



PM 101E
April 2011

Guideline for the
Testing and Certification Procedure
of the VDE Testing and Certification Institute
(VDE Institute)

(For information purpose only. In any case the German version shall prevail.)



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1 Principles of the Testing and Certification Procedures of VDE Institute

- 1.1** The „Testing and Certification Procedures of VDE Institute“ constitute the entirety of all testing activities, administrative measures and confirmations pertaining thereto, which VDE Institute performs in order to execute and fulfill its statutory duties.
- 1.2** The Testing and Certification Procedures of VDE Institute primarily comprise:
- a) Testing and Certification of technical products, mainly electrotechnical components, appliances, integral product systems, machinery and plants (hereinafter referred to as products) on the basis of EU Directives and their implementation in accordance with national law, VDE regulations in terms of VDE 0022 or other generally recognized technical rules. These comprise for example ratified European standards (EN) and Harmonization Documents (HD) of CENELEC as well as IEC, ISO and ANSI publications.
 - b) Certification by granting VDE Mark Approvals, VDE registration numbers and VDE certificates as well as other proof of conformity in case of correlation (conformity) with VDE regulations or other generally recognized technical rules.
 - c) The assessment and certification of management systems on the basis of pertinent legal and normative rules and regulations as well as other provisions.
 - d) Factory inspections and surveillance of certified products as to their conformance with testing rules and standards.
 - e) Execution of testing, inspections and surveillance based upon specific case-by-case agreements.
 - f) Participation in international (global), regional (European) and national (German and foreign) certification systems.

2 Application Scope of the Testing and Certification Procedures of VDE Institute

The Testing and Certification Procedures of VDE Institute amongst other things comprises:

- a) Safety testing regarding electrical, mechanical, thermal, chemical, toxic, radiological and other potential hazards,
- b) Testing of electromagnetic compatibility (EMC) and the effects of electromagnetic fields (EMF),
- c) Testing of energy efficiency and environmental compatibility,
- d) Measuring of acoustics and noise emission,
- e) Usability testing,
- f) Evaluation of conformity to directives,
- g) Assessment and certification of management systems,
- h) Factory inspections,
- i) Inspection during product development, procurement, manufacturing and pre-shipment,
- j) Document review and verification,
- k) Providing expert/ advisory opinions and test reports for information purposes,
- l) Expert opinions on standards and other technical rules, regulations and legal provisions.

3 Execution of the Testing and Certification Procedures of VDE Institute

- 3.1** VDE Institute as an independent neutral body is devoid of any commercial or other dependencies. It fulfills all the criteria of a recognized/notified body as stipulated by the relevant EU directives and regulations.
- 3.2** The operating principles of VDE Institute are specified in the Testing and Certification Procedures (PM 102). The PM 102 is published on the internet under <http://www.VDE-institut.com/PM102>.
- 3.3** VDE Institute does not give any suggestions for the design of products or the remedy of defects.
- 3.4** In order to preserve the independence of VDE Institute with regards to its testing, certification and inspection activities and to ensure its integrity at all organizational levels, neither the executive board of VDE Verband der Elektrotechnik Elektronik Informationstechnik e.V. (hereinafter referred to as VDE e.V.) representing the sole shareholder of VDE Institute, nor the Board of Managing directors, nor the Advisory Board nor the Permanent Technical Committee of VDE Institute and other committees of VDE e.V. or VDE Institute or individual members will exert any influence on VDE Institute's specific testing, certification and inspection results.
- 3.5** In order to preserve its impartiality, VDE Institute will calculate the costs for the execution of the testing and certification for its customers and certificate holders in accordance with the up-to-date Schedule of Prices and Services (PM 103).

4 Permanent Technical Committee of VDE Institute

- 4.1** The Permanent Technical Committee acts as a counsel to VDE Institute with respect to scientific and technical matters on the basis of the results from the ongoing testing and certification activities; it makes recommendations as to the preparation, publication and interpretation of VDE's standards works. It further protects the impartiality of the certification body by its active participation in establishing principle rules for the scope and methodology of the certification system.
- 4.2** The members of the Permanent Technical Committee are nominated by the Executive Board of Directors of VDE e.V. The committee is constituted of those interested parties which are chiefly affected by the work of VDE Institute.

5 Conformity Marks of the Testing and Certification Procedures of VDE Institute

5.1 VDE Approval Marks

The signs of all VDE Mark Approvals on testing and certification of VDE Institute are stipulated in the PM 045. The marks may be used with VDE Institute's approval only.

5.2 Protection of VDE's Approval Marks

- 5.2.1** The signs are, in accordance with VDE Institute's PM 045, nationally and internationally protected trademarks for products and services as well as the collective trademark (of the association) or marks of the services rendered.
- 5.2.2** VDE e.V. has granted VDE Institute the contractual right to use its mark in accordance with PM 045 or to pass on the right of use to third parties as VDE Institute deems fit.
- 5.2.3** In the instance of a breach of trademark right, VDE Institute is entitled to take legal action against third parties in its own name. This applies especially where the infringement of trademark rights lies within VDE Institute's business scope.

5.3 Protection of Texts Containing the letters VDE

- 5.3.1** The mark designation as well as its combination with the "VDE" logo are nationally and internationally protected trademarks of VDE e.V.
- 5.3.2** VDE Institute is contractually entitled by VDE e.V. to both use the mark designation as well as its combination with the logo or grant the right of use to a third party.
- 5.3.3** Once VDE Institute has granted written authorization for a third party to use its signs and marks as stipulated by the PM 045, such products may be referred to as „tested in accordance with VDE“, „tested by VDE“, „VDE tested“, „VDE compliant“, „VDE compatible“ or in a similar manner.
- 5.3.4** In the instance that VDE Institute has not granted the authorization to use the signs and marks as stipulated by the PM 045, such products may not be referred to as „tested in accordance with VDE“, „tested by VDE“, „VDE tested“, „VDE compliant“, „VDE compatible“ or in a similar manner. It is, however, possible to declare a product to be conformant with a VDE standard, indicating the relevant VDE classification, e.g. "VDE 0570-1".
- 5.3.5** In the instance of a breach of trademark right, VDE Institute is entitled to take legal action against third parties in its own name. This applies especially where the infringement of trademark rights lies within VDE Institute's business scope.

6 Legal Validity

The PM 101E becomes effective on 1st April 2011.

