



GUIDE 22

General criteria for supplier's declaration of conformity

This document is a preview generated by EVS

Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

Draft Guides adopted by the responsible Committee or Group are circulated to national bodies for voting. Publication as a Guide requires approval by at least 75 % of the national bodies casting a vote.

ISO/IEC Guide 22 was prepared by the Committee on Conformity Assessment (CASCO), working group WG 9, *Supplier's declaration*, in liaison with ISO/IEC JTC 1/SWG-CA.

This second edition cancels and replaces the first edition (ISO/IEC Guide 22:1982).

© ISO/IEC 1996

All rights reserved. Unless otherwise specified, no part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying and microfilm, without permission in writing from the publisher.

ISO/IEC Copyright Office • Case postale 56 • CH-1211 Genève 20 • Switzerland
Printed in Switzerland

Introduction

This Guide has been drawn up with the objective of providing general criteria for producing the supplier's declaration of conformity.

It specifies the procedures to be used when a supplier offers or is requested to declare that a product, process or service is in conformity with normative documents, which may include standards. Such a declaration of conformity issued by a supplier may also make reference to the results of assessments by one or more third parties. Such references are not to be interpreted as reducing the responsibility of the supplier in any way.

This Guide is to be regarded as a tool for the supplier's declaration procedure only. It does not define any particular subject for the declaration.

These general criteria are applicable to all sectors. However, the criteria may need to be supplemented for specific purposes, for example for use in connection with technical regulations.

This document is a preview generated by EVS

This page intentionally left blank

General criteria for supplier's declaration of conformity

1 Scope

This Guide specifies general criteria for a supplier's declaration of conformity in cases where it is desirable, or necessary, that conformity of a product, process or service to normative documents be indicated, irrespective of the sector involved. The supplier may then declare under his/her responsibility the conformity to normative documents.

2 Definitions

For the purposes of this Guide, the following definitions contained in ISO/IEC Guide 2:1996, *Standardization and related activities — General vocabulary*, apply, except that an additional informative note (note 1) has been added to definition 2.4.

2.1 normative document: Document that provides rules, guidelines or characteristics for activities or their results.

NOTES

1 The term "normative document" is a generic term that covers such documents as standards, technical specifications, codes of practice and regulations.

2 A document is to be understood as any medium with information recorded on or in it.

3 The terms for different kinds of normative documents are defined considering the document and its content as a single entity.

2.2 standard: Document, established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context.

NOTE — Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

2.3 assurance of conformity: Activity resulting in a statement giving confidence that a product, process or service fulfils specified requirements.

NOTE — For a product, the statement may be in the form of a document, a label or other equivalent means. It may also be printed in or applied on a communication, a catalogue, an invoice, a user instructions manual, etc. relating to the product.

2.4 supplier's declaration: Procedure by which a supplier gives written assurance that a product, process or service conforms to specified requirements.

NOTES

1 The supplier is the party that supplies the product, process or service and may be a manufacturer, distributor, importer, assembler, service organization, etc.

2 In order to avoid any confusion, the expression "self-certification" should not be used.

3 Objective of the declaration

The objective of the declaration is to give assurance that the product, process or service concerned is in conformity with those normative documents to which the declaration refers, and to make clear who is responsible for that conformity.

4 General requirements

The supplier shall be responsible for the characteristics of the products, processes or services covered by the normative documents to which the declaration refers.

The declaration shall be based on testing or assessment by a first, second or third party.

The supplier has the option of indicating in the declaration whether, for example, an accredited laboratory and/or other conformity assessment activities or