Application for product examination of a measuring instrument (according to Module A2, F, F1 or G)

Annex 2, Paragraph 1, Module A2, F, F1 or G, OIMes, if applicable Directive 2014/32/EU of the European parliament and of the Council of 26 February 2014 on the harmonisation of the laws of the Member States relating to the making available on the market of measuring instruments

Applicant (manufacturer or authorised representative)

Company	
Department	
Street	
ZIP / City / Country	
Contact person	
Name	
Phone / Mobile / E-Mail	

Invoice recipient (☐ is Applicant)

Company	
Department	
Street	
ZIP / City / Country	
Contact person	
Name	
Phone / Mobile / E-Mail	

Place of installation of measuring instrument (☐ is test location)

Company	
Department	
Street	
ZIP / City / Country	
Contact person	
Name	
Phone / Mobile / E-Mail	

Test location (if not at place of installation)

Company	
Department	
Street	
ZIP / City / Country	
Contact person	
Name	
Phone / Mobile / E-Mail	

Application Module A2, F, F1 or G

General information

If available No Quotation / Date	
Your order reference	
Wish date[1]	

Measuring instrument (For weighing instruments, use the form 6030.28F01)

Module / Category		
Type designation		
Type examination certificate no.		
Number of instruments		

Metrological indications according to type plate

Quantity to be measured	Specific value	Unit
Auxiliary devices		

Enclosures

- ☐ Type examination certificate
- ☐ Draft of manufacturer's declaration of conformity of measuring instrument
- ☐ Drawing (for unusual equipment)
- ☐ Photo of measuring instrument
- ☐

Remarks

[1] Please inform METAS-Cert as early as possible

Application Module A2, F, F1 or G

As the applicant, we hereby agree to the METAS General Terms and Conditions of Business www.metas.ch/AGB and the METAS-Cert Certification Agreement 6030B03.

Place and date:

Legally binding signature(s):

Applicant

Invoice Recepient
(mandatory if different than applicant)

Submit this application to:

Federal Institute of Metrology METAS
Conformity Evaluation Body METAS-Cert
Lindenweg 50, 3003 Bern-Wabern, Switzerland
Phone +41 58 387 01 11, Info.Cert@metas.ch

Process

The procedure is carried out according to the information given in the "Guide for the market introduction of measuring instruments" 6030B01. METAS-Cert will get in touch with the notified contact persons for additional information and to arrange the test date. The applicant will receive an order confirmation with the order data and a target price for the test. Upon reception of the order confirmation, the customer has the possibility to cancel the order free of charge during five working days, but at the latest 2 working days prior to testing. If these deadlines are exceeded, the accrued expenses will be charged. A conformity assessment expert of METAS-Cert will organise the test at the agreed test site.

After the verification

After successful completion of the verification, METAS-Cert issues a certificate of conformity for the measuring instrument. If the measuring instrument does not pass the conformity test, the applicant will receive a written non-conformity notification. The responsible verification office will receive a copy. The certificate of conformity is intended only for the applicant as confirmation of the conformity of the measuring instrument to the market surveillance authorities. The user should receive for this purpose the declaration of conformity from the manufacturer.
The applicant shall provide a declaration of conformity for each measuring instrument or series thereof.

Invoice

The invoice recipient is specified in the order. This can be adjusted free of charge until the invoice is settled. For changes to the invoice recipient after the invoice has been issued, the administrative costs of cancelling, adjusting and resending the bill will be charged at CHF 120.

Digital signature

This form can be filled out and signed with Adobe Acrobat Reader. If an electronic ID is used, it must be authenticated. If you send this order in paper form with a manual signature, please also send the completed PDF form by e-mail Info.Cert@metas.ch.

Sending the files

Files should be sent via our file transfer service (invitation procedure) if:

- The volume exceeds 10 MB,
- executable files or documents with macros can be sent.