



**LOW VOLTAGE AGREEMENT  
GROUP (LOVAG)**

**AGREEMENT**

**March 2004**

# LOW VOLTAGE AGREEMENT GROUP (LOVAG)

## AGREEMENT

### CONTENTS

REFERENCE	SECTION	ISSUE	DATE
LOVAG M-1	Low Voltage Agreement Group (LOVAG) Agreement	7	March 2004
ANNEX A	List of Signatories	7	March 2004
LOVAG M-2	Assessment and Recognition of Signatories to the Low Voltage Agreement Group (LOVAG) Agreement	8	September 2003
LOVAG M-3	Addendum to LOVAG Agreement - Insurance	4	September 2003
LOVAG M-4	Addendum to LOVAG Agreement - Supervised Testing	3	March 2004
LOVAG M-5	Low Voltage Agreement Group - Objectives, Principles of Operation and Membership Requirements.	8	March 2004
0009	EOTC Certificate of Registration		23 <sup>rd</sup> October 2000

## **LOW-VOLTAGE AGREEMENT GROUP (LOVAG)** **AGREEMENT**

### **INTRODUCTION**

The LOVAG Agreement shall promote the issue of LOVAG Certificates that are reliable and useful documents for users of low voltage industrial and similar equipment by:

- 1) the uniform interpretation of recognised standards.
- 2) the harmonised presentation of test results.
- 3) ensuring the technical and organisational competence of signatories.
- 4) the issue of Certificates of Conformity.
- 5) the issue of full Product Certificates or similar documents including a labelling scheme where required by the market.

The different CENELEC Agreements dealing with certification in existence or under discussion will not be affected by this agreement.

### **1. GENERAL**

- 1.1 On the basis of the Memorandum of Understanding setting up the European Organisation for Conformity assessment (EOTC) the national bodies issuing certificates for low voltage industrial and similar equipment (including commercial and public buildings equipment), published as “Scope of standard for use by LOVAG” at the LOVAG website have agreed to the following provisions.

The Agreement shall facilitate trade between European Union, EFTA and other countries and in particular would operate in conformity with the relevant stipulations of the Low Voltage Directive and other relevant EEC Directives such as Electromagnetic Compatibility Directive, Construction Products Directive etc. as far as they are applicable without unnecessary repetition of tests.

Accordingly the manufacturer will be able to apply to one of the signatory bodies in Annex A for a LOVAG Certificate for his equipment.

- 1.2 A LOVAG Certificate is a certificate of conformity issued by one of the signatory bodies under the LOVAG mutual recognition agreement between the signatories listed in Annex A. A Certificate may only be issued to a manufacturer or responsible vendor.
- 1.3 This agreement applies to low voltage industrial and similar equipment falling under the scope of the Low Voltage Directive of the EEC in accordance with the list of standards accepted by LOVAG. The list of standards may also contain other equipment as well as aspects other than safety within the competence of the bodies that are signatories to it.

Note:

For the purposes of this Agreement, the term 'harmonised standard' denotes a national standard conforming to the European Standard (EN) or Harmonisation Document (HD) of CENELEC or suitable IEC Standards.

- 1.4 The purpose of this agreement is to avoid duplicate testing when the equipment is electrically, mechanically and otherwise fully in conformity with the specimen to which the LOVAG Certificate applies.
- 1.5 LOVAG is free to extend the Agreement to equipment for which no harmonised standards are as yet available.
- 1.6 The bodies declare that they will assist each other in checking that correct use is made of their LOVAG Certificate.
- 1.7 Problems arising from the application of this Agreement will be referred for resolution to the LOVAG Management Committee.
- 1.8 The provision of this Agreement do not prejudice the operation of other schemes to which any of the bodies are participants.
- 1.9 Manufacturers and other groups concerned will be regularly informed about the operation of this Agreement by LOVAG through their signatory body.

## **2. LOVAG CERTIFICATES**

- 2.1 Signatories to this LOVAG Agreement pledge that when testing for certification to a listed standard they will only test in accordance with the agreed application of the standard as given in LOVAG Test Instructions.
- 2.2 Signatories to this LOVAG Agreement further pledge to introduce all LOVAG Test Instructions when officially agreed and published and to remove any conflicting Instructions.
- 2.3 Each signatory body issuing a LOVAG Certificate is responsible for the validity and contents of the Certificate.

## **3. MUTUAL CONFIDENCE**

- 3.1 The signatories shall operate among themselves under the supervision of the LOVAG Management Committee activities to maintain mutual confidence, such as mutual assessment and comparative tests, according to guidelines given in recognised international documents and by the LOVAG Management Committee. These activities shall be planned and followed up by the LOVAG Management Committee.

**4. VALIDITY**


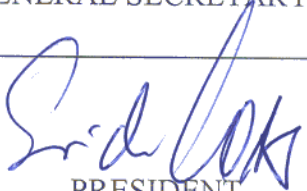




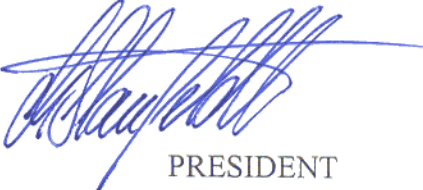
- 4.1 This Agreement is operated by the bodies listed in the annex.
- 4.2 A body may withdraw from the Agreement by notifying all bodies twelve months before the end of adherence.
- 4.3 The operation of this Agreement can be suspended for a stated period for a signatory who violates the LOVAG Agreement or conducts his part of the operations in an unsatisfactory way. Such a suspension shall be agreed by all the other signatories and formally recorded.

**5. OBJECTIVES, PRINCIPLES OF OPERATION AND MEMBERSHIP REQUIREMENTS**

- 5.1 The Management Committee of LOVAG shall produce and maintain a document Objectives, Principles of Operation and Membership Requirements and this shall form part of the Agreement.

This confirms our agreement to the 2004 version of the LOVAG Agreement circulated in March 2004 .

LIST OF SIGNATORIES

CERTIFICATION BODY	SIGNATURE TO AGREEMENT
<p>ACAIE Associazione per la Certificazione, delle Apparecchiature Elettriche, Via Tito Livio 5 I-24123 Bergamo ITALY.</p>	 GENERAL SECRETARY
<p>ALPHA Gesellschaft zur Prüfung und Zertifizierung von Niederspannungsgeräten e.V. Stresemannallee 19 D-60596 Frankfurt am Main GERMANY.</p>	 PRESIDENT  DIRECTOR
<p>ASEFA ASEFA 33, Avenue du General Leclerc 92260 Fontenay aux Roses FRANCE.</p>	 PRESIDENT
<p>APPLUS+ Certification Technological Centre Campus UAB E-08193 Bellaterra, BARCELONA SPAIN.</p>	 GENERAL MANAGER
<p>CEBEC CEBEC scrl Avenue F. Van Kalken 9A, 1070 - Brussel, BELGIUM.</p>	 DIRECTOR
<p>Intertek Semko AB  P.O. Box 1103 SE 16422 KISTA SWEDEN</p>	 PRESIDENT

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**ASSESSMENT AND RECOGNITION OF SIGNATORIES TO  
THE LOW VOLTAGE AGREEMENT GROUP (LOVAG)  
AGREEMENT**

**0. OBJECTIVE**

The purpose of this document is to specify the criteria and conditions which a Certification Body (and its own or employed testing laboratories) must satisfy before signing the Low Voltage Agreement Group (LOVAG) Agreement.

**1. BASIC DOCUMENTS**

The assessment and recognition of signatories to the Low Voltage Agreement Group (LOVAG) Agreement is based on valid standards from ISO/IEC 17000 series to be inserted the following documents

ISO/IEC 17025 General requirements for the competence of testing and calibration laboratories.

EN 45002 General criteria for the assessment of testing laboratories.

EN 45003 General criteria for laboratory Accreditation Bodies

EN 45011 General requirements for bodies operating product certification systems. (ISO/IEC Guide 65)

**2. GOVERNING BOARD AND ADMINISTRATION OF THE LOVAG OPERATION**

- 2.1 The functions of a Signatory body are assessed by the Low Voltage Agreement Group (LOVAG) Management Committee which is the governing board for the LOVAG Agreement.
- 2.2 The LOVAG Technical Committee produces LOVAG Instructions to harmonise the activities of the signatories which are submitted to the LOVAG Management Committee for approval before they are issued.

**3. FUNDAMENTAL REQUIREMENTS**

- 3.1 The LOVAG Agreement is signed and operated by Certification Bodies that shall conform to EN 45011.
- 3.2 The candidate Certification Body shall operate a well-established certification scheme of its own for a number of categories of equipment covered by the LOVAG Agreement and shall have a structure that permits the choosing of members of its governing board from among those interests involved in the process of certification without any single interest predominating. A structure that safeguards impartiality and enables participation from all parties concerned, regarding the content and functioning of a certification system will be deemed to satisfy this criterion.

- 3.3 When the Certification Body runs its own testing laboratories, they shall conform to ISO/IEC 17025.
- 3.4 Where testing is carried out on behalf of the Certification Body by external laboratories, the Certification Body shall ensure that these laboratories conform to ISO/IEC 17025.

#### **4. APPLICATION**

- 4.1 A candidate Certification Body shall make application to the Secretariat of LOVAG who informs the Chairman of the LOVAG Management Committee. In the same way extensions of the number of testing laboratories or the scope thereof shall be handled.
- 4.2 In its application, the Certification Body shall provide evidence that it complies with EN 45011.
- 4.3 For testing laboratories, whether own or external, the Certification Body shall provide evidence in its application that they comply with to ISO/IEC 17025
- 4.4 The Certification Body and its laboratories shall be located in signatory countries. The use of a laboratory outside the signatory countries may be decided by the Management Committee on a case by case basis.

#### **5. ASSESSMENT**

- 5.1 When an application has been received in accordance with clause 4 the Secretariat of LOVAG will propose an assessment team of experts which shall be confirmed by the LOVAG Management Committee. The assessment team shall make a full and complete assessment of the applicant in accordance with the procedures laid down in EN 45002 to ensure that the applicant complies with all the relevant parts of EN 45000 and the LOVAG rules and procedures.
- 5.2 The assessment team will assess, beside what is required by this LOVAG Agreement whether or not the Certification body complies with EN 45011.
- 5.3 The assessment team shall take into account any national accreditation that may have been obtained.
- 5.4 The findings of the assessment team will be reported to the LOVAG Management Committee who may agree that
  - The Certification Body should become a signatory to the LOVAG Agreement
  - own or employed testing laboratory or laboratories should be recognised.

- 5.5 After signing the LOVAG Agreement, for each new signatory there shall be a period during which his competence and integrity is confirmed by witnessing testing and reviewing certificates in a sufficient number of cases by a monitor appointed by the LOVAG Management Committee. The number of cases for each new signatory shall be fixed by the LOVAG Management Committee.

## **6. BUILDING OF MUTUAL CONFIDENCE**

- 6.1 In order to build and to maintain mutual confidence between the signatories including their own or employed testing laboratories the relevant provisions of ISO/IEC 17025, EN 45002 and EN 45011 shall be implemented.
- 6.2 Consultations between officers of relevant bodies or laboratories shall be held in cases of different results or interpretations which are found during the certification process by means of LOVAG Working Groups. Matters of principle emerging from such consultations shall be brought to the attention of the signatories via the LOVAG Management Committee.
- 6.3 At intervals of no more than two years following the rules for accreditation and IAF/ILAC, the recognised Certification Bodies and testing laboratories shall provide evidence that each of them complies with the relevant provisions of ISO/IEC 17025, EN 45002 and EN 45011. The LOVAG Management Committee shall consider whether the shown evidences are satisfactory or whether an assessment team shall be established to check the compliance with the relevant provisions. The findings shall be reported to the LOVAG Management Committee with the recommendation for extending or suspending the recognition. At intervals of no more than four years a Peers' re-assessment of each signatory certification body shall be made and the findings reported to the LOVAG Management Committee with the recommendation for extending or suspending the recognition.

## **7. INSURANCE**

- 7.1 All signatory bodies shall hold adequate professional indemnity insurance.

## **ADDENDUM TO LOVAG AGREEMENT**

### **INSURANCE**

1. All bodies operating this Agreement shall have in effect insurance cover provide by an insurance company of good repute and adequate financial standing which provides an indemnity to them in respect of claims made against them arising of or, in any way, related to their acts or omissions occurring whilst operating the Agreement.
2. The insurance cover shall be for an amount not less than 2.000.000 EUR total aggregate indemnity in any period of one year or its equivalent and the indemnity shall extend to claims made in all countries having bodies and/or laboratories operating this Agreement.
3. Each member body able to sign the Addendum will submit to the LOVAG Management Committee a certificate, in the format of the specimen certificate appended to this addendum, confirming that insurance cover is held in accordance with the requirements of the Addendum.

Where such indemnity is provided to a body by its government then satisfactory evidence of its existence should be provided by a Government source.

### **JURISDICTION**

1. In the event of legal proceedings being issued against one signatory body at any time in the courts of any of the Countries of the signatory bodies to the LOVAG Agreement, the other signatory bodies agree that they will submit to the jurisdiction of the courts of that Country.

**CERTIFICATE OF INSURANCE COVER HELD**  
**IN ACCORDANCE WITH ADDENDUM TO LOVAG AGREEMENT**

We hereby certify that.....(the Insured) has in force an insurance policy issued by..... (the Insurer) under which the Insurer will:

1. indemnify the Insured in respect of any sum or sums which the Insured may become legally liable to pay as damages (and claimant's costs relating thereto) for breach of professional duty as a result of any claim or claims wherever made within the LOVAG group of countries upon the insured during the period of insurance arising out or in any way related to the Insured's acts, errors or omissions wherever the same was or is alleged to have been committed whilst operating under the LOVAG Agreement of 1991 as from time to time amended.
  
2. pay, in addition, the cost and expenses incurred with the Insurer's written consent relating to the defence and/or settlement of claims to the limits specified in the Schedule.

We further certify that we will maintain such policy in force at all material times and will give notice of any cancellation to the LOVAG Management Committee.

Schedule

Limit of indemnity - 2 million EUR total aggregate indemnity in any period of one year.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signatory Body: \_\_\_\_\_

## ADDENDUM TO LOVAG AGREEMENT SUPERVISED TESTING

The Certification Bodies listed in Annex A to the LOVAG Agreement have agreed to operate a system of Supervised Testing to obtain a LOVAG Certificate, operating on the following principles:

1. There shall be evidence that the Certification Body (CB) has determined that the test laboratories be established and operated to its satisfaction in accordance with ISO/IEC 17025. There shall be ongoing verification of compliance with these requirements.
2. Test results obtained must be for a sample representative of production.
3. Upon initiation of Supervised Testing, tests shall be witnessed by the Certification Body and there shall be a random ongoing witnessing of testing by the Certification body.
4. The laboratory shall propose to the CB at least one person called observer, belonging to the technical management (see ISO/IEC 17025 §4.1.5.h), who will have the following duties in the testing and certification process:
  - to ensure the LOVAG rules are fulfilled
  - to ensure that all test instruments used are calibrated
  - to inform immediately the CB of any event during the test for the applied certification which may have an impact on the certification ( failure of the test equipment, non-conformity of the product...) and thus requires a decision of the CB.
  - to ensure that the documentation is done in a correct manner and in accordance to the LOVAG rules
  - to act as the contact person answerable to the CB

The duties will be formalized in a contract between the laboratory, the CB, and the Observer.

5. The Certification Body shall reserve the right to witness the repeat of any test prior to the issuing of a LOVAG Certificate.

**LOW VOLTAGE AGREEMENT**  
**OBJECTIVES PRINCIPLES OF OPERATION**  
**AND MEMBERSHIP REQUIREMENTS**

**1. SCOPE:**

The Low Voltage Agreement Group (LOVAG) provides a forum for the international collaboration between certification bodies and its intention is to maintain as an agreement group in EOTC and to gain a worldwide reputation as a competent Agreement Group in the area of low voltage industrial equipment.

The basic aim is the harmonised application of European Norm (EN's), harmonised Documents (HD's) and IEC Standards to the type testing and certification of electrical equipment for low voltage industrial and similar applications, within the scope of the Low Voltage Directive and any other relevant directives. Products covered are listed in Scope of standards published at the LOVAG website.

LOVAG's main purpose as an Agreement Group shall be for the mutual recognition of the test reports and/or certificates of conformity by its signatories.

LOVAG shall be self funding.

**2. DEFINITIONS**

- 2.1 LOVAG Agreement Group means the Signatory Bodies to the LOVAG Agreement.
- 2.2 Management Committee means the Management Committee of LOVAG.
- 2.3 LOVAG Instruction means a document issued by LOVAG which defines the technical and administrative procedures for performing and recording a test to a given standard so as to ensure reproducibility.

**3. OBJECTIVES:**

The objectives to which the members of LOVAG have agreed are:

- 3.1 The uniform interpretation of European Norm, harmonisation Documents and IEC Standards for the testing of electrical equipment for use by suitably instructed people, by the preparation of LOVAG Instructions. A list of those standards is given at "Scope of equipment standard for use by LOVAG" at the LOVAG website
- 3.2 The uniform presentation of test results and data in the different documents issued by each testing organisation and the conditions on which each document can be issued.

- 3.3 The adoption of a uniform front sheet for the Certificates issued by and under the responsibility of individual Signatory Bodies, indicating that verification tests have been performed in accordance with the agreed interpretations of the appropriate standard and relevant LOVAG Instruction.
- 3.4 The harmonisation of measuring techniques and methods to be used when performing the type tests specified in the Standards.
- 3.5 Members of LOVAG shall be Certification Bodies; They should have the support of the manufacturers and users in their respective countries.
- 3.6 The promotion of similar organisations to the current signatories to the LOVAG Agreement in other countries.
- 3.7 Certification Bodies shall be required to demonstrate that their procedures meet the requirements of EN 45011.
- 3.8 Testing laboratories shall be required to show compliance with EN ISO/IEC 17025 and be able to demonstrate this compliance by an acceptable national accreditation scheme meeting the requirements of EN 45002 and EN 45003

Where an acceptable national accreditation scheme does not exist in the country of the applicant body an assessment will be made using the requirements of EN 45002 and EN 45003 by an assessment team appointed by the LOVAG Management Committee.

Where a testing laboratory is located outside of EU or EFTA countries an assessment will be made by a national accreditation body of the signatory country where the laboratory is registered or by an assessment team appointed by the LOVAG Management Committee.

The applicant would be responsible for all the costs incurred in the assessment.

- 3.9 Testing laboratories shall use LOVAG Test Instructions and LOVAG Test Report Forms.

#### **4. CERTIFICATES**

- 4.1 LOVAG as a collaboration does not itself issue certificates. Each certification body issuing a Test Certificate is responsible for the validity and contents of the Certificate.
- 4.2 LOVAG Members pledge that when testing for certification to a standard they will only test in accordance with the agreed interpretation of the standard as given in the LOVAG Instruction.
- 4.3 A LOVAG Certificate is a Certificate of conformity issued by one of the signatories under the LOVAG mutual recognition agreement between the signatories listed in the annex to the Agreement.

## **5. LOVAG TEST INSTRUCTIONS**

- 5.1 Members of LOVAG have agreed to cooperate in the preparation of instructions to provide harmonised interpretations of European Norms, Harmonisation Documents and IEC Standards as appropriate.
- 5.2 LOVAG Test Instructions will be published and made available to Signatories to the LOVAG Agreement. The dissemination of the instructions in a country shall be the responsibility of the signatory bodies.
- 5.3 Wherever appropriate LOVAG Test Instructions will be made available to the appropriate national, European and international bodies for consideration.
- 5.4 LOVAG Test Instructions will be revised when necessary particularly to reflect changes in Standards.
- 5.5 When LOVAG Test Instructions are agreed and published signatory bodies shall withdraw any conflicting Local Test Instructions and replace them with the LOVAG Test Instructions.

## **6. GENERAL PROCEDURES**

- 6.1 The affairs of LOVAG are directed and controlled by a Management Committee. Each signatory body may have more than one nominated member to the committee representing manufacturer interests, user interests and the certification bodies. Each signatory has one vote. Decisions at Management Committee meetings on general policy, publication of LOVAG Instructions and the acceptance of new members should be unanimous but where a vote is necessary, a two-thirds majority of votes of all signatories is sufficient..

A Chairperson and a vice chairperson of the LOVAG Management Committee shall be elected by the Management Committee. Candidates for chairperson and vice chairperson shall be proposed and seconded at a full meeting of Management Committee and shall be from different countries.

Where there is more than one candidate for chairperson or vice chairperson they shall be elected by a simple majority each member country having one vote.

The Chairperson and vice chairperson shall serve for three years and the vice chairperson would normally be elected chairperson for the subsequent three years and a new vice chairperson elected.

The Chairperson will be neutral in his conduct of committee meetings and will not normally be involved unless the chairperson is the only nominated member representing his member country when he shall be able to vote on all matters before the meeting.

It is essential that all matters relevant to LOVAG are brought to the attention of the Management Committee for voting during a full meeting. On rare occasions where it is obvious that there is insufficient time to convene a full meeting and the chairperson is

convinced it is in the interests of LOVAG to do so, the chairperson may decide on issues in consultations with the members and with the secretary. Management Committee members shall be informed of such decisions immediately and such decisions shall be confirmed or otherwise at the next meeting of the Management Committee.

Full minutes of all Management Committee meetings shall be taken by the secretary and circulated to all nominated members within three weeks of the meeting.

- 6.2 The Management Committee is responsible for the maintenance of the terms of the LOVAG Agreement. It shall strive for decision by consensus but where a vote is necessary, a two-thirds majority of votes of all signatories is sufficient.
- 6.3 LOVAG Instructions are prepared by LOVAG Technical Committee and comprising experts designated by the signatory bodies with a Chairman appointed by the Technical Committee, too. Each LOVAG Certification Body has the right to representation on Technical Committee. LOVAG Instructions must be approved by the Technical Committee.  
The overall programme of work of the Technical Committee is decided by the Management Committee.
- 6.4 LOVAG is not established for commercial reasons.
- 6.5 Members of LOVAG will inform customers and users of the agreed Objectives, Principles of Operation and Membership Requirements of LOVAG.
- 6.6 No Members of LOVAG shall make any public statement or issue printed publicity on the affairs of LOVAG in relation to matters not approved by the Management Committee. If a short term statement is necessary the chairman has to circulate the statement to all members asking for comments within one week. No answer within a week, can be taken as approval.
- 6.7 If the situation arises that more than two signatories are registered in the same country, article 6.1 should be reviewed and a clear regulation should be fixed to prevent dominance of one country within LOVAG.