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|  | OPERATIONAL DOCUMENT | CIG 423 Appendix 3 |
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Factory Inspection Report Appendix 3 Additional Requirements for the ENEC+ Agreement (ENEC+ Appendix)

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| Approved by: | To vote by Full Members of CIG IS | No. of pages: <u>2</u> |
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Field Cod



Reference number of the body carrying out the inspection:

Logo of the body
carrying out the
inspection

**APPENDIX 3 TO OD CIG 423 FACTORY INSPECTION
REPORT**
Additional Requirements for the ENEC+ Agreement
(ENEC+ Appendix)

GENERAL GUIDANCE

This Appendix is to be used when a factory is manufacturing ENEC+ certified products.

NOTE:

- *Instructions to the Inspector are shown in italics.*
- *The report shall be completed even if there is no production at the time of the visit.*
- *For all 'NO' answers details shall be provided on the Inspector's Findings page.*
- *For all 'N/A' answers rationale shall be provided as to why the item is not applicable, unless it is obvious to be not relevant.*
- *Details should be given on Inspector's Information page.*

1 Factory registered name and factory location

| | |
|-----------------------------|---|
| Factory registered name: | |
| Street and No.: | |
| Postal Code: | |
| City: | |
| Province: | |
| Country: | |
| GPS-coordinates (optional): | <input type="checkbox"/> N: <input type="checkbox"/> S: <input type="checkbox"/> E: <input type="checkbox"/> W: |

| | |
|--------------------|---------------------|
| Name of Inspector: | Date of inspection: |
| | (YYYY – MM – DD) |



Reference number of the body carrying out the inspection:

Logo of the body
carrying out the
inspection

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|------------|---|--------------------------|--------------------------|--------------------------|
| 2 | Routines Tests/Product Verification Tests (PVT) | | | |
| 2.1 | Permanent Documents | | | |
| | Does the factory own the last applicable Permanent Documents for Routine and PVT tests? | YES | N/A | NO |
| | PD ENEC 303 Annex PA | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | PD ENEC 303 Annex PB | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | PD ENEC 303 Annex PC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | PD ENEC 303 Annex PD | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.2 | Quality plan | YES | N/A | NO |
| | Is there a Quality Plan covering the routine tests performed on the manufactured items? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Is there a Quality Plan covering the PVT performed on the manufactured items? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.3 | Number of samples tested | YES | N/A | NO |
| | Is the number of samples tested annually in appropriateness with the number of licenses held? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <i>Please refer to table 1 of PD ENEC 303 Annex PA, and/or PB and/or PC and/or PD</i> | | | |
| 3 | Licences products: | YES | N/A | NO |
| | Are all products covered by the ENEC+ Mark also covered by the ENEC Mark? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |