



The Certification Process – Step by Step

Background Information

If you are contemplating obtaining hazardous area certification for your product for the first time the whole process can seem quite daunting. This data sheet aims to show you, very simply, the procedure involved from first contact with **QS Zurich AG** to the day you receive your certification documents.

Required Actions

1. Contact **QS Zurich AG** for an initial discussion about your product. (see typical questions in the panel on the right)
2. Depending upon the type of product and your intended market we will assign an appropriate engineer to deal with your enquiry. (*)
3. The engineer will then ask you to complete an application form and provide drawings and any other documents needed in order to estimate the costs involved.
4. Once the engineer has sufficient information you will receive a formal quotation for the work.
5. If you decide to proceed you will be asked to fill in a registration form providing technical and financial contact details and confirming your agreement to our terms and conditions.
6. You will receive an invoice at this point which may be for payment in stages depending on the cost and likely timescale for the project.
7. The engineer will then ask you to provide all the necessary documentation and also to supply any samples needed for testing.
8. Testing will commence and the engineer will also begin a detailed analysis of the documentation to ensure it fully demonstrates compliance with the appropriate standards.
9. After the document review you may have to make changes to some of the drawings and other documentation.
10. Assuming successful completion of the testing and document review the engineer will complete the appropriate report and certificate.
11. After you have received the certificate if you make any changes to the product you need to contact us to make sure these changes do not affect the certification. If they do supplementary certification will be necessary.

(*) Depending on the type of certificate you need and the hazardous area in which your product will be used you might also need an assessment of your quality system and manufacturing facility. This will be explained at this time and if required this process will take place simultaneously with the certification. Separate information on how to obtain QA Notification is included in our QA Services Guide available at www.quality-service.ch

Can you answer...?

- *Into which countries will you sell your product?*
- *In what hazardous zones will it be used?*
- *What gas group do you need?*
- *What temperature classification do you require?*
- *Does your product include any certified components?*

Don't worry if you can't answer all of the questions above immediately but these are the sort of things we need to know in the initial stages. You might need to speak to your customer to answer some of the points.

