

SASO Certification Program

SASO 认证方案

Document No. & Name 文件名称和编号	SASO Certification Program SASO 认证方案 CP-GMAP-SS SASO Certification Program CP-GMAP-SS SASO 认证方案
Purpose 目的	<p>With this certification program, the TÜV AUSTRIA GMAP regulates the execution of the product certification service within the scope of authorization and EN ISO/IEC 17065 accreditation.</p> <p>依托本认证方案，TÜV 奥地利的 GMAP 部门，在授权范围及 EN ISO/IEC 17065 认可资质框架内，规范产品认证服务的实施与运作</p> <p>This program is part of the agreement with the customer and will be provided over official webpage.</p> <p>本认证方案为双方客户协议的组成部分，并于官方网站对外公示。</p> <p>This certification program applies to TÜV AUSTRIA GMAP and all organizations that will carry out this activity under the operational control of TÜV AUSTRIA.</p> <p>本认证方案适用于 TÜV 奥地利的 GMAP 部门，以及所有在 TÜV 奥地利运营管控下开展此项认证业务的机构。</p>
Scope/Area of Execution 适用范围/领域	<p>For more details about the subjected goods for the related program; Please refer to the Datasheets published on our website.</p> <p>有关本方案涵盖产品的详细信息，请参阅官网发布的技术数据表。</p>
Fulfills the following Regulations 符合下列法规要求	<p>EN ISO/IEC 17065 Section 7 EN ISO/IEC 17065 第 7 章 EN ISO/IEC 17067 Type 1a,3 and 5 EN ISO/IEC 17067 第 1a、3、5 类认证模式</p>
Applicable Documents 适用文件	<p>IV-SS Table of Contents of SASO IV-SS SASO 目录</p>
Applicable Safety Requirements 适用安全要求	-
Required Competences 必备能力	-
Last Changes 上次修订	25.07.2023
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Process Owner 流程负责人	Ismail Davran

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General 总则

Gender statement: For better readability, personal terms in this document that refer to women, men or other genders at the same time are only used in the masculine form, e.g., "he" instead of "he/she". However, this is in no way intended to express gender discrimination or a violation of the principle of equality.

性别声明: 为提升文本可读性, 本文件中凡涉及女性、男性或其他的指称, 均统一使用男性形式 (如使用“他”而非“他/她”)。此举仅为行文简洁, 绝不表示任何性别歧视之意, 亦不违背平等原则。

1 Key Facts 核心要点

2 Abbreviations & Definitions 缩写和定义

Complaint 投诉	This is a verbal or specific written statement of a third party which communicates the dissatisfaction due to apparent or actual inconveniences in the domain of the accredited certification body of TÜV AUSTRIA. 指第三方以口头或书面形式作出的明确陈述，针对 TÜV 奥地利认可认证机构业务范围内，因显性或实际问题所产生的不满诉求。
Objection 异议	This is a verbal or specific written statement of a third party which communicates the objection against a decision of the accredited certification body of TÜV AUSTRIA 指第三方以口头或书面形式提交的正式陈述，针对 TÜV 奥地利经认可认证机构作出的决定提出异议。
Conformity Assessment Body (CAB) 合格评定机构	The company which carries out conformity assessment activities including calibration, test, certification and examination, 开展校准、检测、认证及检验等合格评定活动的机构
Conformity Assessment 合格评定	All operations performed to determine the conformity of the product with the relevant technical regulation 为判定产品是否符合相关技术法规而开展的全部活动
Certificate of Conformity 符合性证书	Written document issued if the conformity assessment process is positive. 合格评定结果合格时所签发的书面文件
Standard 标准	The features, processing and production methods of the product for common and repeated uses, approved by an agreed organization, intended to establish an order at the most appropriate level under the current conditions, their respective terminology, symbol, packaging, marking, labeling and conformity arrangements that specify one or more of 由公认机构批准、供通用及重复使用的产品特性、加工与生产方法，以及在现行条件下以最优规范水平建立秩序的相关规定；同时包含专用术语、符号、包装、标识、标签及符合性管控要求中的一项或多项内容
Contract 合同	This is the agreement signed between TÜV AUSTRIA TURK and the manufacturer of Construction Materials which regulates the conditions of the right to use the certificate for the organization performing the production of construction materials deemed sufficient to be certified within the scope of this procedure. 本协议由 TÜV 奥地利土耳其分公司与建材生产企业签署，用以规范：在本程序范围内、经评定具备认证资质的建材生产方，其证书使用权的各项行使条款与约束条件。
Manufacturer 制造商	A natural or legal person who produces, corrects, identifies himself as a producer by placing his name, trademark or distinguishing mark; if the manufacturer is outside of Turkey, the authorized representative of the manufacturer and / or importer; In addition, the natural or legal person in the supply chain whose activities affect the reliability of the building material. 指通过自行生产、整改产品，或标注自身名称、商标及识别标识以表明生产者身份的自然人或法人；若制造商位于土耳其境外，则指其授权代表和 / 或进口商；同时亦包含供应链中，经营活动会影响建材产品安全合规性的其他自然人或法人。
Inspection 检验	Performing certain functions such as inspecting, advising in accordance with the issuance of conformity certificate and controlling the quality control works, material selection and evaluation of the manufacturer in the factory or elsewhere, within the framework of certain criteria. 在既定标准框架下，于工厂或其他场所开展检验工作、为符合性证书签发提供合规咨询，并对制造商的质量管控、物料选型及评审等环节实施监督管控的系列活动。
Product Certification System 产品认证制度	Rules, procedures and management of product conformity assessment by third party (Reference ISO IEC 17067) 第三方实施产品合格评定的规则、程序与管理制度的（参考 ISO/IEC 17067）

KFM-002b, Rev. 2.0

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Product Certification Program 产品认证方案	Certification system of products associated with the same requirements, procedures and rules as defined See Certification program ISO / IEC 17067 Table 1 (see GUI-002a) in accordance with Article 1.3 of Annex V to the 305/2011 / EU Building Materials Regulation (Reference ISO IEC 17067). Certification Programs are based on the Schema Guide). 产品认证体系，适用于具备统一要求、程序及规则的同类产品；依据欧盟《305/2011/EU 建材法规》附件 V 第 1.3 条款，参见 ISO/IEC 17067 表 1（详见 GUI-002a）；认证方案均以认证模式指南为编制依据（参考 ISO/IEC 17067）。
Ministry 主管部门	Expresses the Ministry of Environment and Urbanization. 代表环境与城市化部
GMAP 全球市场准入部门	The GMAP code is used in this procedure to describe the general country shipping programs described in HNB-PC. 本程序中使用 GMAP 编码，用以说明 HNB-PC 文件中列明的各国通用货运方案
Notified Body 指定公告机构	Assessment Body, the name of which has been notified to the Commission, which is located in Turkey and which has been assigned by the Competent Authority to carry out conformity assessment activities under a technical regulation in accordance with the Regulation of Conformity Assessment Bodies and Notified Bodies and principles specified in the relevant technical legislation, 评审机构，其名称已向欧盟委员会报备，坐落于土耳其境内，由主管当局依据《合格评定机构与公告机构法规》及相关技术法规规定，授权其按照技术法规要求开展合格评定活动
Competent Authority 主管机关	Saudi Standards, Metrology and Quality Organization regarding to Ministers Decree N°.213 of the Ministry of Commerce and Industry, Ministers Decree N°6386 of the Ministry of Commerce and Industry of Kingdom of Saudi Arabia. 沙特阿拉伯标准、计量与质量组织，关于沙特阿拉伯王国商务和工业部第 213 号部长令及第 6386 号部长令
Technical Regulation 技术法规	All kinds of legislation issued by the Government which must be obeyed to and which regulates a product by handling one or more than one of its qualifications, process and production methods or any terminology, symbol, packaging, marking, labelling or conformity assessment works thereto. 由政府颁布、具有强制约束力的各类法规文件，针对产品一项或多项指标、加工及生产方式，或相关术语、符号、包装、标识、标签及合格评定活动作出规范约束。
Surveillance 监督	Sample verification of the effectiveness of the implementation and management system after certification, if any, with sub-areas. 认证生效后，必要时结合细分领域，对管理体系落地实施成效开展抽样核查。
Nonconformity 不符合项	General non-conformities, including but not limited to the following examples: 一般不符合项，包括但不限于下列示例： <ul style="list-style-type: none"> ✓ A standard requirement is that the process / procedure as a whole is not defined and / or implemented to the extent required. 未按标准要求，完整制定和（或）落实全过程 / 程序文件。 ✓ Possibility of defective products / services 存在产出不合格产品 / 服务的风险 ✓ Impacts that may cause product / service to be impaired or restricted 可能导致产品 / 服务受损或受限的各类影响因素。 ✓ Causes of deterioration of the management system 导致管理体系运行弱化、效能退化的各类诱因 ✓ Processes or practices that endanger employees 危及员工安全的作业过程或操作行为。 ✓ An inability to recognize a part of the management system documentation Poor evidence that standard requirements are met 无法识别部分管理体系文件；用以证明符合标准要求的证据不足。

3 Purpose and Scope 目的和范围

Saudi Standards, Metrology and Quality Organization (SASO) introduced the Saudi Product Safety Program named as "SALEEM". SALEEM program is concerned with the safety of products in the Saudi

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market, that is why the program was called SALEEM, as SALEEM in Arabic indicates that the product is safe, secure and free of flaws that may directly or indirectly harm individuals, society or environment.

沙特标准、计量与质量局（SASO）推出了名为 SALEEM 的沙特产品安全计划。该计划旨在管控沙特市场内各类产品的安全合规，其命名源自阿拉伯语词汇“SALEEM”，本意代表产品安全可靠、无缺陷，不存在可直接或间接危害人身、社会及生态环境的隐患

Under SALEEM, product and shipment conformity program will be operated via the new online system named as "SABER". Starting from January 2019, SABER has been implemented gradually by Technical Regulations (TR). Upon implementation, importers importing products regulated by the TR are required to register the products on the system for obtaining Certificate of Conformity after passing assessment.

在 SALEEM 框架下，产品及货物批次合格评定工作将通过全新线上系统 SABER 实施。自 2019 年 1 月起，沙特依据各项技术法规（TR）逐步上线推行 SABER 系统。系统落地实施后，进口技术法规管控类产品的进口商，须在该系统完成产品注册，经合格评定通过后，方可申请办理合格证书。

Certification scope and basis: Products that are regulated by Saudi Arabia Technical Regulations which SABER have been implemented for.

认证范围及依据：沙特阿拉伯技术法规管控、且已纳入 SABER 系统实施管控的产品。

Click here: <https://saber.sa/home/regulations> for list of Technical Regulations.

点击此处 <https://saber.sa/home/regulations>: 查看技术法规清单。

4 General Information 基本信息

The policies and procedures that guide certification are administered in a non-discriminatory manner and are not used to impede or inhibit access by applicants.

认证相关方针与程序均以非歧视性方式执行，不得借此阻碍或限制申请方正常准入。

TÜV AUSTRIA Certification services are accessible to all applicants whose activities fall within the scope of TÜV AUSTRIA's operations. Access to the certification process is not conditional upon the size of the applicant or membership in any association or group, nor is certification conditional upon the number of certificates issued.

TÜV 奥地利的认证服务，面向所有业务范围在其运营领域内的申请方开放。认证流程准入不以企业规模、行业协会或团体会员身份作为前置条件，认证服务的授予亦不限制证书发放数量。

TÜV AUSTRIA confines its requirements, evaluation, review, decision and surveillance to those matters specifically related to the scope of the certification being considered.

TÜV 奥地利在要求制定、审核评定、结果裁定及获证监督全过程中，仅限定于与本次认证范围直接相关的事项开展工作。

TÜV AUSTRIA is responsible for, and retains authority for, its decisions relating to certification.

TÜV 奥地利对其所有认证相关决定独立负责并保留最终裁定权。

TÜV AUSTRIA shall provide to each of its certification clients, formal certification documents describing the products to be certified, the Mark authorized for use and the scope of certification.

TÜV 奥地利须向每位认证客户出具正式认证文件，载明获证产品、授权使用的标志及认证范围。

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This program forms an integral part of the contractual agreement with the customer and is made available to him with each offer.

本规程为与客户签订合约的有机组成部分，每次报价时均向客户提供查阅。

This certification program applies to TÜV AUSTRIA and all organizations that will carry out this activity under the operational control of TÜV AUSTRIA.

本认证规程适用于 TÜV 奥地利，以及所有在其运营管控下开展相关认证活动的机构。

4.1 General Legal Conditions 通用法律条款

For the issuing of a product certificate by the certification body, the completion of a legally enforceable agreement (certification contract) with the certification body of TÜV AUSTRIA is a requirement.

认证机构签发产品证书的前提，是申请方必须与 TÜV 奥地利认证机构签订具有法律效力的协议（认证合同）

The order is granted by the signature of both parties on behalf of the customer - this is the product certificate applicant - and the certification body of TÜV AUSTRIA or a legal entity which is under organizational control of TÜV AUSTRIA¹.

由客户（即产品证书申请方）与 TÜV 奥地利认证机构，或受其组织管控的法人实体双方签署，方视为订单正式生效。

The entire contract consists of the following documents, which form an integral part:

完整合同由以下文件共同构成，各文件均为合同不可分割的组成部分：

- ✓ Written assignment/certification contract. 书面委托协议 / 认证合同
- ✓ General Terms and Conditions of TÜV AUSTRIA TÜV 奥地利 通用条款与条件
- ✓ Certification program 认证方案
- ✓ Country Regulations / Requirements 国家法规 / 要求

The order is completely and exclusively regulated by this certification program. If provisions of individual documents are in contradiction to each other, the provisions of the first mentioned document apply.

本认证规程为订单唯一完整适用管控文件。若各文件条款内容存在冲突，以前文所列顺序靠前的文件条款为准。

The certification body of TÜV AUSTRIA concludes only contracts with customers under the conditions described in the documents mentioned above. These terms and conditions apply to contracts between the certification body of TÜV AUSTRIA and the customer regarding the certification of products as well as additional services and other additional obligations provided within the scope of the service provision. Once agreed upon conditions also apply to future contracting. The validity of purchasing and other terms and conditions of the customer is hereby explicitly excluded for the entire business relationship.

TÜV 奥地利认证机构仅依据上述文件所载条款与客户订立合同。本通用条款适用于双方间所有产品认证相关合同，以及服务范围内提供的附加服务与其他附属义务。已约定之条款同样适用于后续合作签约。客户方的采购条款及其他交易条件，明确不予适用，对双方全部业务往来均无效力。

¹ Please see EN ISO/IEC 17067 section 7.6.4 请参见 EN ISO/IEC 17067 标准第 7.6.4 条款。

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If a product to be certified is not distributed under the name of the customer, the customer shall document, in the form of a binding declaration, under which brand he wishes to place the product on the market.

若待认证产品不以客户名义进行销售流通，客户须以具有约束力的声明文件形式，书面明确该产品计划投放市场所使用的品牌。

The restriction of product certificates to certain contingents or lots is allowed. The issuing of product certificates under certain conditions is also possible in special cases.

产品证书可限定适用于特定配额或批次。特殊情况下，亦可在附加特定条件的前提下签发产品证书。

If the certificate holder wishes to transfer his product certificate to a third party, he shall inform the certification body of TÜV AUSTRIA before the transfer, so that the possibility of the transfer can be checked. A transfer is only allowed with the written agreement of the certification body of TÜV AUSTRIA and under inclusion of the third party in the contractual documents.

若证书持有人拟将产品证书转让予第三方，须在转让前告知 TÜV 奥地利认证机构，由其核查转让可行性。证书转让仅在获得 TÜV 奥地利书面同意，且将第三方纳入合同文件体系的前提下，方可生效。

In case of a transfer of the product certificate, the customer shall transfer all obligations from this contract to the purchaser of the certificate.

产品证书发生转让时，客户须将本合同项下全部义务一并转移至证书受让方。

The customer has to pay the fee agreed upon at the time of nomination, which has been calculated according to the price list of the certification body of TÜV AUSTRIA. It is at the discretion of the certification body of TÜV AUSTRIA, to desire the payment before the completion of the service provision (certification).

客户须按签约约定金额支付费用，该费用依据 TÜV 奥地利认证机构价目表核算。TÜV 奥地利认证机构有权要求在认证服务完成前先行付款。

The product certificates issued by the certification body of TÜV AUSTRIA always remain property of the certification body of TÜV AUSTRIA and neither release the customer from the contractual warranty obligation due to defects nor from the legal product liability obligation.

TÜV 奥地利认证机构所签发的产品证书，其所有权始终归该认证机构所有；证书的出具既不能免除客户因产品瑕疵产生的合同质保义务，亦不能豁免其法定产品责任义务。

The customer allows the certification body of TÜV AUSTRIA to publish specific data on the certified products for the purpose of informing consumers and other interested parties.

客户授权 TÜV 奥地利认证机构，可发布获证产品的特定信息，用于向消费者及其他相关方进行公示告知。

Furthermore, the customer allows the certification body of TÜV AUSTRIA to publish contents of an issued product certificate, except for details of the production facility, to pass it on to third parties upon request or to give access to everyone.

此外，客户同意 TÜV 奥地利认证机构可对外公示已签发产品证书内容，生产工厂详细信息除外，可应第三方要求向其提供证书资料，或向公众开放查阅权限。

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The certification body of TÜV AUSTRIA has the possibility to withdraw the product certificates at any time if the test basis and / or the certification requirements are changed or if the customer violates the criteria of this certification program for product certification. In that case, the customer shall hand over the product certificate without any delay to the certification body of the TÜV AUSTRIA.

若测试依据和 / 或认证要求发生变更，或客户违反本产品认证规程相关规定，TÜV 奥地利认证机构有权随时撤回产品证书。在此情形下，客户须立即将产品证书交还至 TÜV 奥地利认证机构。

The certification body of TÜV AUSTRIA can declare invalidation of the product certificates at any time with immediate effect.

TÜV 奥地利认证机构可随时宣告产品证书作废，且即刻生效。

The customer permits the certification body of TÜV AUSTRIA to publish the product certificates, which have been withdrawn and thus invalidated. This does not require an agreement of the former certificate holder.

客户许可 TÜV 奥地利认证机构，对外公示已撤回并失效的产品证书，该操作无需原证书持有人另行同意。

The certification body of TÜV AUSTRIA will ensure that new or revised requirements by the certification program, which affect the customer, are brought to the attention of the customer. The certification body will examine the implementation of changes executed by the customer and take actions required by the program.

TÜV 奥地利认证机构应确保，将认证规程中涉及客户的新增或修订要求及时告知客户。认证机构将核查客户对变更要求的落实情况，并依据认证规程采取必要措施。

4.2 Exclusion of liability for damage on products 产品损坏责任排除

The certification body of TÜV AUSTRIA takes no liability for damages to products resulting from evaluations, tests and the like.

TÜV 奥地利认证机构不对因评估、检测及同类服务所造成的产品损坏承担任何责任。

4.3 Subjected Products 受控产品

All consumer products that follows the Saudi Organization for Standardization, Metrology and Quality, which are sold in the Saudi market, whether imported or manufactured locally.

凡遵循沙特标准、计量与质量局规范、在沙特市场销售的全部消费品，无论为进口产品或本地生产产品。

For more details please visit; <https://saber.sa/home/regulations>

如需了解更多详情，请访问：<https://saber.sa/home/regulations>

For products not regulated by Saudi Arabia TR, self-declaration according to the approved forms by SASO is sufficient, Type Approval Certificates are not needed.

对于不受沙特阿拉伯技术法规 TR 管控的产品，只需依据 SASO 核定范本提交自我声明，无需出具型式认可证书。

5 Applicable Standards 适用标准

Applicable standards differ from one program to another depending on the country regulations/specifications. The applicable standards for each program are indicated in the datasheets, published at our website.

适用标准因不同认证方案而异，具体取决于各国法规及规范要求。各认证方案对应的适用标准，均列明于官网公示的产品资料表中。

6 Required Information from the Customer as a Basis 客户需提供的基础资料

TÜV AUSTRIA requests the following information and documents from RFC form in accordance with the certification programs.

TÜV 奥地利将依据各认证方案，要求客户提交申请资料表 RFC 项下所需信息及文件。

- ✓ Information on product-service-process to be certified,
待认证的产品、服务及过程相关信息
- ✓ Standards and / or other normative documents that the client wants to certify,
客户拟申请认证所依据的标准及 / 或其他规范性文件
- ✓ The general characteristics of the client, including the name, address / addresses of the physical location / locations, important aspects of the processes and operations (when the relevant certification program requires it) and any related legal obligations,
客户基本主体信息，包括名称、实际经营场所地址、生产运营活动与流程的关键内容（相关认证方案有要求时），以及一切相关法定义务
- ✓ Regarding the certification area where the application is made; general information about the customer, including his / her activities, human and technical resources, including laboratories and / or assessment facilities, and functions and connections, if any, in a larger legal entity,
就本次申请的认证范围而言：需提供客户基础信息，涵盖经营业务、人力与技术资源（含实验室及 / 或评审设施），以及若隶属于更大法人实体，需说明其职能架构与隶属关联关系
- ✓ Information related to all outsourced processes that affect compliance with requirements and clients use;
与客户所使用、且影响合规性要求的全部外包流程相关信息
- ✓ These processes can be revised by TÜV AUSTRIA based on the agreement in accordance with Certification Program.
TÜV 奥地利可依据认证方案约定，对上述流程进行修订
- ✓ All other information in the context of the relevant Certification requirements, such as information for initial assessment and surveillance activities (eg. production locations of certificated products / products and personnel to be settled at these locations.
相关认证要求范畴内的所有其他资料，包括初次评审及监督审核所需信息（例如：获证产品的生产场地，以及派驻至该场地的相关人员）。

The documents required for each program, are indicated in the DATASHEETs published at our website.

各认证方案所需文件，均列明于我司官网发布的技术资料表中。

The customer has to provide the following documents: 客户须提供以下文件：

SASO Certification Program

SASO 认证方案

- ✓ Valid management system certificate ISO 9001: 2015 and/or ISO 14001 and/or ISO 16949, if it is a mandatory requirement upon on the SASO and/or GSO Technical Regulations³
如 SASO 和/或 GSO 技术法规有强制要求，则需提供有效的 ISO 9001:2015、ISO 14001 及/或 ISO 16949 管理体系证书。
- ✓ Valid test reports^{4,5}
有效的检测报告
- ✓ Valid Type Certificates⁶
有效的型式证书
- ✓ RFC Form or SABER request number
RFC 申请表或 SABER 申请编号
- ✓ Supplier Declaration of Conformity
供应商符合性声明

³ Click here: <https://saber.sa/home/regulations> for SASO approved technical regulations.

点击此处 <https://saber.sa/home/regulations> 查看 SASO 认可的技术法规。

⁴ Test reports must be only from an ISO/IEC 17025 accredited lab, and within the scope of accreditation. Labs that are used to test samples handled by TÜV AUSTRIA; must be included in the list of approved laboratories under DATA, else, the direct manager's approval should be taken, and the list should be updated accordingly. Labs that are used to test samples chosen, and handled by the client; should be checked for their accreditation and validity. In case of the latter option; the lab does not have to be included in the list of approved laboratories. Tested product should be in accordance with the applicable standard and related to the shipment; either by the type of the tested product or brand, or model.

检测报告必须仅由获得 ISO/IEC 17025 认可的实验室出具，且检测项目需在该实验室的认可范围内。用于检测 TÜV 奥地利所处理样品的实验室，必须列入 DATA（注：结合认证语境，通常指认证机构实验室备案名录）的认可实验室清单；否则，需获得直接管理者的批准，并相应更新该清单。用于检测客户自行选取及处理样品的实验室，需核查其认可资质及有效性。在此情况下，该实验室无需列入认可实验室清单。所检测产品需符合适用标准，且与出货产品相关——无论是产品型号、品牌还是规格类型，均需保持一致。

In-house test reports can be accepted in very special cases and only after taking the Technical Manager's approval. The below is advisable when the In-house test reports are to be accepted

内部检测报告仅在极特殊情况下，且经技术经理批准后方可接受。若需采信内部检测报告，建议遵守以下要求。

- ✓ Manufacturer is ISO 9001 certified. 制造商持有 ISO 9001 认证。

Test is witnessed by TÜV AUSTRIA 测试由 TÜV 奥地利全程目击见证

⁵ The validity of the test reports should be as below; except where the direct manager have been consulted and a special approval have been given according to the surrounding circumstances:

检测报告的有效性规定如下：除非已征询直属主管意见，并结合实际情况获得专项批准，否则均须遵照执行。

- ✓ Toys; test is valid for 18 months 玩具类产品：检测报告有效期为 18 个月
- ✓ Textile and garments; test is valid for 24 months 纺织品及服装：检测报告有效期为 24 个月。
- ✓ Floor coverings; test is valid for 2 year 地面覆盖物：检测报告有效期为 2 年
- ✓ Construction product, Kitchenware, furniture and similar; test is valid for 2 year 建筑产品、厨具、家具及同类产品：检测报告有效期为 2 年
- ✓ Electrical appliances; test is valid for 2 years (accompanied with a declaration from the client that there has been no change on the product) 电器产品：检测报告有效期为 2 年（需客户出具声明，证明产品未发生任何变更）
- ✓ Test reports intended to serve as the basis for a product certification shall not be older than six months at the time of the certification decision of the certification body. 用于产品认证依据的检测报告，在认证机构作出认证决定时，出具日期不得超过六个月

⁶ Type certificates such as CE, TS, GSO, IEC can be accepted; if the related standard is in conformity with the applicable standard. EC declarations, Oeko-Tex or Bluesign certificates covering the goods, can be accepted as well. CE certificates can be accepted in some cases, where there are no international standard to fully cover the shipped product. Validity of the type certificate must be checked along with the issuing party. Issuing parties should be accredited to issue such certificates (either have ISO/IEC 17065 or approved by the European Union. etc). 如 CE、TS、GSO、IEC 等型式证书，若其对应标准与适用标准一致，可予以采信。覆盖本批货物的欧盟符合性声明、OEKO-TEX 证书或 Bluesign 证书，同样可接受。在无现行国际标准可完全覆盖出货产品的情况下，CE 证书在特定情形下亦可采信。须核查型式证书的有效期及发证机构资质；发证机构需具备相应发证认可资质（持有 ISO/IEC 17065 资质，或获得欧盟官方认可等）

7 Review of Application 申请评审

TÜV AUSTRIA handles the information obtained from the application (which include all the information in the relevant Application Forms and sent by the client in written and/or in document) through the same Application Forms.

TÜV 奥地利 将通过相关申请表格，处理客户在申请表内以书面及 / 或文件形式提交的全部申请资料。

During application review, it is guaranteed that. 在申请评审过程中，需确保以下

- ✓ Client and product information are adequate for the execution of certification process, 客户及产品信息充足，可满足认证流程的开展要求。
- ✓ All kinds of disagreements between TÜV AUSTRIA and client have been resolved, including the relevant standards or agreement regarding other normative documents, TÜV 奥地利与客户之间的所有分歧均已解决，包括就适用标准、协议及其他规范性文件达成一致。
- ✓ Required certification scope has been defined, 已明确界定所需认证范围。
- ✓ Tools are available and appropriate for the execution of all conformity assessment activities, 具备开展全部合格评定活动所需的适用且充足的工具
- ✓ TÜV AUSTRIA has an adequate level of competence to perform conformity assessment activities. TÜV 奥地利具备开展合格评定活动所需的充足专业能力。

In the review of the application, due to any major nonconformity or an invisible document that can be obtained as a result of the examination of the records and documents received from the customer, the application cannot be passed to the audit stage until the customer's deficiencies are met.

在申请评审阶段，若通过核查客户提交的记录与文件，发现重大不符合项或文件缺失等问题，需待客户完成问题整改后，方可进入审核阶段。

8 Planning and Preparation 规划与准备

After the positive evaluation results of application review, GMAP activities are carried out in accordance with the Inspection Manual by the appointed inspector. The inspector assigned with Inspection Instruction Form are again to comply with the sampling rules over the same form.

申请评审合格后，由指定检验人员依据检验手册开展 GMAP 相关检验活动。领取检验任务单的检验人员，必须严格遵守该单据中载明的抽样规则。

9 Factory Audit 工厂审核

During the Factory Audit, the TÜV AUSTRIA Auditor will determine if the factory is capable of manufacturing certified product on a continuing basis within the parameters specified in the Certification Documentation and in accordance with relevant Technical Regulations.

工厂审核期间，TÜV 奥地利审核员将评估：生产工厂是否能够依据认证文件规定要求及相关技术法规，持续稳定生产获证产品。

The supplier shall submit an application to TÜV AUSTRIA it chooses, in order to assess the system of safety management of the concerned products. Such application shall include the following:

SASO Certification Program

SASO 认证方案

供应商应向其选定的 TÜV 奥地利提交申请，以便对相关产品的安全管理体系进行评估。申请材料须包含以下内容：

- ✓ Name and address of the supplier in addition to name and address of the manufacturer- when the application is submitted by the official representative. 若由官方代表提交申请，需提供供应商名称及地址，以及生产制造商名称及地址。
- ✓ The manufacturer shall be officially authorized by competent authorities of the country of manufacturing. 制造商须获得生产所在国家主管部门的官方授权。
- ✓ A written declaration that the same application shall not be submitted to any other approved body. 书面声明一份，承诺本项申请未向其他任何获认可机构重复提交
- ✓ All relevant information regarding the targeted products class. 与目标产品类别相关的全部资料
- ✓ Documents of the product safety management system. 产品安全管理体系文件
- ✓ Technical documents of the approved type and a copy of the Type Approval Certificate 经核准型式的技术文件，以及型式认可证书副本。

All system elements and requirements must be documented -approved by the supplier- in a systematic and structured manner in the form of written policies, procedures and instructions Product safety management system documents should provide a consistent understanding of the plans, manuals and safety records, System documents must include -In particular- a sufficient description of the following:

所有体系要素及要求，均须由供应商以系统化、规范化形式形成文件并批准，以书面方针、程序及作业指导书形式落地。产品安全管理体系文件应确保对方案、手册及安全记录形成统一、一致的解读。体系文件尤其必须充分说明以下内容：

- ✓ Quality goals, organizational Structure, duties and powers of management with regard to product safety. 产品安全相关的质量目标、组织结构、管理层职责与权限。
- ✓ manufacturing techniques, procedures of the product quality and safety control, and the applicable processes and procedures. 生产工艺、产品质量与安全管控流程，以及适用的作业过程与程序文件。
- ✓ Carried out tests and inspections prior to and after manufacturing and frequency thereof. 生产前后实施的检验与测试活动，及其执行频次。
- ✓ Records: reports of inspection, tests and calibration and documents of qualifications of concerned staff...etc. 记录文件：检验报告、测试报告、校准报告，以及相关人员资质文件等。
- ✓ Measures of controlling achievement of desired safety with regard to product and effective operation of product safety system. 为实现产品预期安全水平、保障产品安全体系有效运行而制定的管控措施。

The product safety management system shall ensure that manufactured products are in conformity with the type defined in Type Approval Certificate and with specifications of the applicable technical regulations.

产品安全管理体系须确保量产产品符合型式认可证书所界定的型式，且满足适用技术法规的各项规范要求。

All system components and requirements, as approved by the supplier, shall be recorded in a methodical and organized manner, i.e., written policies, procedures and instructions. In addition, the documents of product safety management system shall give a consistent explanation of the programs, plans, guides and records of safety. System documents shall especially include a full explanation of the following:

所有经供应商批准的体系组成要素及要求，均须以条理化、规范化形式成文留存，即以书面方针、程序文件及作业指导书形式落地。此外，产品安全管理体系文件须对各类安全方案、计划、指导文件与记录作出统一、规范的说明。体系文件尤其需完整阐述以下内容：

SASO Certification Program

SASO 认证方案

The accredited Body, carrying out the approval of product safety management system, shall assess the system to determine whether it fulfils all above-mentioned requirements throughout the period of system approval.

负责产品安全管理体系认证的认可机构，需在体系认证有效期内，持续对该体系开展评审，判定其是否持续满足上述全部要求。

A product shall be considered to be in conformity with specifications of technical regulations –with regard to product safety management system- if it is in conformity with standard specifications.

就产品安全管理体系而言，若产品符合标准规范要求，则视为该产品符合技术法规的各项规定。

10 Conditions for the Conformity Assessment Process 合格 评定流程条件

As a basis for the assessment in line with the certification, only test reports from approved laboratories that have been accredited according to the rules of EN ISO / IEC 17025 or analogue ISO guides can be used.

开展认证相关评定工作时，仅可采用依据 EN ISO/IEC 17025 规范或同等 ISO 导则获得认可的指定实验室所出具的检测报告，作为评定依据。

The certification body of TÜV AUSTRIA primarily carries out evaluations and certifications based on the test reports of the approved laboratories of the TÜV AUSTRIA Group.

TÜV 奥地利认证机构主要依据 TÜV 奥地利集团旗下认可实验室出具的检测报告，开展评估与认证工作。

The following types of certification programs are available which are regulated in accordance with EN ISO / IEC 17067, whereby each type comprises the following program:

现有以下认证方案类别，均依据 EN ISO/IEC 17067 规范管控，各类别包含对应方案内容如下：

Product Certification System Elements 产品认证体系要素		Product Certification System Types 产品认证体系类型						
		1a	1b	2	3	4	5	6
I	Selection (Determination of mandatory documents to be the basis for certification) 资料选择 (确定作为认证依据的强制性文件)	X	X	X	X	X	X	X
II	Evaluation of services 服务评审	X	X	X	X	X	X	X
III	Review (evaluation) 审查 (评定)	X	X	X	X	X	X	X
IV	Certification Decision (Giving, expanding, maintaining, suspending, withdrawing the certification.) 认证决定 (授予、扩大、维持、暂停、撤销认证)	X	X	X	X	X	X	X
V	Licensing 许可授权							
	a- Issue of conformity certificate 合格证书签发	X	X	X	X	X	X	X
	b- Certification and granting the right of use of TÜV AUSTRIA TURK brand 认证及授予 TÜV 奥地利 土耳其品牌使用权	X	X	X	X	X	X	X
	c- Certificate of conformity for the product group 产品类合格证书	-	X	-	-	-	-	-
VI	d- The certificate and the continuation of the right to use the TÜV AUSTRIA TURK brand are subject to surveillance. 证书有效性及 TÜV 奥地利土耳其品牌使用权的持续享有，须接受监督审核。	-	X	X	X	X	X	X
	Surveillance 监督审核							
	a- Testing or inspection of samples taken from the market 市场抽样检测或检验	-	-	X	-	X	-	-

b- Testing or inspection of samples taken from the factory 工厂抽样检测或检验	-	-	-	X	X	X	-
c- Evaluation of production, delivery of service or operations 生产、服务交付及运营活动评审	-	-	-	X	X	X	X
d- Control of management system 管理体系管控	-	-	-	-	-	X	X

11 Conformity Assessment Process 合格评定流程

The conformity assessment scheme to be used is to be indicated upon nomination, according to the regulation/specification to be followed.

应依据所需遵循的法规 / 规范，在申请立项时明确所采用的合格评定方案。

The approved Technical Regulation from SASO (or issued over SABER) to be followed, will indicate the certification scheme to be applied here. According to ISO/IEC 17067; there are 7 schemes, but in approved Technical Regulation from SASO (or issued over SABER) are covered by Type 1a, 3 and 5.

需遵照沙特标准局 SASO 获批技术法规（或通过 SABER 系统发布的法规）执行，该法规将明确本项目适用的认证方案。依据 ISO/IEC 17067 标准，认证方案共分为 7 类；而沙特 SASO 获批技术法规（SABER 体系）仅采用 1a 型、3 型及 5 型认证方案。

11.1 Scheme Type 1a 方案类型 1a

In this scheme, one or more samples of the product are subject to the determination activities. A certificate of conformity or other statement of conformity is issued for the product type, the characteristics of which are detailed in the certificate or a document referred to in the certificate.

本方案下，需对一款或多款产品样品开展符合性判定活动。针对产品型号签发合格证书或其他符合性声明，产品相关特性需在证书内或证书引用文件中详细列明。

Subsequent production items are not covered by the certification body's attestation of conformity. For this reason, this type of certification is carried out for each shipment.

认证机构的符合性证明不覆盖后续量产产品。因此，该类认证需逐批出货办理。

The sample are representative of subsequent production items which could be referred to by the manufacturer as being manufactured in accordance with the certified type.

所检样品可代表后续量产产品，制造商可据此声明后续产品均依照已获认证的型号规格进行生产。

TÜV AUSTRIA may grant to the manufacturer the right to use the type certificate or other statement of conformity as a basis for the manufacturer to declare that subsequent production items confirm to the specified requirements.

TÜV 奥地利可向制造商授予型式证书或其他符合性声明的使用权，供制造商以此为依据，声明后续量产产品符合规定要求。

11.2 Scheme Type 3 方案类型 3

The surveillance part of this scheme involves periodically taking samples of the product from the point of production and subjecting them to determination activities to check that items produced subsequent to the initial attestation fulfill the specified requirements. TÜV AUSTRIA performs factory audit using the approved factory auditors.

SASO Certification Program

SASO 认证方案

本方案的监督环节包括：定期从生产现场抽取产品样品并开展检测评定，核实初次认证后的量产产品持续满足规定要求。TÜV 奥地利将委派经认可的工厂审核员实施工厂审核。

The surveillance includes a periodic assessment of the production process. This scheme does not provide any indication of the impact the distribution channel plays on conformity. When serious nonconformities are found, the opportunity may exist to resolve them before widespread market distribution occurs.

本方案的监督活动包含对生产过程的定期评审。该认证方案不考量分销渠道对产品符合性造成的影响。若发现严重不符合项，可在产品大规模投放市场前完成整改闭环。

After all positive evaluation results, TÜV AUSTRIA performs Type 1a activities.

全部评定结果合格后，由 TÜV 奥地利开展 1a 型认证相关活动。

11.3 Scheme Type 5 方案类型 5

The surveillance part of this scheme allows for the choice between periodically taking samples of the product either from the point of production, or from the market, or from both, and subjecting them to determination activities to check that items produced subsequent to the initial attestation fulfil the specified requirements.

本方案的监督环节可灵活选择抽样方式：定期从生产现场、市场或两地同时抽取产品样品，并实施检验评定，以验证初次认证后的量产产品持续满足规范要求。

The surveillance includes periodic assessment of the production process, or audit of the management system, or both. TÜV AUSTRIA performs factory audit.

监督内容包含对生产过程的定期评审、管理体系审核，或两者结合开展。由 TÜV 奥地利实施工厂审核。

The extent to which the four surveillance activities are conducted may be varied for a given situation, as defined in the scheme. If the surveillance includes audit of the management system, an initial audit of the management system will be needed.

四项监督活动的实施范围，可依据方案规定结合实际情况进行调整。若监督环节包含管理体系审核，则须先完成管理体系初次审核。

12 Inspection Phase 检验阶段

Inspection must be done according to the Inspection Manual. A report of findings must be issued at the same day and sent to the coordinator along with the photos, in order to be checked. Inspection Report is valid for 60 days; after that another inspection should be done and the extra expenses should be paid by the nominator.

检验工作须严格按照《检验手册》执行。检验结果报告需于当日出具，并连同现场照片一并提交至对接负责人审核。检验报告有效期为 60 天；逾期需重新安排检验，由此产生的额外费用由申请方承担。

12.1 Labeling Requirements 标签要求

Labeling and marking of the shipped product is necessary to be checked with the labeling and marking requirements of the related standard followed. TÜV AUSTRIA will handle the client the labeling and marking requirements prior to conformity assessment.

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出货产品的标签与标识，须依据所执行相关标准的标签标识要求进行核查。TÜV 奥地利会在合格评定开展前，向客户告知并提供标签及标识相关规范要求。

12.2 Sampling 抽样

Samples can be picked up randomly by the inspector at the site or chosen by the coordinator based on a list provided listing the manufactured products or models of this client. Samples are to be sent to TÜV AUSTRIA for checking and full testing.

检验员可在现场随机抽取样品，或由协调员根据客户提供的量产产品 / 型号清单进行选取。样品需寄送至 TÜV 奥地利，开展核查及全项测试。

Client is to be notified that the testing will be in an accredited lab, according to the relevant standard. If the client wishes to test the product in a different lab or handle the testing by himself; the coordinator should choose the sample to be tested and inform the client that the laboratory must be an ISO 17025 lab.

需告知客户：所有检测均在认可实验室内、依照对应标准执行。若客户要求更换其他实验室检测或自行开展测试，协调员需完成样品选取，并明确告知客户：所选实验室必须具备 ISO 17025 资质。

Items selected or sent spontaneously by the client are not acceptable; unless TÜV AUSTRIA saw that there will be no critical deference in selecting a certain sample.

客户自行随意挑选、主动寄送的样品不予采纳；仅当 TÜV 奥地利判定特定样品选取不会产生关键性偏差时，方可例外。

1 extra sample (identical to the tested sample) must be kept in the sampling room for three (3) months, after which they are either returned to the exporter, at his request, or destroyed, or distributed.

需额外留存 1 份备用样品（与送检样品完全一致），存放于留样室，保存期限 3 个月。期满后，可根据出口商申请退回样品，或进行销毁、另行处置。

13 Decision of Certification and Issuing of the Certificate 认证决定与证书签发

13.1 Granting of a Certification 证书签发

The certification body of TÜV AUSTRIA or any legal entity which under operational control of TÜV AUSTRIA issues certificates of conformity based on a positive assessment and evaluation results.

TÜV 奥地利认证机构，或其运营管控下的合法法人单位，将依据合格评定与评审结果签发合格证书。

In case of a negative evaluation, the customer does not receive a certificate, but a nonconformity certificate. In the event of a negative evaluation result, the customer has the possibility to improve his product or resolve nonconformities within 8 weeks. The customer is not entitled to a positive decision.

若评审结果不合格，不予核发合格证书，仅出具不符合项报告。评定结论不合格时，客户可在 8 周内完成产品整改、消除不符合问题；但客户无权要求必须出具合格认证结论。

13.2 Maintaining a Certification 证书维护

The validity of the certificates associated with this certification program will have a validity indicated on the certificate, otherwise it is once per shipment activities. If the certificate issued depends on the inspection date; the validity of this certificate should be no longer than 2 months.

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本认证方案项下证书有效期以证书载明日期为准；无特殊标注时，证书仅限单次出货使用。若证书签发有效期以验货日期为基准，则证书有效期不得超过 2 个月。

In some cases where the country / custom regulations are applied; TÜV AUSTRIA will notify the client once at the beginning of the contract about the validity of the certificate.

对于受目的国 / 海关法规约束的特殊情形，TÜV 奥地利将在合同签订初期，一次性向客户告知证书有效期限要求。

13.3 Limiting, Suspending, Expiring and Withdrawal of Certificates 证书的限制、暂停、失效与撤销

13.3.1 Expiring of Certificates 证书失效

Certificates expire, if 出现以下情形，证书自动失效：

- a) the period of validity specified in the product certificate has expired and there has been no extension.
产品证书载明的有效期届满，且未办理延期；
- b) the product certificate holder resigns from the product certification contract and informs the certification body of TÜV AUSTRIA within the notice periods in writing,
证书持有人解除产品认证合同，并在规定告知期限内，以书面形式通知 TÜV 奥地利认证机构；
- c) the product certificate holder goes bankrupt or an application of insolvency is rejected due to a lack of assets,
- d) 证书持有人破产，或因资产不足导致破产申请被驳回。

13.3.2 Restriction, Suspension, Withdrawal of Certificates 证书的限制、暂停与撤销

The product certificates can be restricted, suspended or invalidated and withdrawn by the certification body of TÜV AUSTRIA with immediate effect, if:

TÜV 奥地利认证机构有权立即生效对产品证书采取限制、暂停、作废及撤销措施，发生以下任一情况时：

- a) the certified product is no longer in conformance with to the approved sample,
获证产品不再与核准样品保持一致
- b) products endanger the end users or third parties,
产品对终端使用者或第三方构成安全危害；
- c) at the time of the audit, facts were not (properly) seen and assessed or were not identifiable at that time, which would be in the way of a positive certification - this includes, for example, incorrect categorization of products into certain risk classes or classification according to purposes of use, including also a mistake or a lack of certification by the certification body of TÜV AUSTRIA,
审核阶段部分关键事实未被（完整）核查评估、或当时无法识别，进而影响认证合格结论；含产品风险等级、用途归类错误，以及 TÜV 奥地利 认证机构出现认证失误或流程缺失等情形；
- d) in the event of recurring surveillances, market controls or any other subsequent product or system defect that is not remedied by the product certificate holder within a reasonable period,
在例行监督、市场抽查及后续追溯中，发现产品或体系持续性不合格，且证书持有人未在合理期限内完成整改；
- e) the product certificate holder does not carry out the periodic monitoring activities by the certification body of TÜV AUSTRIA or impedes or restricts the proper implementation,
证书持有人拒不配合 TÜV 奥地利开展定期监督审核，或阻挠、限制审核正常实施；
- f) product certificates or product certificate copies have been altered and thus falsified,
擅自涂改、篡改产品证书及副本，构成证书伪造；

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- g) existing authorizations for the use of the certificate are also applied to non-certified products and thus a certificate abuse takes place, which substantially affects the basis for a trusting cooperation,
将证书使用权限违规套用至未获证产品，造成证书滥用，严重破坏合作信任基础；
- h) misleading or otherwise inadmissible advertisement with product certificates is done,
利用产品证书发布误导性宣传或违规广告；
- i) fees for product certification and / or product testing are not paid by the product certificate holder within the specified period. If the charges relate to several product certificates, the certification body of TÜV AUSTRIA decides which product or product certificate the measure should cover.
证书持有人未按期缴纳产品认证及 / 或检测费用；若费用涉及多张证书，由 TÜV 奥地利认证机构裁定处置范围及对应证书；
- j) despite information from the TÜV AUSTRIA regarding changes of the technical state of the certified product, the customer does not meet the requirements of the certification body.
TÜV 奥地利已告知获证产品技术标准 / 状态变更要求，但客户未按认证机构规定完成合规整改。

13.4 Procedure for the Withdrawal of the Product Certification 产品认证撤销流程

The certification body of TÜV AUSTRIA gives the customer the opportunity to state its position prior to the declaration of limitation, suspension or withdrawal of a certificate, unless such a hearing is not suitable due to the urgency of the measures which need to be taken.

TÜV 奥地利认证机构在宣布对证书采取限制、暂停或撤销措施前，应给予客户陈述申辩的机会；但若因处置措施具有紧迫性、不宜开展前置沟通的除外。

The right of the product certificate holder to continue to hold the product certificate of the certification body of TÜV AUSTRIA automatically expires for those products listed in the product certificate which are affected by the restriction or suspension or which expire based on the termination by a specific date or became invalid, short-term.

对于证书内列明、且受到限制或暂停管控的产品，以及因到期终止、短期失效的产品，证书持有人持有 TÜV 奥地利 产品证书的相关权利自动终止。

The certification body of TÜV AUSTRIA is authorized to publish restrictions, suspensions, invalidations and withdrawals as well as deletion of product certificates of the customer.

TÜV 奥地利认证机构有权对外公示客户产品证书的限制、暂停、作废、撤销及注销信息。

The certification body of TÜV AUSTRIA may report, particularly in cases of violations, name and address of the customer, the type of the violation or the reason for the invalidity declaration, possibly information on the product, etc., to the competent authority and the accreditation authorities, to other "authorities", to importers and to other interested parties.

尤其针对违规情形，TÜV 奥地利认证机构可向主管机关、认可机构、其他官方部门、进口商及相关利益方，报送客户名称、地址、违规类型、证书作废原因及产品相关信息等内容。

For disadvantages, which occur for the customer in connection with non-grant, restriction or suspension as well as the expiry or withdrawal of a product certificate, the certification body of TÜV AUSTRIA cannot be held responsible.

因认证不予核发、证书限制、暂停、到期或撤销而给客户造成的一切损失与不利后果，TÜV 奥地利认证机构不承担任何责任。

14 Surveillance Activities 监督活动

The certification body of TÜV AUSTRIA performs regular checks to ensure and maintain a consistent product quality. This surveillance is carried out if necessary, according to the country regulations / specifications.

TÜV 奥地利认证机构将开展定期核查，以确保并维持产品质量持续稳定。该类监督活动将依据目的国法规及规范要求，按需实施。

The certification body of TÜV AUSTRIA can shorten the surveillance intervals if abnormalities are recognized within the surveillance activities, based on product-specific information by third parties or under any other circumstances.

若在监督过程中发现异常、收到第三方提供的产品相关问题线索，或出现其他特殊情形，TÜV 奥地利认证机构有权缩短监督周期。

The certification body of TÜV AUSTRIA may, in special cases, establish a product inspection before the first dispatch of the goods.

TÜV 奥地利认证机构可在特殊情况下，于货物首次出货前实施产品检验。

The certification body of TÜV AUSTRIA is authorized to inspect the products, production facilities and warehouses indicated in the product certificate (for foreign product certificate holders, the importer's warehouses or the Austrian authorized person and branch offices) at any time and without prior notification.

TÜV 奥地利认证机构有权无需提前通知，随时对产品证书所列的产品、生产设施及仓库开展抽查；（境外持证企业范围含：进口商仓库、奥地利授权代表及分支机构）。

The certification body of TÜV AUSTRIA is authorized to take products for which a product certificate has been issued free of charge to carry out inspection tests as well as inspections in production facilities and warehouses.

TÜV 奥地利认证机构有权免费抽取已获证产品，用于检验测试，并可进入生产场所及仓库开展现场核查。

The certification body of TÜV AUSTRIA may commission other independent and suitable bodies to carry out the surveillance activities on their behalf. Upon request, the same observations mechanisms shall be granted to those bodies. In case of the placement of an order by the TÜV AUSTRIA, the customer will be informed.

TÜV 奥地利认证机构可委托其他具备资质的独立第三方机构代为执行监督活动，并保障受托机构享有同等核查权限。凡由 TÜV 奥地利下达委托安排时，将提前告知客户。

In the event of gross violations or blatant non-compliance during the surveillance activities, point 13.4 of this document applies.

若在监督活动期间发现严重违规或明显不合规行为，将适用本文件第 13.4 条相关规定。

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The certification body of TÜV AUSTRIA will charge the product certificate holder for carrying out the surveillance according to the contractual agreement or their respective valid price list, unless a flat rate has been agreed on. Additional expenses which have not been stated in the contractual documents will always be invoiced in accordance with the current valid price list of TÜV AUSTRIA.

除另有统一包干费率约定外，TÜV 奥地利认证机构将依据合同条款及现行有效价目表，向证书持有人收取监督服务费用。凡合同文件中未列明的额外费用，一律按照 TÜV 奥地利当期有效价目表据实结算开票。

15 Handling of Nonconformities (Defects) 不符合项（缺陷） 处置

After every assessment or evaluation within the framework of the certification activity or after the surveillance activities (acc. to chapter 14), a so-called "List of deviation" is made available to the customer when nonconformities are identified. On the basis of this, the certification decision is made.

在认证相关评定、评审活动，以及第 14 章规定的监督活动完成后，一经发现不符合项，将向客户出具不符合项清单。认证机构将依据该清单内容，作出最终认证结论

15.1 Handling of Nonconformities 不符合项处置

The customer shall take appropriate measures to remedy nonconformities. The evidence of implementation must be provided in a suitable form within a period of validity dates of Inspection Report.

客户须采取适当整改措施，消除不符合项。整改实施证明需在检验报告有效期内，以规范形式提交。

In general, defects have to be removed immediately, as quickly as possible and sustainable by the customer.

原则上，客户须立即、尽快且长效地整改消除各类缺陷问题。

The plan of measures as well as proof of the successful removal of the defects must be submitted to the certification body of TÜV AUSTRIA.

整改措施方案及缺陷已有效闭环的佐证材料，须提交至 TÜV 奥地利 认证机构。

The certification body of TÜV AUSTRIA has the right to check the removal of the defect at any time at the expense of the product certificate holder.

TÜV 奥地利认证机构有权随时核查缺陷整改落实情况，相关费用由产品证书持有人承担。

16 Possible Information About Involved Third Parties, Subcontractors 相关第三方及分包方信息说明

The procedure of the incorporated third party lies only within the responsibility of TÜV AUSTRIA, if the third party carries out activities incorporated by the TÜV AUSTRIA. In case of a third party incorporated by the customer, the acting people of TÜV AUSTRIA only check the plausibility of the submitted results.

若第三方机构受 TÜV 奥地利委托开展相关工作，则该第三方的作业流程与行为责任完全由 TÜV 奥地利承担。若由客户自行委托第三方机构，TÜV 奥地利工作人员仅对其提交结果进行合理性核查。

17 Obligation, Rights & Liabilities 义务、权利与责任

17.1 Obligations of the Customer (Exporter) 客户（出口商）义务

During the period of validity of the certificate the customer is, in addition to the compliance with all requirements of this certification program, obliged to:

证书有效期内，客户除须遵守本认证方案全部要求外，还需履行以下义务：

- a) Fulfillment of specified requirements and conditions such as product requirements, including any changes, which must be fulfilled as a condition for establishing or maintaining the certification.
持续满足产品相关指定要求与各项附加条件（含后续变更要求），以此作为认证维持与续证的必要前提。
- b) Defining a new type description in case of a change to a certified product for the modified product, if it is also to be certified.
若获证产品发生变更且需继续保有认证，须为改型产品制定全新型号描述。
- c) Duplication of documents, certificates and any annexes in their entirety if the customer provides the certification documents to others. The duplication must be done as follows:
如需向第三方提供认证文件，须完整复制证书、附件及全套资料，并严格遵守以下复制规范：
- d) unique identification as a copy,
复印件需标注副本唯一标识；
- e) the duplicated documents shall be marked with the note that they are excluded from the revision service.
复印件须注明：不纳入版本更新服务范围。
- f) The customer is obliged to make records of all manner of disclosure, including details of the purpose for which and to whom the certificate and any annexes have been handed over.
完整留存所有认证资料对外披露记录，包含文件移交对象、用途等详细信息。
- g) Permit that the certification body of TÜV AUSTRIA is allowed to pass on information, documents and the like, which relate to the contract with the customer and the subject of the contract at the request of the approval and accreditation bodies of the certification body of TÜV AUSTRIA.
应 TÜV 奥地利认可机构与授权监管单位要求，允许认证机构提交双方合同信息、项目相关文件及业务资料。
- h) Notification of and for written approval by the certification body of TÜV AUSTRIA regarding organization and management, regarding the certified product, system and personnel and any intended product changes, either through further development or through the replacement of components in time and before the products are put into production or placed on the market. The continuance of the product certificate depends on the result of a possible additional check. 企业组织架构、管理模式、获证产品、管理体系、人员配置及产品设计升级、零部件替换等重大变更，须在产品投产或上市前及时报备，并取得 TÜV 奥地利书面审批。证书能否持续有效，取决于机构附加检查结果。
- i) Notification of the certification body of TÜV AUSTRIA of any change in the submitted production process, of the organization, the management or the quality management system concerning the product.
若产品生产工艺、组织管理架构、质量管理体系发生调整，须及时告知 TÜV 奥地利认证机构。
- j) Timely notification of the certification body of TÜV AUSTRIA in case of an intended relocation of the production facilities or in case of an intended transfer of the company to another company or another company owner in time.
计划搬迁生产场地、企业并购、股权变更或转让经营权时，须提前及时报备。
- k) Authorizing the certification body of TÜV AUSTRIA to disclose information that has become public due to legal or regulatory reporting requirements in relation to the product certification body.
授权 TÜV 奥地利依据法律法规及监管上报要求，依法披露产品认证相关公开信息。

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- l) Enabling periodically recurring inspections of product manufacturing by the certification body of TÜV AUSTRIA.
配合认证机构定期开展产品生产现场监督检验。
- m) Verifiable observance of the instructions from the periodic manufacturing controls and the surveillance activities of the certification body of TÜV AUSTRIA.
严格、可追溯地执行 TÜV 奥地利 生产管控及监督活动的各项管理要求。
- n) Compliance with a contractual agreement with the actual manufacturer by the customer, which must be observed in manufacturing the product and which includes the tolerance of required control measures, if the customer as product certificate holder is not the manufacturer of the product.
若持证客户非实际生产方，须与实际生产企业签订合规协议，约束生产过程管控标准及公差管控要求，并严格遵照执行。
- o) Independent observance of the obligation to report to the authorities as a manufacturer or distributor either by themselves or through an authorized representative, despite of a product certification by the certification body of TÜV AUSTRIA.
即便已取得 TÜV 奥地利产品认证，企业仍需以生产商 / 经销商身份，自行或通过授权代表，独立履行向主管部门的法定报备义务。
- p) Possibility of participation of observers. This applies to employees of TÜV AUSTRIA and the authority during observation activities. Each of these observers is bound to secrecy.
允许观察员参与现场监督，包括 TÜV 奥地利工作人员及官方监管人员；所有观察员均负有保密义务。
- q) Enabling witness audits (definition see chapter **Error! Reference source not found.**) of the various approval and accreditation bodies of the certification body of TÜV AUSTRIA as well as higher-level QM departments of the TÜV AUSTRIA Group in its operating facilities and its subcontractors as well as the corresponding obligation of its subcontractors.
允许 TÜV 奥地利认证机构各批准与认可机构、以及 TÜV 奥地利集团上级质量管理部门，在客户生产经营场所及分包方场地开展见证审核（定义参见引用章节 **错误！找不到引用的内容**）；同时需确保其分包方履行同等配合义务。
- r) Ongoing monitoring of the certified products to ensure that the products comply with the certified samples and meet all product requirements.
持续对获证产品实施质量监控，确保产品持续与封样一致、符合全部技术规范。
- s) At any time granting and enabling to carry out evaluations, appraisals and surveillances (if necessary) by the TÜV AUSTRIA. This includes, but is not limited to, consideration of documentation and records, access to equipment, location(s) and production area(s), personnel and subcontractors of the customer.
随时配合 TÜV 奥地利 开展评定、审核与监督抽查（必要时），包括查阅文件记录、允许进入厂区生产区域、接触设备、工作人员及分包方。
- t) Execution of the production with high care concerning the excellence and quality including the verification that the certified product continues to meet the product requirements.
严控生产过程品质与工艺水准，持续验证获证产品合规性，保障产品质量稳定。
- u) Recording, investigation and treatment as well as archiving and compilation of all complaints and claims concerning the certified product, which are known by the market or third parties, as well as submission of these complaints to the certification body of TÜV AUSTRIA and to inform the certification body of TÜV AUSTRIA at its request. This requirement of recording extends to the entire validity period of the product certificate. After expiry of the product certificate, the records must be kept for ten years. Appropriate measures must be taken and documented.
对市场及第三方反馈的所有产品投诉、索赔问题，做好登记、调查、整改、归档汇总；按要求的向 TÜV 奥地利提交相关记录并配合问询。该记录留存要求覆盖证书全有效期，证书到期后仍需留存十年；所有整改措施须落地执行并形成书面记录。
- v) Immediate remedying of safety defects on certified products which subsequently become apparent. In any case, the customer shall stop placing these products on the market and immediately inform the certification body of TÜV AUSTRIA.

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获证产品后续发现安全缺陷时，须立即整改；即刻停止问题产品上市流通，并第一时间通报 TÜV 奥地利认证机构。

- w) Use of product certification to the extent that the certification body is not discredited or to make any statements about its product certification that the certification body may consider to be misleading or unjustified.

规范使用产品认证资质，不得损害认证机构声誉；禁止发布误导性、不合理的认证相关宣传表述。

- x) Carry out all required measures, which are brought to the attention by TÜV AUSTRIA in case of suspension, withdrawal or termination of the certification as well as to stop the usage of any advertising materials which contain any reference to the certification. Furthermore, all specifications of this certification program shall be considered (e.g. the return of certification documents, logos).

认证被暂停、撤销或终止时，须全面落实 TÜV 奥地利提出的整改要求，停止一切含认证标识的广告宣传；同时遵守本方案全部规定（如证书、标识回收等）。

17.2 Obligations of the Certification Body 认证机构义务

TÜV AUSTRIA have below rights in case if needed TÜV 奥地利 在必要时需履行以下义务：

- ✓ **Obligation to provide information when third parties are included in the activities**, 当相关业务活动涉及第三方参与时，负有信息告知义务
- ✓ **Responsibility for the publication of the “certified product list”**, 负责获证产品清单的公开发布；
- ✓ **Storage obligation of record** 记录归档义务；
- ✓ **Reporting obligations acc. applicable rules and laws, to the necessary bodies/authorities, must be observed and listed.** 遵守并列明：依据适用法规及法律要求，向相关主管机构履行各项报告义务
- ✓ **If required, disclosure of information from the customer to the necessary authorities** 必要时，客户须向相关主管部门履行信息披露义务
- ✓ **Impartiality during the service provision** 服务提供过程中的公正性
- ✓ **Confidential handling of the information obtained within the framework of the legal and normative provisions** 在法律法规及标准规范框架内，对获取的商业与技术信息严格保密。

18 Relevant Additional Information 附加相关信息

18.1 Complaints and Objections 投诉与异议

Within the product certification process the customer has the opportunity to lodge a complaint or an objection, with regard to decisions made by the certification body to the certification body of TÜV AUSTRIA.

在产品认证流程全过程中，客户如对认证机构作出的相关决议存有异议，可向 TÜV 奥地利认证机构提出投诉或异议申诉。

The proposed procedure can be found on the TÜV AUSTRIA website (www.tuv.at).

完整申诉处理流程可查阅 TÜV 奥地利官方网站(www.tuv.at).

In case of denying a complaint or an objection the certification body of TÜV AUSTRIA has to give a meaningful reason for their decision to the customer.

若投诉或异议申请被驳回，TÜV 奥地利认证机构须向客户提供合理、详实的驳回理由。

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SASO 认证方案

If the reason given by the certification body of TÜV AUSTRIA is not accepted by the customer and no agreement or mutual solution of the matter can be established with the management of the certification body of TÜV AUSTRIA, then the customer is entitled to the legal process.

若客户不认可 TÜV 地利认证机构给出的理由，且无法与该机构管理层就争议事项达成共识、协商解决，客户有权通过法律途径维权

18.2 Copyright 版权声明

All copyrights to the test and monitoring reports, certificates, expert opinions, calculations and other results documented, provided by the certification body of TÜV AUSTRIA, remain by the certification body of TÜV AUSTRIA. The transfer, application and / or publication of the service beyond the contractually purpose requires the prior written agreement of the certification body of TÜV AUSTRIA. In the case of the transfer, application and / or publication of the service, the customer is responsible for compliance with the legal regulations.

TÜV 奥地利认证机构出具的检测报告、监督报告、证书、专业意见书、测算文件及其他所有书面成果，全部著作权归 TÜV 奥地利认证机构所有。凡超出合同约定用途，对本机构服务成果进行转让、使用及 / 或公开发布，须事先取得 TÜV 奥地利认证机构书面许可。客户在进行转让、复用、发布等行为时，需自行确保符合法律法规要求。

The customer shall indemnify the certification body of TÜV AUSTRIA to the extent that any third-party claims are infringed.

若因客户违规使用导致第三方提出侵权索赔，客户须全额赔偿 TÜV 奥地利认证机构因此遭受的全部损失

18.3 Non-Disclosure / Confidentiality / Data Protection 保密义务 / 信息不外泄 / 数据保护

The TÜV AUSTRIA has committed its employees and other fulfillment agents to confidentiality about all facts which have been brought to their notice during the service.

TÜV 奥地利已要求其员工及其他履约代理人，对服务过程中获悉的全部事实信息严格履行保密义务。

This commitment extends in case of involvement of third parties for these.

本承诺同样适用于第三方参与前述事务的情形。

The customer allows the certification body of TÜV AUSTRIA to make copies from written documents, drawings, plans, etc. for the files, which are left to the certification body of TÜV AUSTRIA for reference.

客户允许 TÜV 奥地利认证机构，将书面文件、图纸、设计方案等资料进行复印存档，留存备查。

When handling personal data, TÜV AUSTRIA will comply with the provisions of the Data Protection Act, the GDPR and the Telecommunications Act and will take the technical and organizational measures required for data protection in the area of its responsibility.

TÜV 奥地利在处理个人数据时，须遵守《数据保护法》、《通用数据保护条例（GDPR）》及《电信法》的各项规定，并在自身权责范围内，采取数据保护所需的技术与管理措施。

TÜV AUSTRIA commits in particular to ensure that its employees comply with the provisions of § 6 of the Data Protection Act.

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SASO 认证方案

TÜV 奥地利特别承诺，确保其员工遵守《数据保护法》第 6 条的规定。

The privacy statement acc. to Art. 13 and 14 GDPR can be found on the website (<https://www.tuv.at/en/privacy-policy/>).

依据欧盟《通用数据保护条例》（GDPR）第 13 条、第 14 条制定的隐私声明，可在官网查阅：<https://www.tuv.at/en/privacy-policy/>

With regard to further non-disclosure/confidentiality/data protection regulations, TÜV AUSTRIA refers to the applicable provisions of the general terms and conditions (<https://www.tuv.at/en/contact/terms-and-conditions-conditions-of-purchase/>).

关于其他保密、信息安全及数据保护相关规定，TÜV 奥地利援引通用条款与条件的适用条文，详见：<https://www.tuv.at/en/contact/terms-and-conditions-conditions-of-purchase/>

19 Fees & Commissions 费用与佣金

19.1 Quotations 报价

Fees are to be quoted at the time of nomination, and proposed to the Client in the form of a contract in order to signed from both parties; client and TÜV AUSTRIA

费用于业务立项阶段进行核算，并以合同形式向客户出具，由客户与 TÜV 奥地利双方签署确认。

Quotations should be defined depending on the scope of work, including charges such as, testing, inspection, certification, sampling, loading, audit, re-issuance, licensing, registration Etc.

报价根据工作范围予以核定，涵盖检测、检验、认证、抽样、监装、审核、证书重发、授权、注册等各项收费项目。

TÜV AUSTRIA Office is free to waive this fee depending on the local market; if the overall profitability of the business is assured and if there are no fixed fees according to the related country program.

在整体业务收益可保障、且对应国家认证方案无固定收费标准的前提下，TÜV 奥地利当地机构可结合本地市场情况，酌情减免相关费用。

19.2 Invoicing and Payment Methods 开票与付款方式

Invoices can be paid in advance or after the service is done, depending on the client's history with the company.

结合客户合作信用及合作历史，费用可选择预付或服务完成后结算。

Advanced payments from new clients or clients with high orders are strongly recommended.

针对新客户及大额订单客户，我方强烈建议采用预付款结算模式。

20 Applicable Documents 适用文件

The customer has to check the applicable standard; there is a list below to verify the certain standards

客户须自行核实产品适用标准，可依照下方清单完成标准确认：

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- ✓ Obtain the HS Code of the product and check it through SABER
<https://saber.sa/home/hscodes>
 获取产品 HS 编码，通过 SABER 官网查询核验：
<https://saber.sa/home/hscodes>
- ✓ SABER search results will clear out the product category and the technical Regulation to be followed
 凭借 SABER 查询结果，明确产品类别及需遵守的技术法规。
- ✓ Open the related Technical Regulation from the below link and check its requirements
<https://saber.sa/home/regulations>
 通过以下链接打开对应技术法规，查阅法规各项要求：<https://saber.sa/home/regulations>
- ✓ At the bottom of the technical Regulation, you will find a table with the applicable standards to be used according to the product category.
 技术法规文末附表中，可查询各产品类别对应的适用标准清单。
- ✓ If the technical regulation does not specify any standard related to the customer product; the below standards are to be used in priority order as below:
 若现行技术法规未明确列明客户产品对应的执行标准，须按以下优先顺序选用标准：
 - SASO (Saudi Arabian Standards Organization)
 沙特标准局标准 (SASO)
 - GCC (Gulf Cooperation Council)
 海湾合作委员会标准 (GCC)
 - International Standards (ISO-, -IEC...)
 国际标准 (ISO、IEC 等)
 - National Standards (NF-, BS-, DIN-, GB...)
 各国国家标准 (NF、BS、DIN、GB 等)

The customer can choose the suitable standard in the last case according to the availability of the testing lab or supporting documents (type certificates).

无指定标准时，客户可依据检测实验室能力、现有佐证文件（型式证书），自主选用合适标准。

- ✓ If SABER search results didn't give any related Technical regulation and gave the option "Supplier Conformity Declaration"; in this case only the Supplier Declaration of Conformity is required without any further testing activities
 若 SABER 查询无匹配技术法规，仅显示“供应商符合性声明”选项，则仅需提交供应商符合性声明，无需额外开展检测。

21 Revision History 修订历史

#	Revision Date 修订日期	Revision Explanation 修订说明	Prepared by 编制人	Control 审核	Approved by 批准人	Reviewing 复核
00	25.07.2023	Initial Publication 首次发布	SYI	MDA	IDA	-