**INTRODUCTION**

This is Version 1.0 of OD 015 Part 2, as the operational Document that provides guidance for the IECQ Certification Bodies (IECQ CBs) operating under an Active NAI, when creating IECQ Certificates of Conformity using the IECQ Internet based “On-Line Certificate of Conformity System”.

This document is a complete full duplication of OD 015 Part 1 (General) with the additional requirements for IECQ CBs operating under an Active IECQ NAI included.

**OD 015 consists of two parts as follows:**

**Part 1: General**

**Part 2: Additional requirements for IECQ CBs operating under an Active IECQ NAI**

**Document History**

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1 Introduction

This document provides guidance for Certification Bodies (IECQ CBs) concerning the IECQ Internet based “On-Line Certificate of Conformity System”.

Additional information can be obtained by contacting the IECQ Central Secretariat via:

Ms Melinda Steinberg
E-mail: melinda.steinberg@iecq.org
Ph: +41 22 919 0215 (IEC Central Office Geneva, Business Hours)

2 On-Line Certificate of Conformity System Overview

The On-Line Certificate System provides for the preparation and issue of IECQ Certificates by IECQ Certification Bodies (IECQ CBs).

The On-Line Certificate System can be found via the following web address [http://certificates.iecq.org/]

The search options allow:

- **Quick access**: retrieval of certificates with their IECQ Certificate number.
- **Free text search**: the possibility to search all certificates with free text, including the CB Certificate n°.
There are currently altogether ten different Certificates, covering:

- Approval of Manufacturer
- Approval of Distributor
- Approval of Specialist Contractor
- Approval of Independent Testing Laboratory
- Qualification Approval
- Capability Approval
- Process Approval, held by a Specialist Contractor
- Technology Approval
- Approval of Electronic Component Management Plan, Avionics
- IECQ Hazardous Substance Process Management
- IECQ Hazardous Substance Process Management Training

Once an IECQ CB issues an IECQ Certificate via the On-Line Certificate System, the website version acts as the Master Copy of the Certificate and is controlled via strict password protocols by the issuing IECQ CB.

Only the issuing IECQ CB has the option to print the Master Copy (signing if appropriate) for presentation to their clients. See section 3.7 for more details.

General public access users and other IECQ CB’s are unable to print viewed certificates, the blank page which is presented to the user states the following: - “This Certificate has intentionally NOT been printed as the Certificates are the property of the issuing IECQ CB. For further information or to request a copy of a Certificate please contact the relative issuing CB.”

URL  http://certificates.iecq.org/
3 General Information

3.1 System
The IECQ On-Line Certificate of Conformity System uses HTML as per most Web based documents. The items below provide guidance to IECQ CBs (CBs) when creating Certificates of Conformity (CoCs).

3.2 3rd Level Support by Sponsoring IECQ NAI’s – Overview

- When an IECQ CB operating under an Active IECQ National Authorised Institution (NAI) saves a new draft certificate in the IECQ On-Line Certificate of Conformity System their sponsoring IECQ NAI receives an automated e-mail notification of that draft certificate.
- When an IECQ CB’s 2nd level password authorised person changes the status of a certificate from DRAFT to CURRENT their sponsoring Active IECQ NAI is receives an automated e-mail notification of that current certificate.
- The sponsoring Active IECQ NAI randomly reviews issued Certificates arranges for payment of the Certificate fees and publishes the issued certificate(s) for public view on the IECQ Internet On-Line System.
3.3 Passwords
The IECQ On-Line Certificate System now provides for a 3 level password system, as follows:-

a) A 1st level password that the CB’s Official IECQ representative may provide to various staff within their organisation, to enable them to create a new certificate as a DRAFT. This level password will enable the staff member to create a new draft certificate and save it as a draft. It WILL NOT allow them to change the status from “DRAFT” to “CURRENT”.

b) A 2nd level password that is assigned to the official IECQ representative for issue only for the function that is authorised (within the IECQ CB management system) to formally issue certificates. This 2nd level password enables the person the same access as the 1st level password PLUS the authority to change the Status from DRAFT to CURRENT. Noting that while the certificate(s) can be created, issued and printed by the IECQ CB, the certificate will not appear in the publicly view until their sponsoring Active IECQ National Authorised Institution (NAI) releases the certificate via their 3rd level password.

c) A 3rd level password that is assigned to the sponsoring IECQ NAI to release the issued certificate(s) for public viewing as part of their active sponsoring support roll.

The three levels of passwords mean that entering certificate information can be done by staff within the IECQ CB by one person(s) and that the person designated as the “Certificate Issuing Authority” within the IECQ CB, may change the Status from DRAFT to CURRENT and thereby formally issue the certificate. The IECQ CB Person designated as the Certificate Issuing Authority in possession of the 2nd level password is required conduct the “Certification Review” being a final check by the authorised person of all internal documentation to ensure all requirements of the IECQ Scheme rules are met, e.g. QC 001002-5 for IECQ HSPM. The 3rd level password, assigned to active IECQ NAIs which provides notification to the NAI whom may conduct random reviews as part of their sponsorship and arrange the collection of certificate fees..

It is most important that the IECQ CB’s & NAI’s Official representative to IECQ ensures that these passwords are kept secure and that they notify the IECQ Secretary immediately, of any possible breaches of security as new passwords can be assigned.

3.4 Assigned Passwords to IECQ CBs & NAI’s
Under the new On-Line certificate system the IECQ Secretariat will issue each IECQ CB with two unique Usernames and Passwords, one for 1st Level and one for 2nd Level and a unique Username and Password 3rd Level Password will be issued to the sponsoring IECQ NAI. The IECQ CB’s & NAI’s MUST ensure that the passwords are strictly controlled and only release the 2nd Level to those CB Officers that have authority to issue or act as signatories for Certificates. Details concerning control and access to these Passwords by IECQ CB & NAI staff must be covered by the CB’s / NAI’s documented quality system regarding responsibilities and authorities.

Should an IECQ CB or NAI believe that there is a possibility that security over these passwords has been breached, the CB’s / NAI’s IECQ representative, or nominee, shall immediately inform the IECQ Secretary by E-mail or telefax. The IECQ Secretary will then arrange for termination of this password and the generation of a new one.
3.5 Types of Access
There are four types of access to the On-Line Certificate System:

- Public Access - Public
- Individual Access by each IECQ CB
- Sponsoring IECQ NAI Access
- Access by the System Administrator

Public Access
- View Current, Suspended and Cancelled IECQ Certificates
- Conduct searches, including “key words”
- Export an Excel file of Certificates

Individual Access by each IECQ CB – Using an IECQ CB’s own dedicated 1st (or 2nd) level password, an IECQ CB has access to create a new Draft Certificate, edit a Draft Certificate or print a Draft Certificate created only by itself.

The IECQ CB 2nd Level Password allows the IECQ CB to enter the system and change a Certificate from the DRAFT status to CURRENT, in doing so formally issues the Certificate and able to print it.

Sponsoring IECQ NAI Access – Using an IECQ NAI’s own dedicated password, an IECQ NAI has access to randomly review and release issued Certificates, for public view on the IECQ website, created and Issued by their sponsored IECQ CB’s.

Access by the System Administrator – There are two System Administrators with access to all areas of the On-Line Certificate System, the IECQ Secretariat and the IT Department of the IEC Central Office in Geneva. However, all enquiries pass through the IECQ Secretariat.

3.6 Further Guidance
For further information or guidance on using this new IECQ On-Line Certificate System, please feel free to contact the IECQ Secretariat.

3.7 Printing of Certificates Access
Only the IECQ CB issuing the Certificate(s) has access to print their own Certificate(s) when logged into the system under their 1st or 2nd level password access. This is achieved by selecting the “print” option when viewing the desired Certificate. See section 6 Printing an IECQ Certificate. While logged on to the system the IECQ CB has the ability to print their own Certificate(s) of any status e.g. Draft, Current, etc.

The sponsoring IECQ NAI has access to print their CB’s issued Certificate(s) when logged into the system under their 3rd level password access.

Under “Public Access”, the option to “print” does not appear. Along with this, the Internet browser option has been blocked, and requests the user to contact the issuing IECQ CB to request a printed version of the Certificate. The blank page which is presented to the user states the following: “This Certificate has intentionally NOT been printed as the Certificates are the property of the issuing IECQ CB. For further information or to request a copy of a Certificate please contact the relative issuing CB.”
4 Notes for Each Field

4.1 IECQ Certificate n° & Certificate Templates

As part of the new look IECQ documentation structure

- Component Approvals – IECQ 02
- Process Approvals – IECQ 03
- ECMP – IECQ 04
- IECQ HSPM – IECQ 05

and to facilitate the introduction of a new PDF printing solution, this new system introduces a consistent and common look certificate templates for all programs which better promotes the IECQ brand. As part of this consistent IECQ branding the system generated certificate number will now show IECQ as its first characters using the format show in 4.1.2 below, the consecutive number of certificate for that year will continue from the previous issued number. The CB certificate number still remains as free field for the IECQ CB’s to insert their own unique number, see 4.2 below.

Previously issued Certificates will retain the same layout and number format used at the time issue.

When it becomes necessary to generate a new issue of a previously issued certificate the New On-Line CoC System will automatically utilise the new common look certificate template and create a new certificate in the On-Line CoC System. While the IECQ Certificate number will change the CB Certificate number will remain and a cross reference will be provided to the original certificate.

4.1.1 IECQ Certificate n° - Original Templates

The unique IECQ Certificate Number assigned to each Certificate comprises the following, and is automatically generated by the On-Line Certificate System:

\[ \text{A-IECQ YYY ZZ.0000} \]

where:
- A- identifies the type of certificate, e.g. M- for certificate of approval of manufacturer
- IECQ = identifies that the certificate has been issued in accordance with the IECQ Rules and Procedures
- YYY = the CB code (up to 6 letters)
- ZZ = The last two digits of the year of issue
- 0000 = the consecutive number of certificate for that year. This number is reset for each year
4.1.2 IECQ Certificate n° - New Common Look Template (IECQ HSPM)

The unique IECQ Certificate Number assigned to each Certificate comprises the following, and is automatically generated by the On-Line Certificate System:

IECQ-H YYYY ZZ.0000

where:
- **IECQ** = Identifies that the certificate has been issued in accordance with the IECQ Rules and Procedures
- **H** identifies the type of certificate, e.g. -H for Certificate of Conformity Hazardous Substance Process Management
- **YYY** = the IECQ CB code (up to 6 letters)
- **ZZ** = The last two digits of the year of issue
- **0000** = the consecutive number of certificate for that year. This number is reset for each year

4.2 (CB) Certificate n°

The CB Certificate n° is a unique free text number allocated by the IECQ CB at the time the certificate is being prepared (this number acts as a system for internal traceability of the IECQ CBs operations, e.g. audit reports, contract review reports, NCRs etc) according to the CBs / NAIs established practices. The internal traceability of IECQ CBs operations is subject to IECQ assessment as part of the ongoing IECQ re-evaluation of the IECQ CB’s system.

In the case of a Manufacturer with multiple sites, the Head Quarter will have the prime certificate number and then there can be -1, -2, -3 and so on for additional sites.

This field is mandatory and must be filled in.

4.3 Certificate Publish Status Icons

- X = Not public viewable,
- ☑ = Public viewable,
- 🔒 = Superseded & not public viewable

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4.4 Status of the IECQ Certificate

The On-Line Certificate System provides for the following status of an IECQ Certificate:

- Draft
- Current
- Suspended
- Cancelled

Draft – This is the status during the preparation or drafting of an IECQ Certificate by the IECQ CB. Only the IECQ CB that is creating the draft and the System Administrator may view Draft Certificates. Other IECQ CBs or the public CANNOT view Drafts prepared by another IECQ CB. Creation of a Draft Certificate is controlled by the 1st level password (as explained under item 3.2).

Current – Once approved for issue by the IECQ CB, a Certificate is regarded as Current and remains so as long as the requirements of the IECQ are being fulfilled by both Manufacturer and IECQ CB, including surveillance of the manufacturer. It is the holder of the 2nd level password (as explained under item 3.2) who can change the status of a draft certificate to current. A Current Certificate can be viewed by everybody.

Suspended – Once a Certificate is issued and the IECQ CB conducts surveillance of the manufacturer, there may be a need to suspend temporarily an IECQ Certificate. This requires a 2nd level password. Suspended Certificates can be viewed by everybody.

Cancelled – Should a Certificate Holder no longer wish to continue with production of the IECQ product, listed on the IECQ Certificate, the Certificate may be cancelled. This requires a 2nd level password. It will however remain active on the On-Line Certificate System for viewing by everybody as a means demonstrating that the electronic component has been previously certified. Alternatively, a IECQ CB may cancel a certificate where a manufacturer no longer complies with the obligations of the IECQ. Cancelled Certificates can be viewed by everybody.

4.5 Issue Date

The Date of Issue should be regarded as the date on which the IECQ CB is satisfied that all the requirements of the IECQ System have been met. In most cases on older certificate templates the Issue Date field is located right-hand side foot of the certificate, however on newer certificate templates the field would be located top ¼ right-hand side of the certificate.

The field format must be strictly adhered to – yyyy/mm/dd

By default this field will be automatically filled in as the current day date, this maybe changed by the CB before the certificate is saved to Draft.

4.6 Expiration Date

The Date of Expiration should be regarded as the date on which the current issue of certificate expires (usually 3 years after the original issue date). Generally the IECQ CB would conduct a surveillance audit of the manufacturer leading up to this date and then re-issue the certificate with a new expiration date. Note: it is the IECQ CBs responsibility to maintain the correct status of all issued certificates.
4.7 Issue Number
The Issue Number acts as a change control device to record the number of changes that have been made to the IECQ Certificate, with “Issue No. 1” representing the “Original Issue”.

Where a manufacturer requests a change to an IECQ Certificate, the IECQ CB must first judge whether such a change is appropriate or whether a new Certificate should be issued.

4.8 Issue Date Details Specification
The Date of Issue Details Specification should be regarded as the date on which the Detailed Specification was issued. The field is not found on all certificate templates, an example of its use may be found on a Qualification Approval Certificate. The field format must be strictly adhered to – yyyy/mm/dd

Date of Issue of Detail Specification: 2007/11/13 (yyyy/mm/dd)

4.9 Company / Manufacture / Organization, Address fields (all certificates)

- **Name** – This field should be used to enter the Company / Manufactures / Organization name.
- **Address** – This field should be used to enter the Address / Place of Work for the named Company / Manufacture / Organization. A street address is required and shall be restricted to a maximum of 3 lines of text. No Postal Box numbers should be used. Note: Only one place of work (address) shall be entered in the address box field.
- **Country** – This field should be used to enter the Company / Manufacture / Organizations address Country, this field is selected via the drop down selection field box.

In the case of a company with multiple sites, the same as for the CB certificate n° applies: the Head Quarter will have the prime certificate number (parent Certificate) and then there can be additional certificates, numbered -1, -2, -3 and so on for the additional sites (child or site Certificates). The new on-line certificate of conformity system now provides for adding a site to be semi automated on the HSPM certificate template via the use of “add site” button.

4.10 Scope (Scope of activity)
The Scope field on the certificate (where available on applicable certificate templates) is where detailed information is entered to clearly and unambiguously describe the electronic related, components, products, materials, or processes to which the certificate covers. Use can be made of the component codes in Annex A if this is convenient and or applicable.

Where the scope extends beyond 10 lines of text and the provisions to “Add Document” see section 4.12 below has been provided, it is strongly recommended that the detailed scope be attached as a schedule.
4.11 “Code and Title” boxes (specific to Certificate of Approval of Manufacturer)

As many “Code & Titles” as necessary can be entered, according to how many different generic/sectional specifications apply to the named company / manufacturer. Note that the codes are explained in Annex A to the present version of this Guidelines document, and these may be expanded as necessary as mentioned in Annex A.

4.12 Add Document

The Add Document field provides for the possibility to upload an attachment. This field should be used for attaching a schedule which may cover items such as extended abstracts of “Components Stocked & Approved Sources” or “Scope of Activity” where the provided details should become too long for the provided free text field.

By simply clicking on “Browse…” you can select the required document from your computer. The preferred file format would be PDF. Any attached schedules to the certificate MUST contain the following information in a clear and unambiguous manner as a minimum:

- The words “Schedule to IECQ Certificate No. ........” or “Annex to ......” or “Extended Abstract to .....” on the first page.
- IECQ Certificate No. (on all pages)
- Page Number and Total number of pages (on all pages), e.g. “Page 1 of X”
- Clear details of the information.
4.13 Components Stocked & Approved Sources (Certificate of Approval of Distributor)

The “Component stocked & approved sources” free text box is used to list components (approved under the System) stocked and the System approved manufacturers. The details MUST clearly and unambiguously describe the electronic components covered by the certificate, one component per line.

Where the listed components extends more than 10 lines it is strongly recommended that the components be listed in an attached Schedule or Extended Abstract using the “Add Document” facility described in selection 4.12 above.

4.14 Process Assessment Schedule (PAS) title” (Certificate of Approval of Specialist Contractor)

The “Process Assessment Schedule (PAS) title.” free text field allows input of the PAS title.
5 Creating a new IECQ Certificate of Conformity – IECQ HSPM Certificates

The IECQ CB is responsible for ensuring that all requirements of the IECQ Rules, IECQ 01 and QC 001002-5 have been successfully met.

An IECQ CB can create a Certificate only in the technological area for which the IECQ CB has been approved under the IECQ System.

**STEP 1** Select “IECQ On-Line Certificates” from the official IECQ Website: [www.iecq.org](http://www.iecq.org) or go directly to URL [http://certificates.iecq.org/](http://certificates.iecq.org/)

**STEP 2** Log on using assigned user name and password.

Note: Two levels of Passwords for creating and issuing IECQ Certificates of Conformity:
- Level 1: Create or edit a Certificate that remains in the “Draft Status”
- Level 2: All the features of Level 1 with the additional feature of changing the Status of a Certificate (e.g. from “Draft” to “Current”)
Hints / Tips:
While there is no set stage throughout the Certification process that an IECQ CB is to start to create an IECQ Certificate, it should be remembered that the On-Line Certificate System automatically advances the IECQ Certificate number by “1” as soon as a Draft or Current Certificate is saved. Therefore, when creating a new “Draft Certificate”, the IECQ CB should be reasonably confident that the project is at a mature stage and likely to be completed in a short space of time (preferably days or weeks, not months).

The normal approach is for an IECQ CB to create a new Draft Certificate using the 1st level password, automatically saving the Certificate as “Draft”. The draft will then be saved on the On-Line Certificate System and can ONLY be viewed by the IECQ CB’s 1st Level password holder that created it, the IECQ CB’s 2nd Level password holder and by the System Administrators.

It is recommended that at the Draft Certificate status, a printed copy of the Draft Certificate be provided to the client for proof checking to ensure all details are correct, to reduce the need for making corrections to the Certificate once issued. See section 6 Printing an IECQ Certificate.

STEP 3 Under the “Issue document” menu select “IECQ HSPM Company” or desired Certificate type as required.
STEP 4 Fill in details and “save”
Note: It is most important that all fields are filled in correctly.
STEP 5 When the IECQ CB is formally ready to issue the Certificate, the authorizing officer, as defined in the CB’s own quality management system, re-enters the On-Line Certificate System, using the designated 2nd Level password. The officer should then select its own Certificates (example with SGSUS). >View by: > CB Certificate Number > SGSUS’s Certificates. (Where “SGSUS’s Certificates” would be the relevant IECQ CB’s Certificates)

STEP 6 Then the desired Draft Certificate to be issued is selected.

STEP 7 Once the certificate is displayed (after selecting the necessary certificate); the IECQ CB selects the “Edit” icon [directly above the draft Certificate]. This then opens the Certificate fields for any last minute changes that may be required.

STEP 8 Once any last minute changes are completed and the IECQ CB’s authorizing officer approves the Certificate for issue, the IECQ CB’s authorizing Officer changes the “Status Field” from “Draft” to “Current” and then selects the “Save” icon [displayed in the top area of the web page, above the Certificate].

Now the IECQ Certificate will be saved on the system as a “Current” Certificate and the Active sponsoring NAI will be notified that the certificates is ready to be released for inclusion in the public viewing area. Further changes will either require a “new issue”, or for minor changes a justified request should be transmitted to the IECQ Secretariat.
6 Printing an IECQ Certificate

The IECQ CB can print any certificate which they have created on the IECQ On-Line Certificate of Conformity System, while logged on under either their 1st or 2nd Level password access. An IECQ Certificate maybe printed at any time once the certificate has been created and “saved” on the system by the issuing IECQ CB.

The sponsoring IECQ NAI has access to print their CB’s Certificate(s) while logged into the system under their 3rd level password access.

STEP 1 Re-enter the On-Line Certificate System, using the designated IECQ CB’s 1st or 2nd, or IECQ NAI 3rd Level password access.

STEP 2 Select and Open the appropriate Certificate to which a printed copy is required. (Example with SGSUS). > View by: > CB Certificate Number > SGSUS’s Certificates. (Where “SGSUS’s Certificates” would be the relevant IECQ CB’s Certificates)

STEP 3 Select the “print” menu item. This will open the Windows standard printer selection / options dialog window allowing the IECQ CB to print the IECQ certificate as desired.
7 Creating a “new issue” of a “Current” IECQ Certificate – IECQ HSPM

STEP 1 Re-enter the On-Line Certificate System, using the designated 1st Level password.

STEP 2 Select and Open the appropriate Certificate to which a new issue is required. (Example with SGSUS). >View by: > CB Certificate Number > SGSUS’s Certificates. (Where “SGSUS’s Certificates” would be the relevant CB’s Certificates)

STEP 3 Select the “new issue” menu item. This will create a copy of the original, with the new “issue” number, allowing for the necessary changes. Once the details have been update select “save” to save the new issue as Draft. The process is then identical to the creation of a new Certificate.
8 Creating a “add site” of a “Current” IECQ Certificate – HSPM Certificates only

STEP 1 Re-enter the On-Line Certificate System, using the designated 1st Level password.

STEP 2 Select and Open the appropriate Certificate to which a site is to be added. (Example with SGSUS). >View by: > CB Certificate Number > SGSUS’s Certificates. (Where “SGSUS’s Certificates” would be the relevant IECQ CB’s Certificates)

STEP 3 Select the “add site” menu item. This will create a copy of the original, with the next consecutive site number appended to the IECQ Certificate number, allowing for the necessary changes. Once the address details have been update select “save” to save the new issue as Draft. The process is then identical to the creation of a new Certificate.
9 Changing the Status of an existing “Current” IECQ Certificate – IECQ HSPM

There may be a need to change the Status of a Certificate to either “Suspended” or “Cancelled”. The procedure for this is as follows:

STEP 1 Re-enter the On-Line Certificate System, using the designated 2nd Level password.

STEP 2 Select and Open the appropriate Certificate to which the status requires changing. (Example with SGSUS). >View by: > CB Certificate Number > SGSUS’s Certificates. (Where “SGSUS’s Certificates” would be the relevant IECQ CB’s Certificates)

STEP 3 Select the “suspend / cancel” button at the top of the Certificate.
STEP 4  The below dialog box will open, in which you choose the required status change.


**Status**

Are you sure you want to change the status of this certificate?

- Set status to "Suspended"
- Set status to "Cancelled"
- Set status to "Current"

Close
10 Releasing Issued Certificates for Public Viewing by Sponsoring IECQ NAI’s

STEP 1  Select “IECQ On-Line Certificates” from the official IECQ Website: www.iecq.org or go directly to URL http://certificates.iecq.org/

STEP 2  IECQ NAI is to Log on using assigned 3rd Level user name and password.
STEP 3  The NAI should then select the “To be published” view. >View by: > CB Certificate Number > To be published.

STEP 4  Then the desired Current Certificate to be published is selected.  
Note: Alternatively the active link from the automated e-mail may be used to open the desired Current Certificate to be published.
STEP 5 Once the certificate is displayed (after selecting the necessary certificate); the IECQ NAI selects the "publish" button [directly above the current Certificate]. Once the Certificate is published it will be publicly viewable.

STEP 6 The option to publish a current certificate can be reversed if necessary.

11 Deleting an Existing Certificate

If a Certificate needs to be deleted from the On-Line Certificate System, a justified request must be sent to the IECQ Secretariat, specifying the reasons for this deletion. For security reasons IECQ CBs cannot delete IECQ Certificates from the On-Line System, irrespective of the Certificate Status.
### ANNEX A - CODING OF ELECTRONIC COMPONENT NAMES

**LIST as of April 2008**

The names are generally those which appear in the titles of specifications used in the IECQ.

This list is intended to cover all IECQ approved products and processes as of April 2008. It will be extended by the IECQ Secretariat, in consultation with the CBs, as the need arises.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVI</td>
<td>avionics, process management</td>
</tr>
<tr>
<td>AVI ECMPN</td>
<td>AVI avionics, process management electronic component management plans</td>
</tr>
<tr>
<td>CAP</td>
<td>capacitors, fixed</td>
</tr>
<tr>
<td>CAP ALUSU</td>
<td>CAP capacitors, fixed, aluminium electrolytic chip with solid and non-solid electrolyte</td>
</tr>
<tr>
<td>CAP ALUMU</td>
<td>CAP capacitors, fixed, aluminium electrolytic with solid and non-solid electrolyte</td>
</tr>
<tr>
<td>CAP CERAU</td>
<td>CAP capacitors, fixed, ceramic Class 1</td>
</tr>
<tr>
<td>CAP CERBU</td>
<td>CAP capacitors, fixed, ceramic Class 2</td>
</tr>
<tr>
<td>CAP EDLPU</td>
<td>CAP capacitors, fixed, electric double layer, power</td>
</tr>
<tr>
<td>CAP INTEU</td>
<td>CAP capacitors, fixed, electromagnetic interference suppression and connection to the supply mains</td>
</tr>
<tr>
<td>CAP GLAAU</td>
<td>CAP capacitors, fixed, glass ceramic dielectric Class 1</td>
</tr>
<tr>
<td>CAP GLABU</td>
<td>CAP capacitors, fixed, glass ceramic dielectric Class 2</td>
</tr>
<tr>
<td>CAP POLEU</td>
<td>CAP capacitors, fixed, metallized polycarbonate film dielectric d.c.</td>
</tr>
<tr>
<td>CAP PETEU</td>
<td>CAP capacitors, fixed, metallized polyethylene-terephthalate film dielectric d.c.</td>
</tr>
<tr>
<td>CAP POSSU</td>
<td>CAP capacitors, fixed, metallized polyphenylene sulphide</td>
</tr>
<tr>
<td>CAP POPEU</td>
<td>CAP capacitors, fixed, metallized polypropylene film dielectric d.c.</td>
</tr>
<tr>
<td>CAP POYEU</td>
<td>CAP capacitors, fixed, metallized polystyrene film dielectric d.c.</td>
</tr>
<tr>
<td>CAP MICAU</td>
<td>CAP capacitors, fixed, mica</td>
</tr>
<tr>
<td>CAP CEMSU</td>
<td>CAP capacitors, fixed, multilayer ceramic chip</td>
</tr>
<tr>
<td>CAP NIOBU</td>
<td>CAP capacitors, fixed, niobium with solid electrolyte</td>
</tr>
<tr>
<td>CAP POLMU</td>
<td>CAP capacitors, fixed, polycarbonate film dielectric metal foil d.c.</td>
</tr>
<tr>
<td>CAP PETMU</td>
<td>CAP capacitors, fixed, polyethylene-terephthalate film dielectric metal foil d.c.</td>
</tr>
<tr>
<td>CAP POYMU</td>
<td>CAP capacitors, fixed, polystyrene film dielectric metal foil d.c.</td>
</tr>
<tr>
<td>CAP CMSAU</td>
<td>CAP capacitors, fixed, surface mount multilayer ceramic Class 1</td>
</tr>
<tr>
<td>CAP CMSBU</td>
<td>CAP capacitors, fixed, surface mount multilayer ceramic Class 2</td>
</tr>
<tr>
<td>CAP TANSAU</td>
<td>CAP capacitors, fixed, tantalum chip</td>
</tr>
<tr>
<td>CAP TANEU</td>
<td>CAP capacitors, fixed, tantalum with non-solid or solid electrolyte</td>
</tr>
<tr>
<td>CMA</td>
<td>CMOS ASIC</td>
</tr>
<tr>
<td>CMA MADIU</td>
<td>CMA CMOS mixed analogue/digital</td>
</tr>
<tr>
<td>CON</td>
<td>connectors</td>
</tr>
<tr>
<td>CON COACU</td>
<td>CON connectors, cable outlet accessories</td>
</tr>
<tr>
<td>CON CIRCU</td>
<td>CON connectors, circular</td>
</tr>
<tr>
<td>CON COAXU</td>
<td>CON connectors, coaxial</td>
</tr>
<tr>
<td>CON ILSOU</td>
<td>CON connectors, in-line sockets</td>
</tr>
<tr>
<td>CON OPTOU</td>
<td>CON connectors, optical fibres and cables</td>
</tr>
<tr>
<td>CON PWBDU</td>
<td>CON connectors, printed wiring board</td>
</tr>
<tr>
<td>CON RECTU</td>
<td>CON connectors, rectangular</td>
</tr>
<tr>
<td>COR</td>
<td>cores, for inductors and transformers</td>
</tr>
<tr>
<td>COR TECOU</td>
<td>COR cores, for inductors and transformers, inductor, transformer, telecom</td>
</tr>
<tr>
<td>COR POWRU</td>
<td>COR cores, for inductors and transformers, transformer, choke, power</td>
</tr>
<tr>
<td>DSC</td>
<td>discrete semiconductor devices</td>
</tr>
<tr>
<td>Category</td>
<td>Description</td>
</tr>
<tr>
<td>---------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>DSC DSCOU</td>
<td>DSC discrete semiconductor devices, diodes, signal, switching</td>
</tr>
<tr>
<td>DSC TRANU</td>
<td>DSC discrete semiconductor devices, transistors bipolar</td>
</tr>
<tr>
<td>DSC VRDIU</td>
<td>DSC discrete semiconductor devices, voltage regulator and reference diodes</td>
</tr>
<tr>
<td>FIC</td>
<td>filters, ceramic</td>
</tr>
<tr>
<td>FIP</td>
<td>filter, passive</td>
</tr>
<tr>
<td>ICI</td>
<td>integrated circuits</td>
</tr>
<tr>
<td>ICI FHFIU</td>
<td>ICI film and hybrid integrated circuits</td>
</tr>
<tr>
<td>ICI MEMOU</td>
<td>ICI integrated circuits, memories</td>
</tr>
<tr>
<td>LCD</td>
<td>liquid crystal and solid-state display devices</td>
</tr>
<tr>
<td>LCD CELLU</td>
<td>LCD modules</td>
</tr>
<tr>
<td>LCD MODLU</td>
<td>LCD modules</td>
</tr>
<tr>
<td>LCD OPTOU</td>
<td>LCD optoelectric devices</td>
</tr>
<tr>
<td>POT</td>
<td>potentiometers</td>
</tr>
<tr>
<td>POT LRPRU</td>
<td>POT potentiometers, lead-screw rotary preset</td>
</tr>
<tr>
<td>POT RPRCU</td>
<td>POT potentiometers, rotary precision</td>
</tr>
<tr>
<td>POT ATROU</td>
<td>POT potentiometers, single-turn</td>
</tr>
<tr>
<td>POT PRESU</td>
<td>POT potentiometers, surface mount preset</td>
</tr>
<tr>
<td>PWB</td>
<td>printed wiring boards</td>
</tr>
<tr>
<td>PWB FMTCU</td>
<td>PWB printed wiring boards, flexible multilayer with through connections</td>
</tr>
<tr>
<td>PWB FDTCU</td>
<td>PWB printed wiring boards, flexible single-sided and double-sided with through connections</td>
</tr>
<tr>
<td>PWB FLWCU</td>
<td>PWB printed wiring boards, flexible single-sided and double-sided without through connections</td>
</tr>
<tr>
<td>PWB FRDTU</td>
<td>PWB printed wiring boards, flex-rigid double-sided with through connections</td>
</tr>
<tr>
<td>PWB SDPLU</td>
<td>PWB printed wiring boards, rigid double-sided with plated-through holes</td>
</tr>
<tr>
<td>PWB RIMLU</td>
<td>PWB printed wiring boards, rigid multilayer</td>
</tr>
<tr>
<td>PWB SDPHU</td>
<td>PWB printed wiring boards, rigid single-sided and double-sided with plain holes</td>
</tr>
<tr>
<td>PWB FRMTU</td>
<td>PWB printed wiring boards, flex-rigid multilayer with through connections</td>
</tr>
<tr>
<td>PWB BMATU</td>
<td>PWB base materials</td>
</tr>
<tr>
<td>QCU</td>
<td>quartz crystal units</td>
</tr>
<tr>
<td>REL</td>
<td>relays, electromechanical, all-or-nothing</td>
</tr>
<tr>
<td>REL INDUU</td>
<td>REL relays, electromechanical, all-or-nothing, industrial</td>
</tr>
<tr>
<td>REL TELEU</td>
<td>REL relays, electromechanical, all-or-nothing, telecom</td>
</tr>
<tr>
<td>RES</td>
<td>resistors, fixed</td>
</tr>
<tr>
<td>RES FIXSU</td>
<td>RES resistors, fixed, chip</td>
</tr>
<tr>
<td>RES LPNWU</td>
<td>RES resistors, fixed, low power, non-wirewound</td>
</tr>
<tr>
<td>SWI</td>
<td>switches, electro-mechanical</td>
</tr>
<tr>
<td>SWI DILRU</td>
<td>SWI switches, dual in-line raised and recessed rocker</td>
</tr>
<tr>
<td>SWI ILPEU</td>
<td>SWI switches, in-line package</td>
</tr>
<tr>
<td>SWI KEYDU</td>
<td>SWI switches, keyboard</td>
</tr>
<tr>
<td>SWI LEVRU</td>
<td>SWI switches, lever (toggle)</td>
</tr>
<tr>
<td>SWI PUSU</td>
<td>SWI switches, push-button</td>
</tr>
<tr>
<td>SWI ROTYU</td>
<td>SWI switches, rotary</td>
</tr>
<tr>
<td>SWI SENVU</td>
<td>SWI switches, sensitive</td>
</tr>
<tr>
<td>THE</td>
<td>thermistors</td>
</tr>
<tr>
<td>THE DNEGU</td>
<td>THE thermistors, directly headed, negative temperature coefficient</td>
</tr>
<tr>
<td>THE DPOVU</td>
<td>THE thermistors, directly headed, positive step function coefficient</td>
</tr>
<tr>
<td>TUB</td>
<td>tubes, electronic</td>
</tr>
<tr>
<td>TUB CPTTU</td>
<td>TUB tubes, electronic, colour picture tubes, TV and display</td>
</tr>
<tr>
<td>VAR</td>
<td>varistors</td>
</tr>
<tr>
<td>VAR SURGU</td>
<td>VAR varistors, surge suppression</td>
</tr>
</tbody>
</table>
Notes concerning the 8-letter code
— first 3 letters, component generic type (may cover more than one IEC Generic Specification, e.g. capacitors fixed and capacitors electric double layer)

— next 4 letters, sectional
  ▪ POL. = polycarbonate
  ▪ POY. = polystyrene
  ▪ POP. = polypropylene
  ▪ POS. = polyphenylene sulphide
  ▪ ...A = Class 1
  ▪ ...B = Class 2
  ▪ ...S or ..S. = surface mounting/chip
  ▪ ...E = metallized
  ▪ ...M = metal film

— last letter RoHS compliance
  ▪ R = RoHS compliant
  ▪ U = unspecified
  ▪ N = not applicable