

# SUPPLIER DECLARATION OF CONFORMITY (SDoC)

In accordance with ISO/IEC 17050-1:2004

SDoC Identification Number<sup>1</sup>:

## Issuer details

Name<sup>2</sup> (of New Zealand manufacturer or importer):

Telephone:

New Zealand Company No. (if applicable):

Email Address:

Contact Address:

Medium Risk Article – Details<sup>3</sup> (Product name, type, rating, brand, model, batch numbers, and serial numbers, as applicable):

The Medium Risk Article listed above, fully complies:

With cited standard(s), as listed<sup>4</sup>:

Standard number and issue year:

Standard number and issue year:

Edition / Amendment status:

Edition / Amendment status:

Standard title:

Standard title:

AS/NZS ZZ modified Yes  No  N/A

AS/NZS ZZ modified Yes  No  N/A

OR Complies with the Conformity Cooperation Agreement<sup>5</sup> Yes  No

Names and addresses of any testing organisation or body

Name(s):

Address(es):

Name(s):

Address(es):

Reference to relevant test reports/certification and the issue date that show how compliance is achieved

Standard(s) or document(s) used, to show how compliance with cited standard is achieved:

Report Certification or Document reference N°(s):

Issue dates(s):

Reference to any management quality system involved:

Additional information<sup>6</sup>:

Declaration (signed for and on behalf of)

Name and position as authorized by the issuer<sup>7</sup>:

Issuer Identification (as affixed to the article):

Signature:

Date:

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## Notes for completion

1. Every declaration of conformity should be uniquely identified.
2. The responsible issuer must be unequivocally specified.
3. The "Article" must be unequivocally described so that the declaration of conformity may be related to the article in question. For mass-produced-products, it is not necessary to give individual serial numbers. Where variants of an article are to be covered, these must be detailed.
4. The cited standard is the applicable specific safety standard exactly as it is cited in [Schedule 4 of the Electricity \(Safety\) Regulations 2010](#) or AS/NZS 3820, at the date that the declaration is signed. Where a valid Approval exists for a product issued by an Australian State Regulator Office (only), a copy of the Approval Certificate may be used as evidence of compliance with the alternative AS/NZS 3820.
5. This is for products imported and offered for sale under the explicit control of the China "Conformity Cooperation Agreement" such product will be marked in accordance with that agreement and NZ suppliers of such product should obtain documentary evidence to support any claim that a product is covered by the agreement. Warning a product offered for sale that is marked in accordance with the CCA, that is not actually covered by the CCA is illegal and subject to a fixed Infringement Fee fine.
6. Text should appear here only if any limitation on the validity of the declaration of conformity and/or any additional information are given.
7. Full name and function of the signing person(s) authorised by the issuer's management to sign on its behalf should be given. The number of signatures, or equivalent, included will be the minimum determined by the legal form of the issuer's organisation.

## Continuing validity of the declaration of conformity

The issuer of the declaration of conformity shall have procedures in place to ensure the continued conformity of the medium risk article, as delivered or accepted, with the stated requirements of the declaration of conformity.

The issuer of the declaration of conformity shall have procedures in place to re-evaluate the validity of the declaration of conformity, in the event of:-

- a) changes significantly affecting the article design or specification,
- b) changes to the standards which conformity of the article is stated,
- c) changes in the ownership or structure of management of the supplier,
- d) if relevant, or relevant information indicating that the article may no longer conform to the specified requirements.

## Additional information regarding the declaration

"Issuer Identification" as affixed to the article: this marking should identify the issuer of the SDoC and may be for example in the form of a NZ GST N°, NZ Company N°, Unique NZ brand name or trademark, or SCN issued by Radio Spectrum Management (this number can be used, even if a C-tick is not required for the article), etc. Failure to mark a product with such unique identification may result in the issuer being held responsible for compliance of an article that may not have been supplied by the issuer, unless the issuer can prove otherwise! This is particularly relevant where the same or very similar model is or may be imported or manufactured, by other NZ suppliers.

A copy of the SDoC and test report(s) (certification) and/or other supporting compliance documentation must be available, if the supporting compliance documentation is not available directly from issuer, the name and address of from where it can be obtained from, must be provided by any supplier within the New Zealand supply chain. (Note: A copy of the SDoC and supporting documentation must be available within 10 working days after being asked to do so, by Energy Safety, a purchaser, or other consumer, of the article declared).

A person who sells or offers for sale, a declared medium risk article commits an offence, if at the time of sale or offer to sell, a valid declaration of conformity for the article has not been made, or the person cannot provide a copy of the declaration of conformity, along with the required supporting documentation, within the timeframe allowed. Penalties associated with a grade A offence are fines, not exceeding \$10,000 for an individual or \$50,000 for a body corporate (company) if successfully prosecuted, or a fixed infringement fee, of \$1,000 for an individual or \$3,000 for a body corporate (company).

See [listings of the current regulatory definitions for electrical equipment deemed to be medium risk articles](#), on the Energy Safety website [www.energysafety.govt.nz](http://www.energysafety.govt.nz).

This form can be edited to increase any text box size, in order to insert more detail, than the current space allows, if required.

This is an example ISO/IEC 17050-1 form for a recognised declaration of conformity; any other form complying with the requirements of ISO/IEC 17050-1:2004, may be used instead, for the purpose of Electricity Regulation 83.

Nothing prevents this form being extended to act as an SDoC, for other regulatory purposes.

**This completed form remains with the issuer as part of the documentation required as evidence of compliance**  
DO NOT submit a copy of this form to Energy Safety unless specifically requested to do so.