



JIS Mark Scheme

Guideline of JIS Certification

Upon the acquisition of JIS certification, the following procedures and practices are necessary. Since we would like you to agree on some matters prior to your application, please read this guideline and the “Memorandum of Understanding” specified in the application form as well.

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Japan Quality Assurance Organization
JIS Certification Department



I. Introduction

- Japan Quality Assurance Organization (hereinafter referred to as “JQA”) is a legal entity that was established as an incorporated foundation in 1957, based on the Article 34 of the Civil Law of that time, and changed to a general incorporated foundation in accordance with the “three laws related to the reform of the public interest corporation system” later on April 1/ 2011.
- JQA is operated with operating revenues derived mainly from service charges and it conducts business as a third-party body for testing , audit and certification while ensuring fairness and neutrality.
- JQA has been accredited by the minister as a certification body based on the Industrial Standardization Law and conducts certification operations at the following office.

Japan Quality Assurance Organization
JIS Certification Department
1-25 Kandasudacho, Chiyoda-ku,
Tokyo 101-8555 JAPAN

II. Scope of Certification

- Products and processing technologies that JQA is allowed to certify are within the scope of the JIS Standards (Japanese Industrial Standards) authorized at the time of being accredited as a certification body based on the Industrial Standardization Law. Please refer to the Appendix 1 “JQA’s Scope of Certification” for the details. Product Testings are conducted at the JQA’s testing laboratory or JQA’s subcontracted testing laboratory which has concluded a contract with JQA (in the case that a contract has been concluded), or the testing facility of the Applicant, however, in some cases, the Testings cannot be conducted due to the product specification, equipment performance and such. In those cases, we might not accept your application for certification, therefore, please check with us in advance.

- Manufacturers, processors, importers and retailers, wholesaler of the products to which JIS being included within the scope of certification is applicable or manufacturers, processors and exporters who conduct these operations overseas are entitled to the application for certification.

- JQA is allowed to conduct certification operations in Japan and throughout the world, however, on the following cases, we might turn down or withhold the acceptance of the application and operations such as audits;
 - (1) When the Applicant failed to settle the debt on JQA (including charges and costs for certification and maintaining certification) by the due date of the payments.
 - (2) When the Ministry of Foreign Affairs has issued traveling-related information (regarding such as dangers and infectious disease warnings) on the region where the factory for the application is located.
 - (3) In other cases where JQA determines that there is a reasonable reason.

III. Abbreviation and Registered Trademark of JQA As An Accredited Certification Body

- The Licensee is allowed to use an abbreviation “JQ” or the following registered trademark in place of “Japan Quality Assurance Organization”, which is the name of the accredited certification body, represented near the JIS Mark. The usage of abbreviation or registered trademark is stipulated in the Certification Agreement.

The logo for JQA (Japan Quality Assurance Organization) is displayed in a bold, blue, sans-serif font. The letters 'J', 'Q', and 'A' are connected, with the 'Q' having a small tail that extends into the 'A'.

IV. Certification Number

➤ The rules of certification number are as follows;

1) General certification: Sample) JQ0316001

JQ 03 16 001

(1) (2) (3) (4)

2) Lot certification: Sample) JQLT0316001

JQ LT 03 16 001

(1) (5) (2) (3) (4)

➤ The numbers represent the following meanings and rules;

(1): Identifies an accredited certification body (JQA)

(2): <Registered as Ministry of Economy, Trade and Industry>

The cord of the Bureau of Economy, Trade and Industry governing the location of the internal Licensee or the code of country where the Licensee is located overseas (2-digit-code in JISX0304)

<Registered as Ministry of Land, Infrastructure, Transport and Tourism>

“JP” is displayed (for only internal licensee).

(3): 2-digit-code representing the year of certification

(4): 3-digit-code representing the numbers of certification obtained throughout the current fiscal year by locations

(5): Identification symbol for lot certification

Sample 1) shows that JQA certified the code of Ministry of Economy, Trade and Industry to the applicant within the jurisdiction of the Kanto Bureau of Economic in the first fiscal year of 2016.

➤ The code of the Bureau of Economy, Trade and Industry governing the location of the Licensee

Code	Name of authority	Governing area
01	Hokkaido Bureau	Hokkaido
02	Tohoku Bureau	Aomori, Iwate, Miyagi, Akita, Yamagata, Fukushima
03	Kanto Bureau	Ibaraki, Tochigi, Gunma, Saitama, Chiba, Tokyo, Kanagawa, Niigata, Yamanashi, Nagano, Shizuoka
04	Chubu Bureau	Toyama, Ishikawa, Gifu, Aichi, Mie
05	Kinki Bureau	Fukui, Shiga, Kyoto, Osaka, Hyogo, Nara, Wakayama
06	Chugoku Bureau	Tottori, Shimane, Okayama, Hiroshima, Yamaguchi
07	Shikoku Bureau	Tokushima, Kagawa, Ehime, Kochi
08	Kyushu Bureau	Fukuoka, Saga, Nagasaki, Kumamoto, Oita, Miyazaki, Kagoshima
09	Okinawa General Office	Okinawa

V. Personnel Competency (1/2).

- On the practice of JIS certification operations, JQA has been making efforts for maintaining and improving the quality of JIS Certification operations and confidence on the JIS Mark Scheme by arranging, educating and offering necessary trainings to competent personnel for JIS Certification operations.
- JQA has specified the procedures of qualification for appointing the following personnel necessary for performing JIS Certification operations. The classification of the personnel for JIS Certification operations and the scope of operations of the personnel are specified as follows;
 - 1) JIS Audit planner
Planning and arrangement of the schedule for the factory audit, 17025 investigation, sampling and product testing based on application.
 - 2) JIS Auditor
Conducts Paper Audit based on the “description paper of the condition of quality management”, etc. submitted by the Applicant and on-site Audit on the manufacturing factory relevant to certification and prepares the Factory Audit reports.
 - 3) JIS17025 Investigator
Investigates whether the testing site (where the testing will be or was conducted) conforms to the relevant requirements of JIS Q (ISO)17025 and those of JQA, and then prepares the 17025 Investigation reports.
 - 4) JIS Product Examiner
Witnesses the Testing conducted by an examiner of the Applicant for the products applied at the Applicant’s factory or operation site and prepares the Testing reports based on the witnessing results.
 - 5) JIS Certifier
Verifies the overall certification items and discusses the validity of certification in terms of certification process, revision status of JIS Standards, Product Testing report, reports of Factory Audit and such.
- JQA ensures the fairness and confidence of JIS Certification operations by complying with the provisions of “regulations on services, etc.” and preventing the actions that could lead to suspicions or distrusts of the third parties against our personnel.
- JQA assigns Auditors and personnel who have specialties in the field of the relevant products applied, when preparing the Audit Plan for implementation of JIS certification operations for the application. By assigning Auditors and personnel who are not concerned with the relevant company, we eliminate unreasonable influences and conduct equal and fair operations.
JQA does not assign Auditors and personnel who apply to the following cases.
 - 1) Belonged to the relevant company or the organization that was directly concerned with the company for the past two years.
 - 2) Conducted consultant business for the relevant company within the past two years.

V. Personnel Competency (2/2).

- The qualification criteria for the personnel of JQA are as follows:
- 1) JIS Auditor (excerpt)
 - (1) Working experience of auditing operations
 - More than four auditing experiences as an ISO9001 or JIS-related Auditor
 - (2) Knowledge on standardization and quality management
 - Attendance of the course of the subject on quality management at university/junior college/technical college or completion of the outside training course on quality management that continued for four days or more.
 - (3) Attendance of the training course on JIS Mark Scheme sponsored by JQA's JIS Certification Department
 - 2) JIS17025 Investigator
 - (1) Over three years of working experience of testing operations and more than two auditing experiences in the testing field
 - (2) Attendance of the training on JIS Q17025
 - (3) Attendance of the training course on JIS Mark Scheme sponsored by JQA's JIS Certification Department
 - 3) JIS Product Examiner
 - (1) Working experience of testing operations or inspecting experience of more than two JIS Notified Inspections
 - (2) Attendance of the training course on JIS Mark Scheme sponsored by JQA's JIS Certification Department
 - 4) JIS Certifier
 - (1) Over four years of working experience related to certification operations, testing operations or quality audit operations
 - (2) Attendance of the training course on JIS Mark Scheme sponsored by JQA's JIS Certification Department
 - (3) Holding a qualification as JIS Auditor, JIS 17025 Investigator or JIS Product Examiner.

VI. Procedures for Handling Disputes, Complaints and Objection Appeals

- JQA will sincerely respond based on the rules, when there are complaints from the Applicants and others on the overall certification, objection appeals against the judgment for certification, objection appeals against the request for corrective and preventive actions brought up from JQA to the Licensee, objection appeals against suspension of the use of JIS mark and cancellation of certification, or complaints and disputes raised from the other interested parties.

If you have any objection appeals, please bring them to JQA in writing within 45 days from the date on which the reason was identified. JQA will respond within three months from the date of receiving the appeal.

Contact information:

Japan Quality Assurance Organization
JIS Certification Department
1-25 Kandasudacho, Chiyoda-ku,
Tokyo 101-8555, JAPAN
TEL: +81-3-4560-5500 / FAX: +81-3-4560-5501

- Complaints, objection appeals and disputes are defined as follows;
 - 1) “Objection appeals” mean that Applicants represent in writing their objection against JQA’s decision with regard to certification and that the users of JQA’s JIS Certification operations show in writing their disagreement on the JQA’s decision with regard to the complaints they appealed.
 - 2) “Complaints” mean the dissatisfaction excluding objection appeals on JQA’s operations appealed to JQA and disagreement on the JQA’s decision with regard to the disputes on JQA’s operations appealed to JQA by the users. The handling procedures are specified in JQA internal rule.
 - 3) “Disputes” mean the dissatisfaction on the JQA’s operations appealed to JQA by the users of the operations. The handling procedures are conducted in the same manner as complaints handling.

VII. Rights and Duties of Applicants and Licensees

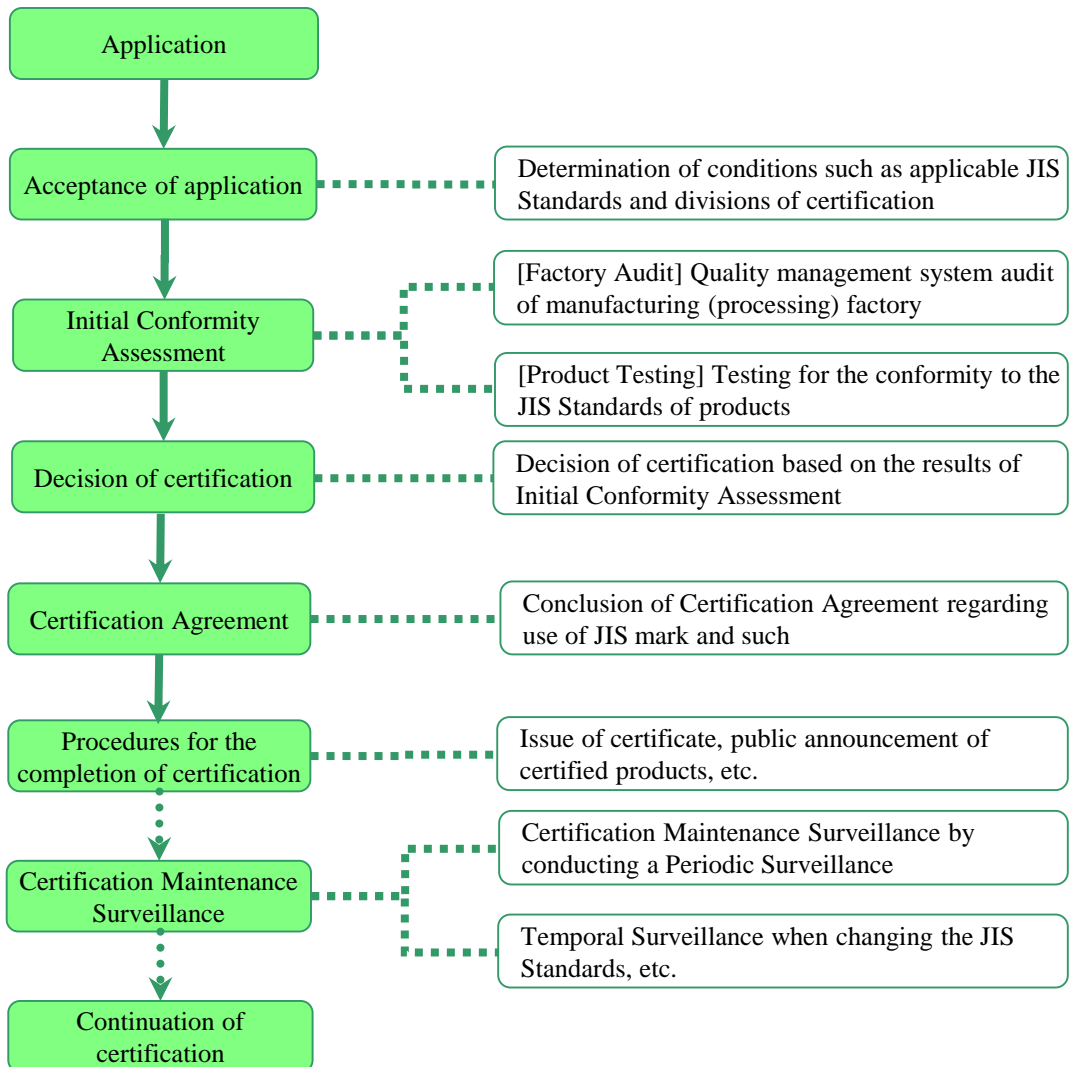
- Rights and duties of Applicants are described in the “Memorandum of Understanding for the Application for Certification under JIS Mark Scheme” in the application form. Please confirm it.
- We will ask you to conclude a Certification Agreement on the permission of the use with regard to marking of Certification Agreement (JIS Mark), JQA’s logo and such after our decision of certification.
- The Certification Agreement describes the rights and duties of a Licensee. Please refer to the Appendix 2 “Certification Agreement (format)” for the details.

VIII. Outline of Procedures Regarding Certification

1. JQA/ Basic Flow of JIS Certification
2. Application
3. Initial Factory Audit
4. Initial Product Testing
5. Certification Agreement
6. Issue of Certificate
7. Certification Maintenance Surveillance
8. Additions, Changes and Reductions of Certification
9. Temporary Suspension and Cancellation of Certification
10. Certification Costs

VIII-1. JQA/ Basic Flow of JIS Certification

1. JQA/ Basic flow of JIS certification



Procedures from the “acceptance of application for certification” to “issuance of a certificate” normally take three to four months. (However, this excludes the time consumed for corrective actions and such required by the Applicant’s side and the case in which Product Testing could last for a longer period.) In case of overseas factories, it usually takes about six months to acquire the certification.

VIII-2. Application (1/3)

2-1. Application form

- Followings are description items on the application
 - Applicant's name, representative's name, location and quality control manager's name
 - Name and location of manufacturing (processing) factory of the product for certification
 - Number and name of JIS Standards applicable to products
 - Name of products for certification
 - Range (Division) of certification
 - Information for the application representative
 - Information regarding the product testing
 - Specify "general certification" or "lot certification"
 - Attachments:
 - ✓ "Document describing the quality management implementation condition" of the manufacturing factory (Appendix 4) and explanatory materials
 - ✓ Explanatory materials of the testing laboratory regarding the requirements (applicable parts) specified in JIS Q17025 according to the testing required.["Description Paper for 17025 Investigation (For Witness Testing)", in case of Witness Testing]
 - ✓ Explanatory materials regarding the products such as catalog.

- The languages which are possible to be used by the Applicants when filling in application forms and preparing attachments are Japanese or English.

2-2. Applicant

- The following business operators are entitled to the application for the certification.
 - Manufacturers
 - ✓ Manufacturers of products for certification
 - Processors
 - ✓ Processors of products using processing technologies for certification
 - Retailers, Wholesaler
 - ✓ Distributors of products for certification
 - Importers
 - ✓ Importers of products for certification
 - Exporters overseas
 - ✓ Exporters (outside Japan) of products for certification

VIII-2. Application (2/3)

2-3. Definitions of products and applicable standards

- The definitions of products for certification are based on the JIS Standards.
- Applicable JIS Standards being able to be used as criteria for conformity assessment are;



- Product standards that exhaustively specify the quality requirements for the products for certification (full specification standards).



- Product standards that specify the partial requirements (regarding such as quality, performance, safety, etc.) for the relevant products (module standards) ;
 - ⇒ Applied to the case in which products get certified for specific aspects.
(The competent minister provides that in the announcement)



- Product standards that specify processing technologies for the products;
 - ⇒ Applied to the case in which the processing technologies for the products get certified.

2-4. Important elements when making the application

- Identify the range of certification (division of certification, range of products to be certified).
 - “Division of the products for certification” is considered as the “Division of certification” and a certification number is assigned.
 - “Division of certification” shall be principally defined by each JIS Standard. The division is discussed with the Applicant and then decided, choosing one of (or combining) the followings or combining a JIS Standard with one of the followings.
 - ✓ By each product identified by the Applicant (model, etc. defined by the Applicant)
 - ✓ By each product in a product group holding the same characteristics that can be defined in the light of the requirements of multiple JIS Standards as well. (Group of two or more JIS Standards)
 - ✓ By each type, grade, etc. specified in the JIS Standards
 - In the case that the division of certification is specified in the “sectoral guidance on certification”, this division specified is primarily applied.
 - The range of products to be certified is identified by number of JIS standard, type or grade specified in JIS standard (It is only on the condition that an indication matter affecting a kind or a class in the JIS Standards concerned is prescribed.) included in the division of certification on the application.
- Identify the JIS Standard as criteria for certification.
 - Products that can get certified through JQA shall be within JQA’s scope of certification (JIS Standard).
- Identify all the manufacturing factories of the products for certification.
 - Multiple manufacturing factories can be included in one application.
- Determine “general certification” or “lot certification”.

VIII-2. Application (3/3)

2-5. Types of certification

- Initial Conformity Assessment and Certification Maintenance Surveillance have two types of certification process such as “general certification” and “lot certification”. They are conducted as follows;

	Initial Conformity Assessment		Certification Maintenance Surveillance	Example applied
	Product Testing	Factory Audit		
General Certification	Sampling test	To be conducted	To be conducted	Mass-produced products
Lot Certification (1)	Sampling test	To be conducted (Note)	Not to be conducted	Imported lots, Limited products
Lot Certification (2)	Test for all items	Possible to omit	Not to be conducted	Same as the above

MEMO:

- General Certification: Certification for products that are to be continuously manufactured or scheduled to be manufactured.
- Lot Certification : Certification for products conducted by a unit of “each lot or batch.”
- (Note) Paper Audit will be performed, however, JQA will conduct the On-site Audit when JQA determines the necessity of it.

VIII-3. Initial Factory Audit (1/2)

3-1. Quality management system

<< JQA assesses the quality management system of the manufacturing factory. >>

- We ask the Applicant to establish the quality management system of manufacturing factory by choosing one of the following criteria. JQA will evaluate the conformity to the criteria.
 - In the case of quality management system based on the conditions of technical production necessary for product manufacturing or process:
 - ⇒ JIS Q1001 “General guidance on a third-party certification system for products” Annex B Criteria of audit (A) of quality control system
 - In the case of quality management system based on JIS Q 9001(ISO 9001):
 - ⇒ JIS Q1001 “General guidance on a third-party certification system for products” Annex B Criteria of audit (B) of quality control system
- At the time of application, we will ask the Applicant to provide us the information on the quality management system by filling in the format “Description Items and Forms of the Document Describing the Quality Management Implementation Condition” (Appendix 4).
- In the case that the Applicant uses subcontracted factories, we might conduct Audits for the factories as occasion demands.

3-2. Quality control manager

<< JQA confirms the authorities and requirements of the quality control manager. >>

- The quality control manager possesses the necessary authority and competency that are independent from manufacturing management department.
- His/her authority on the duties:
 - Concerning the practice of standardization and quality control (including education and training)
 - Concerning the approval of the results of conformity assessment related to the JIS Standard for the products certified
 - Concerning the approval of shipment of products
 - Concerning communication and arrangement with the Accredited Certification Body
- Requirements for his/her competency and qualification:
 - Knowledge and working experience related to the techniques necessary for manufacturing or processing of the products for certification
 - Acquired the subjects on Quality Management under the school curriculum provided in the ministerial ordinance or completed the curriculums of training courses on standardization and quality management

VIII-3. Initial Factory Audit (2/2)

3-3. Use of results

➤ Use the results of “assessment and registration of quality management system”.

In the case that the manufacturing factory’s quality management system has been JIS Q (ISO) 9001 certified, JQA will use the results of the certification and omit a part of the Factory Audit under JIS Certification.

For example, in the case of adopting the “Criteria B” to quality management system;

- When the quality management system has been registered under JIS Q (ISO) 9001 through JQA, Paper Audit and the On-site Audit, that are exclusive to the confirmation items specified in the JIS Mark ordinance and such, will basically be conducted.

- When the Applicant has been registered under JIS Q 9001 (ISO) through a Certification/Registration Body accredited by the Accreditation Body such as JAB that signed MLA of IAF, please talk to us for the use.

MEMO:

- ✓ IAF (International Accreditation Forum, Inc.)
An international organization consists of Accreditation Bodies that accredit Certification/Registration Bodies for management system, product Certification Bodies, etc.
- ✓ MLA (Multilateral Recognition Arrangement)

VIII-4. Initial Product Testings

4-1. Initial Product Testing

<< Product Conformity Testing according to the corresponding JIS Standard(s) is conducted. >>

Products (samples) for the Testing will be sampled randomly by JQA's personnel for necessary number of samples.

It is possible to conduct the Testing, using the trial products as the testing samples. However, in this case, we carry out all or a part of the product examination with the sample which we pulled out after the commencement of the manufacturing.

- When pre-processing is necessary for the samples or the Testing could last for a longer period, JQA will discuss with the Applicant about the methods for dealing with those cases.

4-2. Testing site

- Product Testing is possible to be conducted in one of the following ways.
 - Testing at JQA's testing laboratory
 - Witness Testing at the Applicant's site using the "testing facilities" and such of the Applicant under witness of a Product Examiner from JQA
 - Testing at JQA's subcontracted testing laboratory which has concluded a subcontracting contract with JQA (in the case that a contract has been concluded)
 - Submitting the testing data obtained through other testing organization when making the application and using this data (use of testing data and such)
 - * The JIS 17025 Investigator will check if the testing site has a capability to satisfy the applicable part of the requirements of JIS Q (ISO) 17025, although handling method will be different among the cases.
- Witnessing Testing: JIS Product Examiner will conduct a Witness Testing at the Applicant's testing facilities (factory and such) or the external testing site designated by the Applicant.
- Use of testing data: The testing data that an applicant carried out at other testing organization can be used for samples which JQA pulled out.

Conduction of test at the testing organization as following is the condition of using the testing data.

 1. Testing organization which has acquired experiment station authorization by JIS Q 17025
 2. Testing organization where judges that JQA adapts to JIS Q 17025
 3. Experiment station of JIS registration certification body (Limited to an examination in the range of the registration)

VIII-5. Certification Agreement / VIII-6. Issue of Certificate of Compliance

5. Certification Agreement

- JQA will conclude the “agreement that sets forth the JIS Mark usage conditions and such” (Certification Agreement) with the successful Applicant. The outline of the contents of the agreement is as follows;
 - Effective period of Certification Agreement
 - Conditions of the use of JIS Mark and handling of the misuse of the Mark
 - Conditions of Surveillance
 - * Matters on frequency, retesting of product, and Factory Audit for quality management system and such
 - Notification with regard to additions, changes or reductions of manufacturing factory or products for certification
 - Handling of objection appeals, disputes and such
 - Cancellation and temporary suspension of certification
 - Public announcement of the matters concerning the certification
 - Maintenance of confidentiality

6. Issue of Certificate of Compliance

- JQA will issue a Certificate of Compliance after the conclusion of the Certification Agreement. The outline of the contents of the Certificate is as follows;
 - Date of conclusion of certification agreement and certification number
 - Name and address of the Licensee
 - JIS Standard number(s) and such
 - Names of products or processing technologies
 - Name and location of manufacturing factory
 - Quantity and identification number in case of “lot certification”
 - Valid provision of the ordinance concerning JIS Certification
 - Name and address of JQA, etc.

VIII-7. Certification Maintenance Surveillance

7-1. Periodic Certification Maintenance Surveillance (hereinafter referred to as “Periodic Surveillance”):

- Periodic Surveillance shall be conducted at least once within three years from the date of certification. Later on, the Periodic Surveillance shall be conducted at least once every three years from the initial Periodic Surveillance. Interval between Periodic Surveillances shall be three years or less. The starting point (starting date for the three-year interval) of Periodic Surveillance shall be the date when JQA accepts the application for the initial Periodic Surveillance, and from 2nd time of Periodic Surveillance shall be the same date every three years. The conditions below shall be confirmed based on the content of document describing the quality management implementation condition, which is reviewed at the initial Periodic Surveillance (or at last surveillance).
 - Whether the quality management system confirmed at the Initial Factory Audit is being maintained and operated with effectiveness in line with the “Description Items and Forms of the Document Describing the Quality Management Implementation Condition”
 - ⇒ Certification Maintenance Factory Audit
 - Whether the samples are conforming to the corresponding JIS Standard
 - ⇒ Certification Maintenance Product Testings
- Normally, Certification Maintenance Product Testings are to be conducted for all the elements of the Initial Product Testings. However, when JQA considers that all the elements of the Initial Product Testings are not necessary to be carried out repeatedly during the Certification Maintenance Product Testings, JQA may skip some of the parts of the Testings.
- Certification Maintenance Factory Audit is principally conducted by each division of certification, however, when the manufacturing factory for Audit has plural divisions of certification under the same quality management system, it is conducted in a lump.
- Temporal Certification Maintenance Surveillance (hereinafter referred to as “Temporal Surveillance”):
 - In some cases, the Temporal Surveillance might be conducted other than the Periodic Surveillance.
 - Temporal Surveillance is to be carried out when it is considered that the conformity of products and/or the quality management system of the manufacturing factory could be affected due to the following matters;

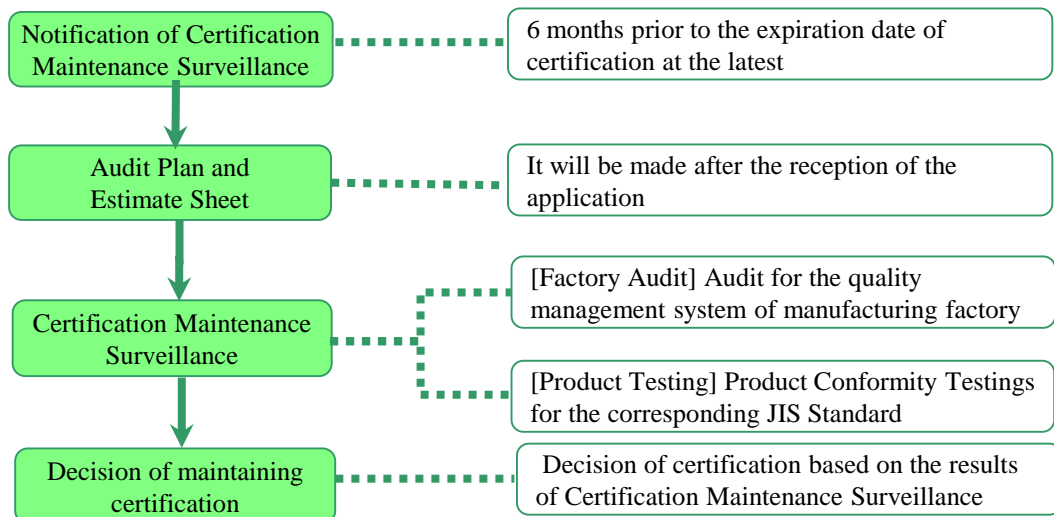
VIII-7. Certification Maintenance Surveillance

- ✓ When the specification of a certified product or quality management system is changed.
- ✓ When the corresponding JIS Standard is revised.
- ✓ When complaints are appealed from the third party.
- ✓ In other case, when JQA considers it necessary.

7-2. Procedures for Periodic Surveillance

- We will ask the Licensee to pay the “certification maintenance fee” in order to maintain the certification. (Refer to “VIII-10. Certification costs”)
- The certification maintenance fee is an annual fee which will be charged for each one division of certification.
- We will ask the Licensee to pay the “certification maintenance fee” for one year, starting from the date of the execution of the Certification Agreement, every year in the month of the execution of the Certification Agreement.
- We will send the information letter (“notification of Certification Maintenance Surveillance” and “application form for Certification Maintenance Surveillance”), announcing the implementation of the Surveillance, to the Licensee six months prior to the expiration date of the certification at the latest.
- After the reception of the application, we will send the “Audit Plan” and the “Estimate Sheet” that we made to the Licensee. We will conduct the Surveillance after the Licensee confirms the contents of these documents.

7-3. Basic flow of Certification Maintenance Surveillance



VIII-8. Additions, Changes and Reductions of Certification

8. Additions, changes and reductions of certification

- When adding new divisions of certification, this is taken as the application for new certification.
- When requesting the additions, changes or reductions on the scope of the products certified, please make an application for these as well.
 - ✓ Additions, changes or reductions on the scope of the products certified are defined as follows;
 - 1) Additions, changes or reductions of the manufacturing factory specified in the scope of the products certified.
 - 2) Additions, changes or reductions of type or grade specified in the scope of the products certified.
 - 3) Additions, changes or reductions of the products specified in the scope of the products certified.
- When the Licensee wishes to change the quality management system of the manufacturing factory and the specifications of the products, JQA will determine whether the “Factory Audit” or “Product Testing” (Temporal Certification Maintenance Surveillance) should be conducted or not. And then JQA will inform the Licensee of the matters determined.

VIII-9. Temporary Suspension and Cancellation of Certification

9. Temporary suspension and cancellation of certification

- When the following matters arise on the side of the Licensee, we will demand the cancellation of the certification or prompt suspension of the use of the JIS mark and implementation of the necessary measures.
 - 1) The JIS certified products do not conform to the corresponding JIS Standard(s).
 - 2) The quality management system of the Licensee does not meet the criteria, thereby, the JIS certified products could fail to meet the corresponding JIS Standard(s).
 - 3) The Licensee does not properly or immediately respond to the demand of JQA as to the misuse of JIS mark and such.

- If it falls within one of the following cases, we will cancel the entire certification regarding the Licensee.
 - 1) The Licensee rejected, obstructed or evaded the Certification Maintenance Surveillance.
 - 2) JIS Certification Mark or a mark confusable with the JIS Mark is marked on the products regarding JIS Certification within the given period for corrective actions specified in the above mentioned JQA's demand of necessary actions.
 - 3) The Licensee shipped the products in stock, on which the JIS Mark is marked, that are non-conforming to the corresponding JIS Standard within the given period for corrective actions specified in the above mentioned JQA's demand of necessary actions.

- Other than the above cancellation of certification, we might cancel the certification if it falls within one of the following cases.
 - 1) The Licensee failed to settle the debt to JQA (including charges and costs for certification and its maintenance) by the due date of the payments.
 - 2) The Licensee violated the Certification Agreement.

- When the actions for suspending the use (temporary suspension) of the JIS Mark or canceling the certification are required, "JIS Certification Control Committee" of JQA will discuss the actions and inform the Licensee of the results of the discussion in writing.

VIII-10. Certification Costs

10. Certification costs

Certification costs (charges for certification) consist of the followings, which vary among “general certification” and “lot certification”. The certification costs except for the Application fee will be asked for payment after determination of certification.

➤ Application fee:

- Costs for checking the contents of the application and for paperwork concerning the acceptance of application. Charged to each Applicant only when it makes its first application.

➤ Factory audit fee:

- Cost for “Paper Audit” (review of the submitted documents) and “On-site Audit” concerning the audit of quality management system.
- Applicant shall be charge the fee after we decide to grant certification.

➤ Product testing fee:

- Cost for “Product Testing”
- Cost for the Investigation of an Applicant’s testing laboratory in order to investigate if this laboratory has a capability to meet the requirements of JIS Q (ISO) 17025 and JQA, in case Applicant requests for conducting the test at its testing laboratory or requests for using the testing data.
- Applicant shall be charge the fee after we decide to grant certification.

➤ Judgment for entrusted testing fee:

- Costs for checking the result and judgment of acceptance after the product testing.

➤ Retest management fee:

- Costs regarding checking for corrective report submitted and testing mythology which has conducted when the product testing was regarded as disqualification.
- Costs regarding to issue the audit plan for the retest.

➤ 17025 investigation fee:

- Cost for 17025 investigation conducted for confirmation if designated testing site satisfy the requirement for Q 17025 and JQA or not when the applicant request to perform the product testing in their own laboratory or using testing data.

VIII-10. Certification Costs

- **Sampling fee:**
 - Costs required for “Sampling”, if sampling of test samples is conducted on a different day from that of the factory audit, 17025 investigation, or witness testing.
 - We will ask the Applicant to pay the fee after we decide to grant certification.

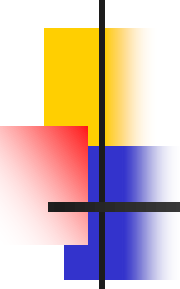
- **Certification fee:**
 - Costs regarding the operations such as arranging the Test and Audit, evaluating and deciding the certification, preparing the records of certification, issuing reports and such, issuing certificate, concluding Certification Agreement, and registering and releasing certification.
 - We will ask the Applicant to pay the fee after we decide to grant certification.

- **Certificate issue fee:**
 - One copy of certificate (original certificate written in Japanese) and report are free of charge. Costs for issuing the additional copies when the Licensee requests more than one copy of these documents.
 - We will ask the Licensee to pay the fee after we decide to grant certification or after we issue additional copies of these documents.

- **Certification maintenance fee:**
 - Costs regarding the operations such as confirmation of the shipment of conformed products, providing information to the Licensee, guidance of the revisions of JIS Standards, responding to and managing the changes on the contents of registered information, scheduling of Periodic Certification Maintenance Surveillance and maintaining the released certification information.
 - After we decide to grant certification, we will ask the Licensee to make the payment for one year, starting from the date of execution of Certification Agreement. In future years, every year, in the month which the Licensee concluded the Certification Agreement with JQA, we will ask the Licensee to make the payment for one year, starting from the month of the Certification Agreement as long as the certification is maintained.

- **Fee for periodic certification maintenance surveillance:**
 - Costs regarding the Maintenance Surveillance after acquiring JIS Certification in the case of “general certification” (concerning the Testing for maintaining product certification and Surveillance for maintaining certification of the factory, once or more in three years).
 - We will ask the Licensee to pay the fee after we decide to grant certification.

- **Fee for business trip:**
 - Costs including traveling fee, accommodation fee, daily allowances and transportation fee.
 - We will ask the Applicant/Licensee to pay the fee according to the charge of the costs for the Audit, etc.



IX. For Your Inquiries and Application

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