

25. IMCI Product Verification Agreement (module F)

25.1. General

This AGREEMENT is entered into this ___ day of _____, 20__ by and between International Marine Certification Institute (hereinafter IMCI), and the Manufacturer (hereinafter the Manufacturer) as in the next paragraph.

25.2. Manufacturer's Information

Name	
Address	
Name of Contact	
Telephone Number	
Telefax Number	
eMail address	
VAT Registered No. : (EU only)	

25.3. Inspector's or Laboratory's Information

Name	
Address	
Telephone Number	
Telefax Number	

25.4. Product details

#	Model Name(s)	Serial Number
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

25.5. Purpose

The purpose of this contract is to define the relationship between IMCI and the Manufacturer for CE certification of products according to the Directive 94/25/EC and/or Directive 2013/53/EU Module F.

25.6. Methods of assessment

The decision as to whether assessment will be carried out by means of tests, equivalent calculations or controls will depend upon the availability of verified data concerning the dimensions, structure, construction and layout of the product, its type and its size. This will be determined by the IMCI in consultation with the Manufacturer.

It is likely that the IMCI will require verification of supplied data and it will appoint the above mentioned Inspector or Laboratory under whose responsibility such shall be verified. The cost of verification will be borne by the Manufacturer in accordance with the level of IMCI fees.

Where physical tests are undertaken, these will be carried out by a Laboratory in its facilities or under the supervision of, but not by, an Inspector. The Laboratory has to be appointed specifically for the task by the IMCI (see 25). The cost of the supervision will be borne by the Manufacturer in accordance with the level of IMCI fees. All tests will be undertaken at a venue and at times mutually agreed between the Manufacturer and the IMCI. The Manufacturer may cancel the testing at any time up and until 24 hours prior to the programmed time without incurring any cancellation fee. A decision as to whether or not to proceed will be taken jointly by the Manufacturer and the IMCI based on weather forecasts 24 hours prior to the programmed testing, if applicable. Subsequent to a decision to proceed if, for weather reasons or by cancellation by the Manufacturer, the testing/test does not go ahead, then the Manufacturer will be charged all costs occurred to that point, if any.

25.7. Product verification method

The Manufacturer agreed with IMCI to run the verification by

a) Statistical method (see 25.8)

_____ or

b) Examination and testing on every product or

c) Statistical method given in Annex XVII of the Directive (for exhaust emissions only)

The check will be done without prior information of the manufacturer. The manufacturer agrees that IMCI will have access to all relevant data during normal office hours.

25.8. Statistical method

If the statistical method (see 25.7) is used, the Manufacturer agreed with IMCI to define

Sample:

Accepted Quality Level (AQL):

25.9. Non-disclosure Statement

As a routine course during Inspections, photographs may be taken by IMCI Inspector performing inspection(s).

IMCI and IMCI Inspector agree to treat all non-public information obtained from photographs taken during the Inspection process or other documentation as confidential and agree not to release or discuss any such information with other parties unless prior consent of the Manufacturer has been obtained or unless otherwise required to disclose this information by operation of law.

As is our usual practice, these photographs or documentation may contain information that is privileged, confidential, and exempt from disclosure. It is intended for the use of IMCI only, and may be utilised as a tool for proof of compliance/non-compliance for specific items required by Standards and/or Legislation. If IMCI is required by law to release confidential information to the competent authorities, the client concerned will be notified about the information provided.

25.10. Representations and Covenants

The Manufacturer represents, warrants, and covenants to IMCI that all information and specifications provided to IMCI, or its Inspectors, for purposes of obtaining or maintaining certification shall be complete and accurate representations respecting production models, and that no change in any models specifications will be made without notifying IMCI in writing 30 days before the change is made.

The Manufacturer shall indemnify and hold IMCI, its Affiliates, Agents, Directors, Inspectors, Members, and Officers, including without limitation, harmless from any and all judgements, fines, penalties, other liabilities and costs including IMCI’s attorney fees arising from or alleged to arise from the certification of any model certified pursuant to this Agreement, including without limitation, liability arising from breach of the warranty provided on top of this paragraph.

25.11. Suspending and withdrawing certificates

The Institute may suspend, withdraw or deny certification, when it deems that the client has not or is not meeting its responsibilities. The client may appeal before the Institute and its Advisory Board. The Appeal Form can be found on the IMCI website.

25.12. Complaints

The Institute requires the Manufacturer to

- a) keep a record of all complaints made known to him relating to a product's compliance with requirements of the relevant standard and to make these records available to the Institute when requested;
- b) take appropriate action with respect to such complaints and any deficiencies found in products or services that affect compliance with the requirements for certification;
- c) document the actions taken.

25.13. Manufacturer

The Institute requires that the Manufacturer:

- a) always complies with the relevant provisions of the certification programme;
- b) has not lodged his application with any other Notified Body;
- c) makes all necessary arrangements for the conduct of the evaluation and surveillance (if required), including provision for examining documentation and records, and access to the relevant equipment, location(s), area(s), personnel, and his subcontractors, investigation of complaints or the participation of observers (if applicable);
- d) makes claims regarding certification only in respect of the scope for which certification has been granted;
- e) does not use his product certification in such a manner as to bring the Institute into disrepute and does not make any statement regarding its product certification which the Institute may consider misleading or unauthorised;
- f) discontinues its use of all advertising matter that contains any reference thereto and takes action as required by the certification scheme (e.g. the return of certification documents) and takes any other required measure upon suspension, withdrawal, or termination of certification;;
- g) uses certification only to indicate that products are certified as being in conformity with specified standards;
- h) endeavours to ensure that no certificate or report nor any part thereof is used in a misleading manner;
- i) complies with the requirements of the Institute in making reference to its product certification in communication media such as documents, brochures or advertising;
- j) shall inform the Institute of all modifications to the approved product which must receive additional approval where such changes may affect the conformity with the essential requirements or the prescribed conditions for use of the product. This additional approval is given in the form of an addition to or an update of the original certificate;
- k) fulfils the certification requirements, including implementing appropriate changes when they are communicated by the Institute;
- l) continues to fulfil the product requirements for the certified product, if the certification applies to on-going production;
- m) if he provides copies of the certification documents to others, the documents shall be reproduced in their entirety or as specified in the certification scheme
- n) complies with the requirements of the Institute or as specified by the certification scheme in making reference to his product certification in communication media such as documents, brochures or advertising;
- o) complies with any requirements that may be prescribed in the certification scheme relating to the use of marks of conformity, and on information related to the product;
- p) keeps a record of all complaints made known to him relating to compliance with certification requirements and makes these records available to the certification body when requested, and takes appropriate action with respect to such complaints and any deficiencies found in products that affect compliance with the requirements for certification and documents the actions taken;
- q) pays the required total amount of fees regardless the outcome of the evaluation of his product.

25.14. Fees

The Institute requires the Manufacturer to make a deposit of

EUR

payable to the IMCI account before inspection work is started. Alternatively a check may be sent with this Agreement. After completion of the entire assessment work the Manufacturer will receive an invoice in view of this deposit.

25.15. Legal validity of certificates

Certificates remain invalid until the final payment is made.

25.16. Signatures

All agreements, whether oral or written, previously made by the parties are hereby terminated by mutual consent and this Agreement constitute the entire agreement and understanding between the parties. IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

International Marine Certification Institute
Rue Abbé Cuypers 3
B-1040 BRUSSELS
BELGIUM

The Manufacturer's authorised person

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____