published by the ISO and IEC, and unless the context otherwise requires.

3.2 **Accept** means the use of the results of conformity assessment activities as a basis for regulatory actions such as approvals, licenses, registrations and post-market assessments of conformity assessment.

3.3 **Accreditation Body** means an authority to conduct and administer an accreditation system that grants accreditation to conformity assessment bodies or certification bodies for conformity assessment of telecommunication equipment.

3.4 **Administrative Arrangements** mean publicly available procedures or legal arrangements within a Party's jurisdiction which have impact on the conformity assessment procedures for telecommunication equipment within the scope of an MRA.

3.5 **Conformity Assessment** means any activity concerned with determining directly or indirectly whether products, manufacturers or processes fulfill relevant standards and/or specifications to meet relevant mandatory requirements detailed in the respective Party's mandatory requirements. Typical examples of conformity assessment activities are sampling, testing, inspection, evaluation, verification, certification, registration, accreditation and approval, as well as any of their combinations.

3.6 **Certification Body (CB)** means a body that issues a conformance certificate and may also conduct conformity assessment activities.

3.7 **Conformity Assessment Body (CAB)** means a body that conducts conformity assessment activities.

3.8 **Designation** means the authorisation by a Party's designating authority of its conformity assessment body to undertake specified conformity assessment activities pursuant to the mandatory requirements of the party.

3.9 **Designated CAB** means a conformity assessment body designated by DA.

3.10 **Designated CB** means to a certification body designated by DA.

3.11 **Designating Authority (DA)** means a body established in the territory of a Party with the authority to designate, monitor, suspend or withdraw designation of conformity assessment bodies to conduct conformity assessment activities within its jurisdiction.

3.12 **Essential Requirement** means set of parameters/standards/requirements/specifications etc. specified by TEC which are to be complied for seeking certification.

3.13 **Mandatory Requirements** means a Party's applicable laws, regulations and administrative provisions, including licensing conditions;

3.14 **Mutual Recognition** means that each Party, on the basis that it is accorded reciprocal treatment by the other Party, accepts the test reports & certification of results of conformity assessment activities; and mandatory requirements of the other Party to demonstrate conformity of products and/or manufacturers/manufacturing processes with its mandatory requirements when the conformity assessment activities are undertaken by conformity assessment bodies designated by the other Party.

3.15 **NABCB** stands for National Accreditation Board for Certification Bodies, New Delhi, India, under QCI.

3.16 **NABL** stands for National Accreditation Board for Testing and Calibration Laboratories, New Delhi, India.

3.17 **Party** means DoT or MRA partner.

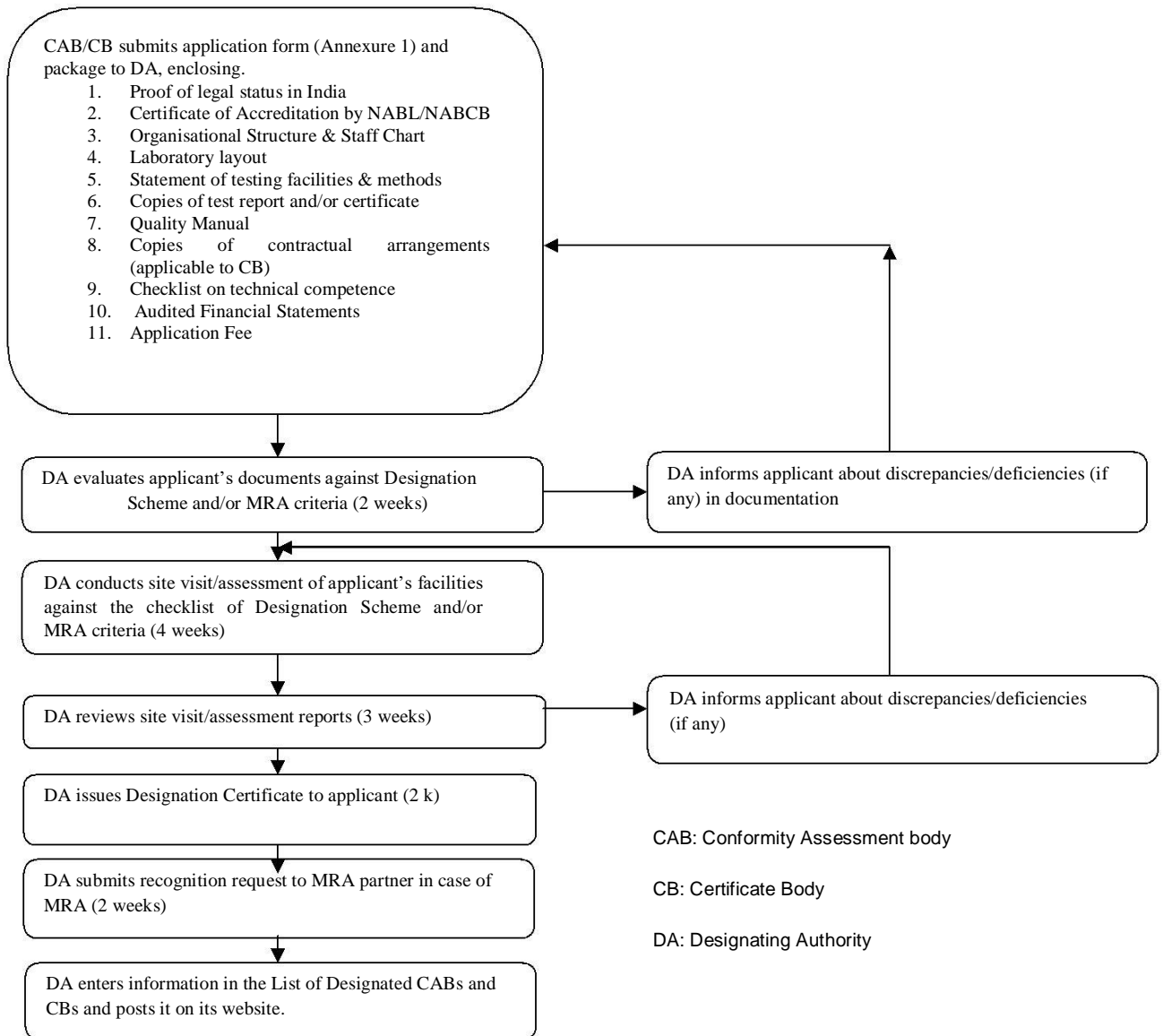
3.18 **QCI** stands for Quality Council of India, New Delhi, India.

3.19 **Regulatory Authority** means an entity that exercises a legal right to determine the mandatory requirements, control the import, use or supply of products within a Party's territory and may take enforcement action to ensure that products marketed within its territory comply with that Party's mandatory requirements including assessments of manufacturers/ manufacturing processes of products.

3.20 **Generic Requirements (GRs) Interface Requirements (IRs), Technical Regulations, Technical Specifications, Standards** means those technical requirements, legislative and regulatory provisions, and administrative arrangements that a Party has specified pertaining to the testing and certification of equipment in which compliance is mandatory.

3.21 **Telecommunication equipment** or **equipment** means all telecommunication switching, transmission and access line or wireless equipment.

4.0 CONCEPTUAL SCHEME OF DESIGNATION



Schematic Diagram of the Process for Designation of CABs and CBs

5.0 DESIGNATING AUTHORITY

5.1 TEC is the Designating Authority (DA) for designating Conformity Assessment Bodies (CABs) and Certification Bodies (CB) in India, for conformity assessment and certification of telecommunication equipments against TEC's technical standards and/or specifications.

5.2 CABs and CBs designated by TEC may be recognized by DA of a foreign country for conformity assessment and certification against technical regulations, technical specifications, and standards of that country as per the conditions of Mutual Recognition Agreement (MRA), if any. Correspondingly, TEC is the DA for recognizing the designated CABs and CBs of foreign countries, having MRA with India, for conformity assessment and certification as per TEC technical standards and/or specifications.

6.0 SCOPE OF DESIGNATION

6.1 Application for designation is open to any conformity assessment body and/or certification body which conducts its business of conformity assessment and certification in India. CABs and CBs duly accredited by any recognised Indian accreditation body like NABL and NABCB respectively, may apply for designation. The scope of designation by DA is limited to the scope for which accreditation is granted against TEC's/ other Party's technical standards and/or specifications.

6.2 If the application for Designation as CAB/CB does not fully cover all tests corresponding to TEC's technical standards and/or specifications, the DA may grant the designation corresponding to TEC's technical standards and/or specifications to the extent against which designation is sought, subject to its technical evaluation by the DA.

6.3 In case of revision of TEC's technical standards and/or specifications during the validity of designation, the CAB/CB needs to submit accreditation from any recognised Indian accreditation body like NABL and NABCB for any incremental tests in the corresponding technical, standards and/or specifications. The DA may conduct a site visit to ascertain the compliance to the corresponding revised technical standards and/or specifications. The validity of the designation would remain unchanged.

7.0 SCOPE OF ACCREDITATION

7.1 CABs shall be accredited by any recognised Indian accreditation body like NABL, in accordance with ISO/IEC 17025:2005 or its latest version, to carry out tests for verifying conformance to one or more stipulated requirements for telecom equipment.

7.2 CBs shall be accredited by any recognised Indian accreditation body like NABCB in accordance with ISO/IEC 17065:2012 or its latest version , to certify telecom equipment conforming to one or more stipulated requirements, on the basis of its test reports or test reports of accredited CABs.

7.3 The scope of testing and certification shall be limited to core-testing capabilities, knowledge and expertise in evaluating test data and reports, on the conformance to stipulated requirements as detailed in Annexure 3 and 4.

8.0 ELIGIBILITY

8.1 To be eligible for designation as CAB, the applicant shall

- a. be an entity legally identifiable and located in India;
- b. be accredited by any recognised Indian accreditation body like NABL in accordance with ISO/IEC 17025:2005 or its latest version for CAB, in the relevant areas of stipulated requirements for telecom equipment.
- c. have expert knowledge of all the applicable technical, administrative, and regulatory requirements for the equipment.
- d. have sufficient capital and financial resources to maintain viable operations as a CAB.
- e. have the knowledge, capability, technical competence and equipment to perform the tests for conformity to stipulated requirements for the equipment.
- f. have no interest whatsoever in any business to test any product or carry on testing in an unfair or biased manner, for which it seeking designation
- g. satisfy all criteria required for its recognition under the relevant MRA, if any.
- h. provide all desired information or documents as required by DA.

8.2 To be eligible for designation as CB, the applicant shall

- a. be an entity legally identifiable and located in India;
- b. be accredited by any recognised Indian accreditation body like NABCB in accordance with ISO/IEC 17065:2012 or its latest version for CB, in the relevant area of stipulated requirements for telecom equipment.
- c. be accredited by any recognised Indian accreditation body like NABL in accordance with ISO/IEC 17025:2005 or its latest version for CAB, in the relevant areas of stipulated requirements for telecom equipment, and/or have arrangements with other designated CABs.
- d. have expert knowledge of all the applicable technical, administrative, and regulatory requirements for the equipment.
- e. have sufficient capital and financial resources to maintain viable operations as a CAB and CB.
- f. have the knowledge, capability, technical competence and equipment to perform the tests and certification for conformity to stipulated requirements for the equipment.
- g. have no interest whatsoever in any business to test any product or carry on testing in an unfair or biased manner, for which it seeking designation.

- h. satisfy all criteria required for its recognition under the relevant MRA, if any.
- i. provide all desired information or documents as required by DA.

9.0 APPLICATION FOR DESIGNATION

9.1 Duly filled Application Package (Annexure1) for designation should be sent to

DDG (MRA),
Telecommunication Engineering Centre,
Gate No. 5, Khurshid Lal Bhavan, Janpath, New Delhi-110001.

9.2 Application Package for Designation of CAB includes

- a. Documents showing proof as an identifiable legal entity in India.
- b. Accreditation Certificate as CAB from any recognised Indian accreditation body like NABL indicating the scope of accreditation.
- c. Organisational Structure and Staffing Chart.
- d. Laboratory Layout.
- e. Details of capability and technical competence for testing each stipulated requirement for the equipment.
- f. Sample copy of test report(s) to be issued.
- g. Quality Manual.
- h. Compliance to checklist (Annexure 3) to show that the CAB meets the stipulated requirements for designation.
- i. Audited financial statements
 - (a) For firms incorporated less than 2 years-
Document(s) establishing sound financial health such as bank certified statement and available financial audited statement. Authority may ask for providing additional document(s) to established financial health of testing agency/lab.
 - (b) For firms incorporated more than 2 years but less than 4 years-
Audited financial statements from the date of incorporation.
 - (c) For firms incorporated 4 years or more-
Audited financial statements for last 3 years.
- j. Non-refundable fee of Rs. 1,00,000/- to be paid online through Non Tax Receipt Portal (NTRP) of Govt. of India to “TEC, New Delhi” for designation against up to 5 TEC’s technical standards and/or specifications in a single application. Further, for designation beyond 5 technical standards/ specifications in the same application, an additional fee of Rs. 20,000/- is payable per standard/ specification subject to maximum of up to Rs. 2,00,000/- per single application in any case or fees specified by DA time to time.

9.3 Application Package for Designation of CB includes

- a. Documents showing proof as an identifiable legal entity in India.
- b. Accreditation Certificate as CB from any recognised Indian accreditation body like NABCB, along with Accreditation Certificate as CAB from any

- recognised Indian accreditation body like NABL indicating the scopes of accreditations.
- c. Copies of contractual arrangements with other designated CABs, if applicable.
- d. Organisational Structure and Staffing Chart.
- e. Laboratory Layout.
- f. Details of capability and technical competence for testing and certification of each stipulated requirement for the equipment.
- g. Sample copies of test report(s) and certificate(s) to be issued.
- h. Quality Manual;
- i. Compliance to checklist (Annexure 3 & 4) to show that the CB meets the stipulated requirements for designation.
- j. Audited financial statements
 - (a) For firms incorporated less than 2 years-
Document(s) establishing sound financial health such as bank certified statement and available financial audited statement. Authority may ask for providing additional document(s) to established financial health of testing agency/ lab.
 - (b) For firms incorporated more than 2 years but less than 4 years-
Audited financial statements from the date of incorporation.
 - (c) For firms incorporated 4 years or more-
Audited financial statements for last 3 years.
- k. Non-refundable fee of Rs. 1,00,000/- to be paid online through Non Tax Receipt Portal (NTRP) of Govt. of India to “TEC, New Delhi” for designation against up to 5 TEC’s technical standards and/or specifications in a single application. Further, for designation beyond 5 technical standards/ specifications in the same application, an additional fee of Rs. 20,000/- is payable per standard/ specification subject to maximum of up to Rs. 2, 00,000/- per single application in any case or fees specified by DA time to time.

10.0 APPROVAL

10.1 The steps involved in designation are enlisted in the Schematic Diagram of the Process for Designation of CABs & CBs.

10.2 Applicant shall make necessary arrangements for DA’s authorised representatives for their visit to his laboratories or premises for assessment.

10.3 After completion of assessment, Designation Certificate will be issued if DA is satisfied that the applicant complies with the stipulated requirements.

10.4 Designation by DA does not imply the acceptance by DA of any responsibility for the services provided by the Designated CAB/CB.

10.5 Time schedules indicated for various activities are indicative only and shall not be considered as a matter of rule or right for the applicant. They shall not be binding on DA, as time taken in completion of various processes depends upon nature and circumstances of the case.

10.6 Designation shall be valid for a period of three (3) years. Application for renewal as per Annexure-5 can be submitted within 180 days but not later than 60 days before the expiry of the certificate.

Suspended or withdrawn designation shall NOT be renewed during the suspended or withdrawn period. However, the process of renewal may be initiated in the suspended/withdrawn period. Validity is subject to the continued accreditation. The fee for renewal shall be Rs. 10,000/- for every TEC's technical standards/ specifications being applied for renewal limited to maximum amount up to 1,00,000 or fees specified by DA time to time. The fee for renewal is to be paid online through Non Tax Receipt Portal (NTRP) of Govt. of India to "TEC, New Delhi".

11.0 OBLIGATIONS OF DESIGNATED CAB

11.1 It shall ensure that it maintains its accreditation status from any recognised Indian accreditation body like NABL during validity period of certificate.

11.2 It shall follow the stipulated procedures, rules and policies laid down by DA or MRA partner for testing and evaluation.

11.3 Unless specifically approved by DA or MRA partner it shall not conduct testing of equipment prohibited in the respective country.

11.4 It shall fully indemnify DA from and against all liabilities, damages, claims, costs, and expenses incurred or sustained by DA as a result of any action taken or omitted by DA relating to the process of designation.

11.5 It shall comply with DA's or MRA partner's terms and conditions for designation and recognition as modified from time to time.

11.6 It shall be under obligation to participate in the online process prescribed by TEC for test and certification against TEC's GR/IR/ER and standards.

11.7 It shall have a record system which shall have a retention period of at least 5 years for documents related to the equipment testing. It shall maintain all the relevant documents including list of products submitted for testing, product-wise testing and evaluation reports. These documents shall be produced before the DA within seven days, as and when required.

11.8 If during post-testing surveillance of tested equipment, it comes to know that the equipment no longer complies with the stipulated requirements, it shall immediately notify the concerned applicant, DA, and/or MRA partner. It shall also provide a follow-up report within thirty days of the action taken by the concerned applicant, to rectify the situation.

11.9 It shall notify the DA in writing of occurrence of any of the following incidence within 2 weeks of its occurrence

- a. cessation of its business of conformity assessment for which it is Designated or accredited
- b. changes in its legal, commercial, or organisational status
- c. changes which may affect continuing compliance with any of the criteria or requirement specified by DA or MRA partner.
- d. change of premises

11.10 It shall provide access to DA's authorised representative in its laboratory or other premises to allow him to observe and assess the testing procedures. The CAB shall bear all reasonable costs and expenses incurred by DA's representative on this account.

12.0 OBLIGATIONS OF DESIGNATED CB

12.1 It shall ensure that it maintains its accreditation status from any recognised Indian accreditation body like NABL and NABCB during validity period of certificate.

12.2 It shall follow the stipulated procedures, rules and policies laid down by DA or MRA partner for testing, evaluation and certification.

12.3 Unless specifically approved by DA or MRA partner it shall not conduct testing and certification of equipment prohibited in the respective country.

12.4 It shall fully indemnify DA from and against all liabilities, damages, claims, costs, and expenses incurred or sustained by DA as a result of any action taken or omitted by DA relating to the process of designation.

12.5 It shall comply with DA's or MRA partner's terms and conditions for designation and recognition as modified from time to time.

12.6 It shall have a record system which shall have a retention period of at least 5 years for documents related to the equipment testing and certification. It shall maintain all the relevant documents including list of products submitted for testing, product-wise testing and evaluation reports, and issued certificates. These documents shall be produced before the DA within seven days, as and when required.

12.7 If during post-certification surveillance of certified equipment, it comes to know that the equipment no longer complies with the stipulated requirements, it shall immediately notify the concerned applicant, DA, and/or MRA partner. It shall also provide a follow-up report within thirty days of the action taken by the concerned applicant, to rectify the situation.

12.8 It shall notify the DA in writing of occurrence of any of the following incidence within 2 weeks of its occurrence

- a. cessation of its business of conformity assessment for which it is Designated or accredited
- b. changes in its legal, commercial, or organisational status
- c. changes which may affect continuing compliance with any of the criteria or requirement specified by DA or MRA partner.
- d. change of premises

12.9 It shall provide access to DA's authorised representative in its laboratory or other premises to allow him to observe and assess the testing and certification procedures. The CAB shall bear all reasonable costs and expenses incurred by DA's representative on this account.

12.10 For equipment certification, it shall take following application package from the applicant

- a. An application form
- b. DA's/MRA partner's specification checklist.
- c. Test reports of equipment, conforming to the stipulated requirements, from Designated CAB.
- d. Four colour photographs capturing front, rear, side views, and product label of the equipment which shows trade and product name.
- e. A set of technical documents consisting of a general description of the equipment, technical data, facilities supported by the equipment, sales brochures, and other related document.

12.11 In case the services of subcontracting designated CABs are taken, it shall be responsible for the tests conducted by the latter.

12.12 After issuing a certificate of conformity, a copy shall be submitted to DA.

12.13 It shall publish and maintain a list of certificates.

12.14 It shall not grant

- a. waiver of conformity to any of the stipulated requirements.
- b. change in ownership of certificate.
- c. certificate to equipment that does not have the published standards from DA or MRA partner.

13.0 REFERENCE TO DESIGNATION STATUS

13.1 Designated CABs/CBs may advertise their designation status with regard to standards or parts thereof which are included in the scope of designation.

13.2 The advertisement should not imply, or otherwise suggest that DA or MRA Partner has endorsed the product or imply that the designated CAB/CB is an agent or representative of DA or MRA Partner.

13.3 CABs/CBs whose designations have been suspended or withdrawn for any reason, shall discontinue advertisement of their designated status and not make any misleading statements regarding their designation status.

14.0 POST-DESIGNATION SURVEILLANCE

14.1 As and when required, DA shall conduct surveillance assessments and other non-routine assessments on the Designated CABs/CBs to ensure that standards of practices are maintained as well as to investigate complaints made against them.

15.0 SUSPENSION OR WITHDRAWAL OF DESIGNATION

15.1 DA shall suspend or withdraw the designation of a CAB/CB if

- a. It's accreditation is withdrawn.
- b. It is found that the CAB/CB is not complying with the stipulated criteria or requirements.
- c. It is guilty of any offence involving fraud or dishonesty.
- d. DA concludes that there is a just cause for withdrawing the designation.

15.2 A CAB/CB whose designation, and recognition in case of MRA, has been suspended or withdrawn shall be removed from the list of designated CABs/CBs, in case it fails to take corrective measures.

15.3 DA shall keep the designation of a Designated CAB/CB under suspension, until the completion of formal review process.

16.0 AMENDMENT TO THE SCHEME

16.1 DA reserves the rights to amend the scheme, as and when required, for the purpose of streamlining designation process.

ANNEXURE 1 - APPLICATION FOR DESIGNATION OF CAB AND CB

1.0 Please submit the form to DDG (MRA), Telecommunication Engineering Centre, Khurshid Lal Bhavan, Janpath, New Delhi-110001, India together with the following documents

- a. Documentary proof as an entity legally identifiable and located in India
- b. Certificate of Accreditation by any recognised Indian accreditation body like NABL/NABCB indicating the scope of accreditation;
- c. Organisational Structure and Staffing Chart;
- d. Laboratory Layout;
- e. Statement of testing facilities and test methods to be used for testing each particular technical regulation, standard or specification;
- f. Sample copy of the test reports and/or certificates
- g. Quality Manual
- h. Copies of contractual arrangements with other Designated CABs (for CBs)
- i. Checklist on technical competence
- j. Relevant audited financial statements as per clause 9.2(i)/9.3(j), including past claims on CAB/CB arising from its operations, if any;
- k. Application processing fee submission receipt as per clause 9.2(j)/9.3(k).

2.0 Payment should be made online through Non Tax Receipt Portal (NTRP) of Govt. of India to “TEC, New Delhi”. The application-processing fee is not refundable.

Form

Applicant's Name & Address:		Contact Name & Designation:
Telephone No:	Facsimile No:	E-Mail Address:

CAB's/CB's Name & Address

Product(s) and Standard(s)/Specification(s) thereof for which designation is sought: (if space is insufficient, please attach additional sheet(s))		
Product(s) name	Applicable Standard(s)/Specification(s) name	Test(s) name standard wise

<p>Agreement: The Applicant agrees to</p> <ol style="list-style-type: none"> a. Fulfil all conditions and meet all requirements in accordance with the procedures given under the Scheme for Designating Domestic CAB/CB for Conformity Assessment and Certification of telecommunication equipment, and b. Indemnify TEC, India, from and against all liabilities, damages, claims, cost and expenses incurred or sustained by TEC, India, as a result of any action taken by TEC, India, relating to the designation as CAB/CB.
--

Applicant's Signature & Date
Name and Designation
Company's Stamp

ANNEXURE 2 - LIST OF TEC'S TECHNICAL SPECIFICATIONS

As available on TEC website www.tec.gov.in

ANNEXURE 3 - CHECKLIST FOR TECHNICAL COMPETENCE OF CAB

Whether the Conformity Assessment Body

- a. has all the Technical Specifications like TEC GR/IR/ER/Standards and the International Specifications that are relevant to the specifications against which Designation is requested.
- b. has all the documents containing the test schedules and test procedures relevant to the specifications against which Designation is requested.
- c. has all the testing equipments required for assessing conformance to the specification against which Designation is requested.
- d. has the requisite technical staff in testing laboratory with sufficient knowledge about the operation of test equipment, test setup and test procedure to conduct various tests relevant to the specification against which Designation is requested.

ANNEXURE 4 - CHECKLIST FOR TECHNICAL COMPETENCE OF CB

Whether the Certification Body

- a. has all the Technical Specifications like TEC GR/IR/ER/Standards and the International Specifications that are relevant to the specifications against which Designation is requested.
- b. has all the documents containing the test schedules and test procedures relevant to the specifications against which Designation is requested.
- c. has all the testing equipments required for assessing conformance to the specification against which Designation is requested.
- d. has the requisite technical staff in testing laboratory with sufficient knowledge about the operation of test equipment, test setup and test procedure to conduct various tests relevant to the specification against which Designation is requested.
- e. has the requisite technical staff with sufficient knowledge to understand and analyses the test reports relevant to the specification against which Designation is requested.

ANNEXURE 5– APPLICATION FOR RENEWAL OF DESIGNATION OF CAB AND CB

1.1 Please submit the form to DDG (MRA), Telecommunication Engineering Centre, KhurshidLalBhavan, Janpath, New Delhi-110001, India together with the following documents -

- (i) Valid certification of accreditation by NABL/NABCAB without break/with continuation of previous certification of accreditation by NABL/NABCAB.
- (ii) An affidavit by the CAB/CB that it continues to conform to the TEC's technical standards/specifications against which renewal is sought.
- (iii) Organisational Structure and Staffing Chart;
- (iv) Laboratory Layout (if any change in earlier submitted).
- (v) Statement of testing facilities and test methods to be used for testing each particular technical regulation, standard or specification;
- (vi) Quality Manual (if any change in earlier submitted).
- (vii) Copies of contractual arrangements with other Designated CABs (for CBs)
- (viii) Relevant audited financial statements for the last 3 years, including past claims on CAB/CB arising from its operations, if any;
- (ix) Application processing fee submission receipt as per clause 10.6.

2.0 Payment should be made online through Non Tax Receipt Portal (NTRP) of Govt. of India to TEC, New Delhi". The application-processing fee is not refundable.

Form

Applicant's Name & Address:		Contact Name & Designation:
Telephone No:	Facsimile No:	E-Mail Address:

CAB's/CB's Name & Address

TEC Certificate details which is to be renewed -			
Certificate No	Date of issue	Valid up to	Specification(s)/Standard(s)

Product(s) and Standard(s)/Specification(s) thereof for which designation is sought: (if space is insufficient, please attach additional sheet(s))			
Product(s) name	Applicable name	Standard(s)/Specification(s)	Test(s) name standard wise

<p>Agreement: The Applicant agrees to</p> <p style="margin-left: 40px;">a. Fulfil all conditions and meet all requirements in accordance with the procedures given under the Scheme for Designating Domestic CAB/CB for Conformity Assessment and Certification of telecommunication equipment, and</p> <p style="margin-left: 40px;">b. Indemnify TEC, India, from and against all liabilities, damages, claims, cost and expenses incurred or sustained by TEC, India, as a result of any action taken by TEC, India, relating to the designation as CAB/CB.</p>

Applicant's Signature & Date
 Name and Designation
 Company's Stamp

No. 4-1/2016-MRA/TEC(Pt.)
Government of India
Department of Telecommunications
Telecommunication Engineering Centre

AMENDMENT

Dated: 18.06.2018

Subject: Scheme for Designating Domestic Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) for Conformity Assessment and Certification of Telecommunication Equipment – Amendment in the Scheme regarding

In order to have wider participation of Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies for designation as CABs under TEC Scheme No. TEC/DES-01/02.DEC.2017, following amendments in the scheme as mentioned above are hereby issued:

(i) Clause 6.1, 6.3, 7.1, 8.1 (b), 9.2 (b), 11.1 and Annexure-1 Clause 1.0 (b):

Add:

Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies, which are having requisite test infrastructure and capabilities required for CAB designation, are exempted from submission of accreditation by any recognized Indian accreditation body like NABL for their provisional CAB designation for six months providing them reasonable time to acquire such accreditation in case the application is submitted before 31.03.2019.

(ii) Clause 9.2 (i) and Annexure-1 Clause 1.0 (j):

Add:

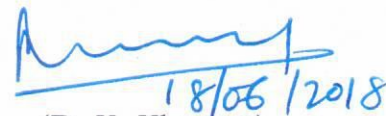
Such Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies, which do not maintain the audited financial statements, are exempted from submission of Audited Financial Statements.

(iii) Clause 9.2 (j) and Annexure-1 Clause 1.0 (k):

Add:

Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies are exempted from payment of application fee in case the application is submitted before 31.03.2019.

All other terms and conditions of the Scheme No. TEC/DES-01/02.DEC.2017 for Designating Domestic Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) for Conformity Assessment and Certification of Telecommunication Equipment shall remain unchanged for Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies also.



(D. K. Khanna)

Deputy Director General (MRA)
For Designating Authority
TEC

No. 4-1/2016-MRA/TEC
Government of India
Department of Telecommunications
Telecommunication Engineering Centre

AMENDMENT No. 2

Dated: 01.11.2018

Subject: Scheme for Designating Domestic Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) for Conformity Assessment and Certification of Telecommunication Equipment – Amendment in the Scheme regarding

In order to include Intellectual Property Rights (IPR)/ Confidentiality/ Non-disclosure agreement (NDA) and Sub-Contracting related clauses as an obligation for designation as CABs under TEC Scheme No. TEC/DES-01/02.DEC.2017, following amendment in the scheme under the heading of “11.0: Obligations of Designated CAB” are hereby issued:

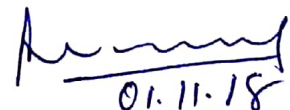
(i) Add New Clause no. 11.11

“Non-disclosure agreement, as required, shall be signed with the customer for ensuring protection of their Intellectual Property Rights in the course of testing by maintaining professional ethics, secrecy and keeping all the product related information confidential and shall indemnify TEC, at all times, from any claim arising out of breach/infringement of such rights.”

(ii) Add New Clause no. 11.12

“Sub-Contracting

- (a) *The CAB shall perform the tests as covered under the scope of designation by itself and shall not sub contract the testing in part or full to any other agency except under condition as provided in para (b) below.***
- (b) *In case of breakdown of testing facility (ies), concerned test(s) may be got carried out from any other CABs designated for the same test(s) with due consent of the customer and prior intimation to TEC. In such cases when the testing is done at any other designated CAB, the former CAB shall be fully responsible to the customer for the same.***
- (c) *The testing through other designated CABs under condition as mentioned at para (b) above will be allowed till the testing facility (ies) are restored or for a period of six months whichever is earlier.***
- (d) *The CABs shall maintain a record of all such cases as well and the compliance thereof.”***


01.11.18

(D. K. Khanna)
Deputy Director General (MRA)
For Designating Authority
TEC

No. 4-1/2016-MRA/TEC.Pt1
Government of India
Department of Telecommunications
Telecommunication Engineering Centre

AMENDMENT No.3

Dated: 18.07.2019

Subject: Scheme for Designating Domestic Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) for Conformity Assessment and Certification of Telecommunication Equipment – Regarding extension of amendment in the Scheme.

In order to have wider participation of Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies for designation as CABs under TEC Scheme No. TEC/DES-01/02.DEC.2017, an amendment vide no. 4-1/2016-MRA/TEC dated 18-06-2018 was issued regarding relaxations in eligibility criterion. Now, the competent authority has extended the dates of relaxations in following para's of above mentioned amendment as: -


Para (i):

Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies, which are having requisite test infrastructure and capabilities required for CAB designation, are exempted from submission of accreditation by any recognized Indian accreditation body like NABL for their provisional CAB designation for six months providing them reasonable time to acquire such accreditation in case the application is submitted till 31.12.2019.

Para (iii):

Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies are exempted from payment of application fee in case the application is submitted till 31.12.2019.

All other terms and conditions of the Scheme No. TEC/DES-01/02.DEC.2017 as amended from time to time for Designating Domestic Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) for Conformity Assessment and Certification of Telecommunication Equipment shall remain unchanged for Government Testing Agencies/ Organizations/ Institutes/ IITs and other Government Autonomous Bodies also.


18.07.19.
(D. K. Khanna)

Deputy Director General (MRA)
For Designating Authority
TEC