Technical Notice

Title: IECQ CB Participation Requirements, IECQ Approved Process Scheme – Counterfeit Avoidance Programme (IECQ CAP)

Introduction

This IECQ Technical Notice is intended for Certification Bodies or excising IECQ CB’s seeking to participate in the IECQ Approved Process Scheme – Counterfeit Avoidance Programme (IECQ CAP).

This Technical Notice

– Provides guidance for excising IECQ CB’s seeking to participate in the IECQ Approved Process Scheme and the Counterfeit Avoidance Programme.

– Provides guidance for Certification Bodies seeking to be accepted into IECQ System and to participate in the IECQ Approved Process Scheme and the Counterfeit Avoidance Programme.

– Provides list of documentation for IECQ CAP

1. IECQ Certification Bodies seeking to participate in the IECQ Approved Process Scheme - Counterfeit Avoidance Programme (IECQ CAP) shall

- Comply with the general requirements of IECQ 01, IECQ 02, IECQ 03-1, IECQ 03-2 and IECQ 03-7.

- Provide the IECQ secretariat with a completed “MC-130C-Q-CB Application for Extension of Scope” (available from http://www.iecq.org/publications/operationaldocs/) with the declaration signed by the CB nominated IECQ representative, indicting which of the following primary standards are to be included; AS 5553A and or AS 6081 (SAE Standards are available from http://www.sae.org/standards/).

- Provide an updated “DRAFT in the first instance” SSA / NSSA that describes how the applicant IECQ CB shall implement the IECQ Approved Process Scheme and Counterfeit Avoidance Programme in accordance with IECQ system and scheme rules.

- Provide an electronic copy of all relevant internal procedures / work instructions for the implementation of the IECQ Approved Process Scheme and Counterfeit Avoidance Programme within the IECQ CB’s quality management system.

- Provide a list of nominated Auditors / Lead Auditors / Technical Experts (as necessary for applied primary standards) that the IECQ CB has determined meets the competence requirements of

  - IECQ Operational Document OD 707 – Assessment Procedures for acceptance of Candidate Counterfeit Avoidance Programme (IECQ CAP) Lead Assessors (LA) and Technical Experts (TE) in the IECQ AP-CAP Scheme

  - IECQ Operational Document OD 010 – Qualification Criteria for Assessors and Lead Assessors according to IECQ (third-party assessment).

- Required Witness assessments in accordance with the rules of procedure will be arrange by the IECQ Secretariat at the earliest possible convenience.
2. Candidate Certification Bodies seeking to be accepted into the IECQ System and to participate in the IECQ Approved Process Scheme - Counterfeit Avoidance Programme (IECQ CAP) shall

- Comply with the general requirements of IECQ 01, IECQ 02, IECQ 03-1, IECQ 03-2 and IECQ 03-7.
- Provide the IECQ secretariat with a completed “MC-129C-Q IEQA Application form for bodies seeking to apply for acceptance as an IECQ Certification Body (IECQ CB)” (available from http://www.iecq.org/publications/operationaldocs/) with the declaration signed by the CB nominated IECQ representative and endorsed by an IECQ MB, indicating which of the following primary standards are to be included; AS 5553A and or AS 6081 (SAE Standards are available from http://www.sae.org/standards/).
- Provide a “DRAFT in the first instance” SSA / NSSA that describes how the applicant IECQ CB shall implement the IECQ Approved Process Scheme and Counterfeit Avoidance Programme in accordance with IECQ system and scheme rules.
- Provide an electronic copy of all relevant internal procedures / work instructions for the implementation of the IECQ Approved Process Scheme and Counterfeit Avoidance Programme within the IECQ CB’s quality management system.
- Provide a list of nominated Auditors / Lead Auditors / Technical Experts (as necessary for applied primary standards) that the IECQ CB has determined meets the competence requirements of
  - IECQ Operational Document OD 707 – Assessment Procedures for acceptance of Candidate Counterfeit Avoidance Programme (IECQ CAP) Lead Assessors (LA) and Technical Experts (TE) in the IECQ AP-CAP Scheme
  - IECQ Operational Document OD 010 – Qualification Criteria for Assessors and Lead Assessors according to IECQ (third-party assessment).
- IECQ Secretariat arranges an Office assessment by an IECQ Assessment team in accordance with IECQ 02.
- Required Witness assessments in accordance with the rules of procedure will be arrange by the IECQ Secretariat at the earliest possible convenience.

3. Documentation for IECQ CAP

- IECQ 03-1 – IECQ Rules of Procedure - Part 1: General Requirements for all IECQ Schemes
- IECQ 03-2 – IECQ Rules of Procedure - Part 2: IECQ Approved Process Scheme
- IECQ 03-7 – IECQ Rules of Procedure - Part 7: IECQ Counterfeit Avoidance Programme (IECQ AP-CAP) - Programme Requirements
- IECQ OD 706-1 – IECQ CAP Standard Report Form (SAE AS5553A)
- IECQ OD 706-2 – IECQ CAP Standard Report Form (SAE AS6081)
- IECQ OD 707 – IECQ CAP Lead Assessor & Technical Expert Criteria
- IECQ OD 708 – IECQ CAP Witness Assessment Check List

For any questions regarding this IECQ Technical Notice, please contact the Secretariat as follows:

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