

(Form 6-1/2)

Notice of Change in Certification

(Change in the items specified in the Certificate)

Date:

Receipt No.

(To be filled in by JET)

To Japan Electrical Safety & Environment Technology Laboratories

According to the Rules for Operation of JET Certification, we hereby submit the Notice of Change in Certification in order to make the following change(s) related to Certificate No. below.

1. Certificate Recipient

Company name:

Address:

2. Certificate No.:

3. Items of change (Tick off the appropriate box below with a cross.)

- | | |
|----------------------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Change relative to the Certificate Recipient | |
| <input type="checkbox"/> Change relative to the factory in the Certificate | |
| <input type="checkbox"/> Change name | <input type="checkbox"/> Change address (address description) |
| <input type="checkbox"/> Change address(move) | <input type="checkbox"/> Change manufacturing process |
| <input type="checkbox"/> Add factory | <input type="checkbox"/> Cancel factory |
| <input type="checkbox"/> Others | |

4. Description of change (Tick off the appropriate box below with a cross.)

- ☐ As shown in the attachment
- ☐ Described below

5. Issue of Certificate (Tick off the appropriate box below with a cross.)

- ☐ Yes (subject to fees)
- ☐ No

6. Person in the charge of this application

Company name

Address

Section & Job title

Name

TELEPHONE:

FAX:

E-mail:

Remark: When adding a new product, please submit Application for JET Certification as specified in Form 1.

Receipt No.

(To be filled in by JET)

(Please tick the appropriate ☐)

7. Request for quick issue of the Certificate (subject to fees if the report is requested to be issued earlier than in a month after the application.)

- ☐ Yes (by _____ month/day/year)
☐ No

8. Confirmation of the Addressee and other points)

1. For inquiries, JET is to contact ;
☐ Person in charge of this the application
☐ Reference No. 1 below ☐ Reference No. 2 below
2. The Certificate and Test Report are to be sent to ;
☐ Person in charge of this the application
☐ Reference No. 1 below ☐ Reference No. 2 below
3. The bill for testing fees and other related charges is to be sent to;
☐ Person in charge of this the application
☐ Reference No. 1 below ☐ Reference No. 2 below
(If the bill is to be addressed not to the applicant, please write the addressee.)

Reference No. 1

Company name:

Address:

Person in charge:

Section, Job title:

Telephone:

Fax:

E-mail:

Reference No. 2

Company name:

Address:

Person in charge:

Section, Job title:

Telephone:

Fax:

E-mail:

(Attached document 1)

Receipt No.

(To be filled in by JET)

Declaration of Technical Specification

1. Product name:
2. Model and its rating: (Rated voltage, rated frequency, rated power consumption, etc.)
(If they are not one, please write all combinations. If necessary, please add a sheet / sheets.)
3. Technical information:
(Please provide the product's photos, drawings, the description on the casing materials, component listings, circuit diagrams, markings, instruction manuals, and other information necessary to conduct the tests. If the space on this sheet is not sufficient, please attach the necessary materials.)

(Attached document 2)

Power of Attorney

Date: (m) /(d) /(y)

To. Japan Electrical Safety & Environment Technology Laboratories

[Applicant]

(Please enter "1. Applicant" of the Application for JET Certification)

Company name:

Address: [zip code(postcode)]

Section, Job title:

Person in charge:

(Signature or Seal)

I hereby entrust the following person as agent of the applicant with the application for JET Certification, and delegate full authority to him for making application, changing the entry/entries of the Certification, and doing the related other procedures.

[Agent]

Company name:

Address: [zip code(postcode)]

Section, Job title:

Person in charge:

Telephone:

Fax:

E-mail:

[Validity of this Power of Attorney] (Please tick the appropriate box below.)

☐ Till the change of the agent☐ From / / to / / {(m)/(d)/(y)}

Remark: If it is a new Power of Attorney, please submit the original. Next time onwards, please submit its copy.

(Attached document 4)

Descriptions on Quality control at the Factory (Factories)

1. On receiving inspection and the storage of the inspection records
2. On the manufacturing and daily inspection of the products and the storage of the inspection records
3. On the check of functional operation of the measuring equipment and the carrying out of calibration, and on the storage of the records of checking and calibration
4. On the handling of the products
5. On the confirming inspection of the products and the storage of the inspection records
6. On the Quality system audit of the manufacturing factories
7. On the handling of nonconforming products
8. On complaints from customers and the storage of the records of the complaints
9. On the design control of the products to be certified

Remark: The above descriptions may be substituted by the explanation with diagrams, flowcharts or other documents showing these series of particular charge.

Descriptions on Agreement on Commissioned production or Import

Date: (Year/Month/Day)

Applicant name

These Descriptions are submitted in order to explain the contents of **the Agreement** on Commissioned production or Import, **by which** the manufacturing of the certified products is commissioned to a business other than the Applicant (or the certified products are imported from such a business), and **under which** the unified Quality Control with such a business engaging in the production (manufacturing business, manufacturing factory or the like) is carried out with definite accountability structure (designing, manufacturing and inspection and so on) and the certificate holder is assigned to evaluate its maintenance and control.

1. The name of the document in which the Agreement on commissioned production or import is embodied and the date of its conclusion

2. The document on commissioned production or import has the following contents.
 Remark: the following descriptions may be substituted by the explanation with diagrams, flowcharts or other documents showing these series of particular charge.
 - 1) Description on accountability structure in Quality Assurance under the unified Quality Control (The burden sharing under the accountability structure shall be explicit.)
 (Example) The following accountability structure is described.

Manufacturer	: Product design, Quality assurance, Observance of test standards
Manufacturing factory	: Production Control, Product inspection, Confirmation of conformity to test standards
Certification holder	: Verification of the Quality Control over the products (Recording of Design changes, Products inspections and so on).

 - 2) Description on implementation of Quality Control over the products at the manufacturing factory/factories (Receiving Inspection / Production Inspection / Delivery Inspection / Sampling Inspection)
 (Example) The corresponding regulations have been set up and the implementation of Quality Control over the products is described.

 - 3) Description on the procedure for the certification holder to verify of Quality Control over the products
 (Example) Periodical submittal of the records of Delivery Inspection is described.

 - 4) Description on the obligation to conform to the Test Standard applied for the Certification
 (Example) The obligation to conform to the applied Test Standard is described.