

CCV CERTIFICATION SCHEME VEHICLE SECURITY SYSTEMS

Version 1.0

Date published

14 August 2020

Effective date

1 September 2020

FOREWORD

Theft of, from, and out of vehicles can be mitigated by installing security systems, both ex-factory as well as afterwards (aftermarket). Users and risk bearers both want to be sufficiently assured that the security provided is functional and has been correctly installed in/on the vehicle.

The desired functionality, as well as the installation, can be demonstrated through certification.

This document describes the requirements and assessment methods of Security systems.

The CCV Certificatieschema Systemen Voertuigbeveiliging (CCV Certification Scheme for Vehicle Security Systems) does not stand alone. Certified security systems are installed by installation companies that are recognized on the basis of the CCV Erkenningsregeling Inbouwbedrijven Voertuigbeveiliging (CCV Recognition Scheme for Vehicle Security Installation Companies). The CCV Risicomodel Voertuigbeveiliging (CCV Vehicle Security Risk Model) provides guidance regarding which security should be installed.

The CCV is the scheme manager of these documents. These documents are approved by the CCV Commission of Stakeholders Vehicle Security.

This text of this compliance scheme is issued under the auspices of the Centrum voor Criminaliteitspreventie en Veiligheid (Centre for Crime Prevention and Safety) in Utrecht.

© 2020. All rights reserved. No part of this publication may be reproduced, stored in an automated database, or made public in any form or by any means, whether electronic, mechanical, photocopying, or otherwise, without prior written permission from the publisher.

Making copies of this publication is permitted on the basis of Article 16B of the Copyright Act 1912 in conjunction with the Decree of June 20, 1974, Dutch Bulletin of Acts and Decrees 351, as amended by the Decree of August 23, 1985, Dutch Bulletin of Acts and Decrees 471 and Article 17 of the Copyright Act 1912, the legally required fees must be paid to Stichting Reprorecht (PO Box 882, 1180 AW Amstelveen). The publisher must be contacted regarding the copying of part(s) of this publication for use in anthologies, readers and other compilation works (Article 16 of the Copyright Act 1912).

All rights reserved. No part of this book may be reproduced, stored in a database or retrieval system, or published, in any form or in any way, electronically, mechanically, by print, photo print, microfilm or any other means without prior written permission from the publisher.

Despite all care devoted to the compilation of this publication, the Centre for Crime Prevention and Safety cannot accept any liability for any damage that might arise from any error that may occur in this publication.

TABLE OF CONTENTS

1	Subject and scope	5
1.1	Subject	5
1.2	Objective	5
1.3	Scope	5
1.4	Responsibilities	5
1.5	Connection to laws and regulations	6
1.6	Transitional provisions	6
1.7	Main changes compared to AB04	6
2	Normative references	7
3	Terms and definitions	8
4	Requirements of the certification body	9
4.1	General	9
4.2	Qualifications	9
4.3	Facilities and equipment	10
5	System requirements	11
6	Application	12
6.1	Applicant	12
6.2	Information upon Application	12
6.3	Systems to be provided upon application	12
6.4	Report from the testing facility	13
6.5	Group inspection	13
6.6	Private label	13
6.7	Status during the application	13
7	Initial type inspection and certification	14
7.1	Execution	14
7.2	Reporting, review and decision-making	14
7.3	Granting approval	14
7.4	Product certificate	14
7.5	Certification mark	15
7.6	Approval sticker	15
7.7	Validity of approval	16
7.8	Publication	16
8	Changes to systems	17
9	Follow-up inspection	18
9.1	General	18
9.2	Random inspections	18
9.3	Execution	18
9.4	Extra assessment	18
9.5	Reporting and decision-making	19

10	Disapproval and sanctions	20
10.1	General	20
10.2	Major shortcomings	20
10.3	Major - consequences	20
10.4	Major - Assessment by the certification body	20
10.5	Minor shortcomings	21
10.6	Minor - consequences	21
10.7	Minor - Assessment by the certification body	21
10.8	Blocking	21
10.9	Consequences of blocking	22
10.10	Lifting the blocking	22
10.11	Withdrawal	22
10.12	Consequences of withdrawal	22

1 SUBJECT AND SCOPE

1.1 SUBJECT

This document describes the certification of systems that enable vehicle security.

Described in this document:

- the process of applying for certification by the supplier (or authorized representative);
- the certification process to have the system approved;
- the process of maintaining the approval;
- certification documents and certification mark;
- requirements that the certification body must meet to carry out the certification process.

The requirements for the systems themselves, and the way in which they are tested, are described in the vehicle security inspection regulations.

1.2 OBJECTIVE

The purpose of the certification of vehicle security systems is:

Reducing the cost of failure and risk for users and risk bearers that can occur if the reported level of quality is not met.

Through certification, users and risk bearers will have a justified confidence that the systems that are supplied, that carry the certification mark, have the desired functionality when installed correctly.

By recording the requirements in the inspection regulations and describing the implementation of certification in this document it aims to:

- have unambiguous implementation of certification, whereby a harmonized implementation is realized if multiple certification bodies carry out the certification scheme;
- inform the market how certification of vehicle security systems is organized and implemented.

1.3 SCOPE

The scope concerns electronic and mechanical security systems with the purpose of preventing theft from vehicles, as well as being able to track down or find (parts of) the vehicle after a theft has occurred.

NOTE:

Vehicles refers to, among others: passenger vehicles, trucks, motorcycles, work equipment, and trailers. It can not be excluded that these certified systems can be applied to objects other than vehicles.

1.4 RESPONSIBILITIES

The supplier of the certified vehicle security systems is responsible that:

- the certification body is correctly informed in the certification application;
- the certification body is informed of adjustments and changes to the certified system;
- the certification body is provided with the information it has requested;
- the staff of those working or on behalf of the certification body have access to office and production location(s) to carry out the assessments when necessary;
- the systems continue to meet the requirements of the inspection regulations;
- the provisions of this certification scheme are permanently met;
- to provide all systems on which approval has been issued with the certification mark,
- the certification mark is applied correctly;

- a register is kept of approved systems that have been provided with a certification mark;
- the financial obligations under the certification contract are met.

1.5 CONNECTION TO LAWS AND REGULATIONS

The certification scheme is not controlled by laws and regulations. The certification scheme is private law.

For security systems (immobilizer/blocking systems and alarm systems) in passenger vehicles, the legal requirements as stipulated in ECE Regulation R116 apply. The requirements have been copied for security systems in vehicles other than passenger vehicles and detection systems. The certification body verifies the documentation offered and does not perform these tests itself.

1.6 TRANSITIONAL PROVISIONS

This version replaces the document “Keuringsvoorschriften voor beveiligingssystemen - AB04 Administratieve bepalingen” (Inspection Regulations for security systems - AB04 Administrative provisions), version 1.1 of the CCV.

The certification body uses this document for new applications and follow-up inspections from the date shown on the cover page.

Transition periods for vehicle security systems are stipulated in the inspection regulations.

1.7 MAIN CHANGES COMPARED TO AB04

The main changes, compared to document AB04, are:

General:

- Based on the standardization of CCV certification schemes and quality regulations, this document is a revision of the structure, language adjustments, adjustments of requirements, and an improved presentation of the requirements. The revision is part of a package of rewritten documents, part of the Keurmerk CCV Voertuigbeveiliging (CCV Vehicle Security Certification Mark).
- Requirements have been formulated more precisely, the purpose has been redefined, the layout of paragraphs has been made more logical and easier to read, subjects that can regulate the certification in a certification regulation, have been made void.
- Subjects such as the requirements of the certification body, including implementation under ISO/IEC 17065, the implementation itself, the certification mark and the certification mark sticker, the sanctions (minor/major shortcomings, suspension, withdrawal) have been described anew or in more detail.
- Chapter 5 (cost) has been made void.
- The procedure for a group inspection has been adapted in accordance with how it is actually carried out.
- The follow-up inspection description has been adjusted, during follow-up inspections, the system is assessed against the approved system, tests are carried out where necessary.
- Should it appear that the theft percentage of a specific brand and type of vehicle is above a certain limit and the M.O. used can be used on a wider scale, then the manufacturer must adjust the system to this.

2 NORMATIVE REFERENCES

The following documents that are referred to are relevant to this certification scheme. Only the quoted version applies to dated references (static reference). The latest version of the document (including supplemental and correction sheets) referred to applies to undated references (dynamic reference).

Transition periods referred to in these documents are binding, unless other certification terms and conditions have been laid down in this certification scheme and the inspection regulations. Other standards or documents mentioned in these standards and documents apply, as indicated herein.

The certification body is in possession of all of the documents mentioned. The supplier is in possession of the documents marked with a *.

NEN-EN-ISO/IEC 17065	Conformity assessment - Requirements for bodies certifying products, processes and services		NEN, Delft
CCV Keuringsvoorschrift Voertuigbeveiliging (CCV Inspection Regulations for Vehicle Security) CCV Keuringsvoorschrift Opsporingsystemen (CCV Inspection Regulations for Detection Systems) CCV Keuringsvoorschrift Mechanische Beveiliging (CCV Inspection Regulations for Mechanical Security)		*	CCV Website
Keurmerk CCV Voertuigbeveiliging - termen en definities (CCV Vehicle Security Certification Mark - terms and definitions)			CCV Website
Usage of the mark	Reglement Keurmerk CCV Voertuigbeveiliging (CCV Vehicle Security Certification Mark Regulations)	*	CCV Website

3 TERMS AND DEFINITIONS

For the purposes of this document, the following terms and definitions apply.
 All terms and definitions used in and with the documents accompanying the Keurmerk CCV Voertuigbeveiliging (CCV Vehicle Security Certification Mark) are included in the document “Keurmerk CCV Voertuigbeveiliging - termen en definities” (CCV Vehicle Security Certification Mark - terms and definitions).

Accreditation	Assessment performed by an independent party to determine that the certification body a) meets the requirements of a certification body and b) implements the certification scheme correctly. In the Netherlands, this is the Dutch Accreditation Council (RvA) in Utrecht.	
Customer	The person or organization that purchases the system and is responsible for installing the system. The supplier can be the customer.	
Assessment	Implementation of this certification scheme by the certification body at the supplier.	
	Initial assessment	Assessment that may lead to decision-making and the issuing of the product certificate.
	Follow-up inspection	An assessment for confirming that the requirements and conditions are still being met.
CCV	Centre for Crime Prevention and Safety. The CCV is the scheme manager and owner of the certification scheme.	
Certification Scheme	System of requirements, conditions, rules, procedures, and management aspects for carrying out certification.	
Commission of Stakeholders	The committee that provides support for the scheme and is responsible for the content of the certification scheme. This committee represents interested parties and involved parties.	
User	The person using the vehicle. The user can be the owner.	
Certification owner	The supplier who applies the certification mark to an approved system under the certification contract.	
Certification mark	A mark that indicates conformity with the set requirements. Keurmerk CCV Voertuigbeveiliging (CCV Vehicle Security Certification Mark).	
Supplier	The organization that brings the system to market.	
Contact details	Name, address, place of residence	
Standard	Document in which agreements have been formalized by the parties involved.	
	NEN	Dutch Standard, published by the Dutch Standardization Institute (NNI)
	EN	European Standard, issued by CEN or CENELEC (European Committee for (Electrotechnical) Standardization), issued in the Netherlands by NEN as NEN-EN.
	ISO	International standard, issued by ISO (International Organization for Standardization), issued in the Netherlands by NEN as NEN-EN-ISO or NEN-ISO.
Product certificate	A document drawn up by the certification body that mentions the supplier who supplied the certified system.	

4 REQUIREMENTS OF THE CERTIFICATION BODY

4.1 GENERAL

Certification bodies can process applications and conclude certification contracts for assessing vehicle security systems if they have a license agreement with the CCV for the certification scheme.

This certification scheme assumes harmonized implementation under NEN-EN-ISO/IEC 17065. In addition, the related documents and interpretations apply at national and international levels. In the implementation of this certification scheme, the certification body uses NEN-EN-ISO/IEC 17065 and implements it in full, supplemented with the provisions of this certification scheme. Where this scheme does not provide details, the certification body must implement the necessary details itself. The certification body informs the scheme manager of this by submitting the subject for harmonization.

Certification bodies may, to the extent that it is not inconsistent with this certification scheme, apply their own product certification regulations and procedures. This certification scheme will be binding should there be a contradiction with the provisions of this certification scheme. The certification scheme is not binding if there is a contradiction with the implementation but the same goal is pursued. A condition for this is that this is recorded in writing by CCV and the certification body.

This certification scheme is carried out outside of accreditation.

4.2 QUALIFICATIONS

The personnel of the certification body is qualified on the basis of their required capabilities. Capabilities are based on demonstrable “knowledge” and “ability”.

The certification body can impose additional requirements for qualifying the personnel involved in the implementation of this certification scheme regarding to diplomas, training, work experience, etc. in order to have greater certainty that the required capabilities have been attained. It does not release the certification body from the obligation to form a clear picture, based on its own observations (including observations in the field, interviews, assessment reports, peer reviews), that the required capabilities have been attained.

The certification body establishes a training program for newly qualified certification staff, aimed at attaining the required capabilities.

The certification body establishes a program for each qualified employee to monitor and evaluate the required capabilities. This program is kept up to date. Certification staff who are directly involved in certification assessments (auditors, inspectors) are monitored at least once every three years.

The certification scheme defines the general competences of inspectors.

The certification body must provide sufficient details of the abilities, appropriate to its own organization, to meet the requirements of NEN-EN-ISO/IEC 17065. This applies not only to the inspectors and any experts involved, but to all certification personnel involved in the certification process, such as (but not limited to):

- processing the request, quotation;
- qualification of the certification staff;
- monitoring the certification staff;
- reviewing inspection reports;
- decision-making;
- administrative processing of certificates;
- dealing with complaints.

The certification body establishes compliance with the required capabilities of the personnel involved by substantiating it.

The certification body draws up a matrix for each employee involved, on which is determined for which activities the employee can be used.

INFORMATION:

It is customary for a specific certification scheme to record specific capabilities.

Should there only be one certification body involved in the implementation of the scheme, it is justifiable that the place of recording the capabilities in the scheme (on the recommendation of the certification body) is transferred to the quality system of the certification body.

When a second certification body joins, harmonization must however take place, and the CCV, after consultation with the certification bodies, will record the competences in a new version of the certification scheme.

4.3 FACILITIES AND EQUIPMENT

The certification body can, when carrying out the assessment on the location of the applicant, use its (measuring) equipment. In such cases, the suitability and performance are assessed in advance.

5 SYSTEM REQUIREMENTS

The requirements of specific system are described in specific inspection regulations. Inspection regulations and this certification scheme can only be used in conjunction with each other.

The requirements that have been copied from ECE R116 are included in the specific inspection regulations.

Regarding tests that are specified in the inspection regulations, the supplier has:

- the tests from R116 carried out by the testing facility that has been designated by the government,
- the other tests carried out by an accredited testing facility or by one that has been accepted by the CCV and by the certification body.

The test report is made available to the certification body, together with the application and with any changes (see paragraph 6.2 and chapter 8).

6 APPLICATION

6.1 APPLICANT

The application is made by the supplier of the vehicle security system. The following circumstances are possible:

- The applicant is the supplier as well as the manufacturer.
- The applicant is the manufacturer's representative.
The relationship between the representative and the manufacturer has been established so it is clear that, and how, the provisions in this certification scheme can be met.
- The applicant is a distributor of the systems. In such cases, the manufacturer is seen as the applicant and the distributor as the intermediary.

6.2 INFORMATION UPON APPLICATION

The applicant shall provide the certification body with the following information:

- proof of legal registration;
- the data as indicated in section 6.1;
- a statement by an authorized person that he will comply with the requirements, conditions and obligations mentioned in the certification scheme;
- complete technical documentation of the system.
Technical documentation that is not provided as a copy must be available for inspection;
- documentation of the (potential applications) of the system;
- the application of the system to be certified:
 - o The category or categories of the vehicle, as indicated in the inspection regulations;
 - o The class(es) of security, as indicated in the inspection regulations;
 - o Any differentiation by brand and type of vehicle(s);
- description of the operation of the system and description of the composition of the system and, where necessary, per class and category;
- installation regulations, with aftermarket in the Dutch language;
- user manual, in the Dutch language;
- the reporting of a designated test body, not older than one year, regarding the conformity with the requirements (see paragraph 5.1);
- the procedure(s) for the correct application of the certification mark;
- the procedures regarding the handling of complaints;
- the procedures for taking corrective action.

An application can be made for multiple systems, each system must be listed and documented separately.

The manner in which the data is presented takes place based on mutual consultation between the applicant and the certification body.

6.3 SYSTEMS TO BE PROVIDED UPON APPLICATION

The applicant provides the certification body with two complete systems, or the number indicated in the inspection regulations. These systems must be representative of the systems manufactured in the series. The representativeness of the supplied systems can be verified by the certification body by comparing the supplied systems with specimens of this system that are commercially available. The use of prototypes is not allowed.

In consultation with the certification body, it is determined how the systems are installed into the vehicle, or whether a test set-up is used to verify the functionality.

6.4 REPORT FROM THE TESTING FACILITY

The test report contains at the very least the following information:

- contact details of the testing facility;
- contact details of the applicant;
- a unique report number;
- the objective of the inspection;
- a description of the supplied system;
- images of the system;
- the requirements against which the system has been tested;
- (reference to) the testing method;
- whether there have been any deviations from the measuring methods: the nature and reason for the deviation;
- the results of tests where it is clear that the test results do not deviate from the legal requirements.

6.5 GROUP INSPECTION

In a group inspection, the tested system is tested for its suitability for multiple applications. In doing so, all conceivable variants/applications do not have to be tested individually. The certification body draws up a “worst case” method and determines which variants must be tested. When approving these variants, the entire “group” should be considered as approved.

When applying for a system that is a variant of a system that has already been tested before, the applicant can substantiate the application of the group inspection.

This makes it possible to base the inspection on tests already carried out and the results achieved here, and to only carry out tests where necessary.

6.6 PRIVATE LABEL

A company who wishes to put a system which already has been approved in the name of a certification owner with that certification onto the Dutch market, can submit an application to the certification body.

In addition to paragraph 6.2, the applicant offers the following additional documentation:

- the written consent of the original certification owner that:
 - o the system may be marketed under a private label;
 - o the data (test report, inspections, etc.) held by the certification body may be used;

If the certification owner does not have permission, the application cannot be processed;

- the manner in which the application of the various approval stickers is guaranteed;
- own leaflets, manuals, etc.;
- a statement that if the use of the certification mark is blocked or revoked from the original certification owner, this also applies to the applicant.

In the event of a positive certification decision, the new certification owner will be given its own approval number.

6.7 STATUS DURING THE APPLICATION

Until the initial assessment has been concluded with a positive decision for granting an approval (see paragraph 7.3), it is not permitted to publish any reference to the application for certification. Reference may be made to this in individual contacts and contracts.

7 INITIAL TYPE INSPECTION AND CERTIFICATION

7.1 EXECUTION

The certification body processes every application and checks whether all the information on the application is complete and correct.

The initial type approval consists of the following parts:

- verification of the data provided together with the application;
- verification of the test report;
- assessment of the systems against the requirements indicated in the specific inspection regulations;
- assessment of the documentation;
- assessment of the procedures mentioned in paragraph 4.1.

The above assessments may be outsourced.

7.2 REPORTING, REVIEW AND DECISION-MAKING

Each initial assessment is accompanied by a report with all findings concerning the points mentioned in paragraph 4.4.1.

The certification body reviews the report on at least the completeness of the assessment, the execution by qualified certification staff and a correct process sequence.

Based on this review, the certification body issues a written recommendation for the decision-making by the certification body. All shortcomings (see paragraphs 10.2 and 10.5) identified during the initial assessment must be demonstrably remedied before the certification body can make a positive decision.

7.3 GRANTING APPROVAL

A positive decision leads to:

- the product certificate (see paragraph 7.4);
- the use of the certification mark (see paragraph 7.5);
- a valid certification agreement;
- inclusion in the list of approved systems.

The certification body informs the applicant in writing, or digitally, about the granting of the approval.

7.4 PRODUCT CERTIFICATE

The product certificate is drawn up in the corporate style of the certification body.

The product certificate contains at least the following information:

- Contact details of the certification body;
- Contact details of the certification owner (mailing address);
- Contact details of the manufacturer if the certification owner is not the manufacturer;
- the texts:

"<certification body> declares that on the grounds of <certification body>, it is justified to trust that systems supplied by <name supplier> for vehicle security <name/brand/type> ¹meet the requirements set in the CCV Vehicle Security Systems Certification Scheme <number> and <the inspection regulation/inspection regulations> <title, version>"

"<certification body> licenses the certification mark shown here to <name> for the above-mentioned certified systems."

¹ If there are multiple systems, the statement of the certification body can refer to an appendix of the certificate.



- the approval number(s);
 - the area of application for which the product is approved;
 - date of issue/replacement;
 - (optionally the original date of issue);
 - (optionally an end date);
 - signature (with name and position);
 - the company logo of the certification body;
 - a unique certification number;
- the texts:
- *Customers of vehicle security systems and third parties can verify the status of a valid product certificate with <certification body>*
 - *This certificate remains the property of <certification body>.*

7.5 CERTIFICATION MARK



The certification mark is proof for customers of a justified confidence that the vehicle security systems onto which the quality mark is applied meet the set requirements.

The mark is designed as a word/logo.

Only the use of the certification mark described here is permitted.

The use of the certification mark is laid down in the Reglement Keurmerk CCV Voertuigbeveiliging (CCV Vehicle Security Certification Mark Regulations).

7.6 APPROVAL STICKER

The approval sticker to be applied onto the approved systems, consists of the certification mark with a serial number.

The serial number can be traced back to the approval number at the certification body.

The approval stickers can be ordered from the certification body. It is determined in consultation how many stickers will be purchased.



It is no longer possible to use other certification marks or variants on the effective date of the certification scheme. An exception to this is the Vehicle Security VbV certification mark. Approval stickers present at the supplier may be edited. Agreements about this are made with the certification body. The term is a maximum of one year after the effective date of the certification scheme.

7.7 VALIDITY OF APPROVAL

The approval is valid as long as:

- No changes (hardware or software) are made to the product, see chapter 8.
- The legal requirements do not change.
- During the follow-up inspection by the certification body, it is established that the product still meets the requirements (shortcomings have been resolved).
- The applicant continues to meet the procedural requirements and preconditions mentioned in this certification scheme (shortcomings are resolved).
- There are no changes to the inspection regulations and requirements and preconditions in this certification scheme. In the event of changes, transitional provisions and periods for meeting the new requirements apply. Transitional provisions are included in this certification scheme or in the inspection regulations.

7.8 PUBLICATION

The approved product is included in the list of approved systems by the certification body, including the area of application.

8 CHANGES TO SYSTEMS

Changes to systems are reported to the certification body with which a certification contract has been concluded before they are put on the market and/or provided with the certification mark.

The changes may relate to:

- name, type designation of the product;
- technical specifications;
- implementation of both hardware and software;
- area of application of the product.

If there are changes to the requirements in ECE R116, the certification body is informed that:

- The changes do not affect the product (providing a substantiation for this), or
- The changes do affect the product. If that is the case, a new test report is made available.

In the event of changes to the technical specifications or execution of the product, at a minimum, the following information will be made available to the certification body:

- drawings of existing parts and/or constructions that are subject to change;
- drawings of all altered parts and/or constructions;
- description of the relevant changes to the implementation;
- description of the software changes.

The certification body may request the certification owner to provide additional information to allow for a proper assessment of the changes.

After this information has been assessed, the certification body will notify the certification owner which consequences result from the change:

- The changes are of an administrative nature (changes to name or type of approved product).
- A full or partial type test or follow-up inspection to maintain the approval.
- The changes are appropriate within an already approved type (approval number is maintained).
- The changes result in being of a different product type. A new application is submitted for this.

The procedures for an initial inspection or a follow-up inspection apply.

9 FOLLOW-UP INSPECTION

9.1 GENERAL

Follow-up inspections are carried out to maintain the users' justified confidence in the quality of the approved product.

The systems are periodically presented for re-certification and assessed by or on behalf of the certification body.

The certification body determines whether the systems to be inspected:

- are provided by the certification owner, or
- are selected by the certification body on location (production, warehouse), or
- systems offered by the certification owner are exchanged, possibly in the market, or
- are selected on the market by the certification body.

9.2 RANDOM INSPECTIONS

A follow-up inspection is carried out on 1 selected system.

The frequency at which the follow-up inspection is carried out is based on the quantity of approval stickers used, see table below.

	RANDOM INSPECTION SIZE	MINIMUM	MAXIMUM
electronic vehicle security systems	1 per 2,500 units	Minimum of 1 per year	Maximum of 4 per year
mechanical vehicle security systems	1 per 1,000 units	Minimum of 1 per year	Maximum of 4 per year

9.3 EXECUTION

During the follow-up inspection, it is examined whether the system still meets the requirements set.

The follow-up inspection consists of a check for possible changes and an assessment of the systems against the approved system. Part of the tests are performed as indicated in the specific inspection regulations.

9.4 EXTRA ASSESSMENT

The certification body can perform additional assessments if there is reason to do so. Valid reasons are:

- the results of other assessments;
- complaints that the system to which the certification mark has been applied does not meet the requirements set;
- complaints about misleading or incorrect use of the certification mark;
- publications;
- the certification body's own observations;
- information from interested parties, such as government and/or insurers.

For the implementation, reporting, review, decision-making and any sanctions, the provisions of a follow-up inspection apply.

9.5 REPORTING AND DECISION-MAKING

The reporting of a follow-up inspection or additional assessment shall include all findings of the assessment, including the assessment of corrective actions for identified shortcomings. If the shortcomings are resolved within the aforementioned time periods, the report must contain a positive conclusion about the established conformity so that the certified status can be maintained without making decisions.

If shortcomings are not resolved within the aforementioned time periods, an interim report is made containing a recommendation for blocking (part of) the scope.

The report with the recommendation to block should be reviewed for, among other things, completeness of the assessment, execution by qualified certification staff and correct process completion.

10 DISAPPROVAL AND SANCTIONS

10.1 GENERAL

A shortcoming is a situation that is not in accordance with the requirements, or procedural conditions.

Shortcomings can be classified as major or minor.

10.2 MAJOR SHORTCOMINGS

It is considered a major shortcoming when:

- At a follow-up inspection, the certified system does not meet the requirements.
- The use of the certified system results in dangerous or unsafe situations.
- The system has been changed without prior notification to the certification body, or no new test report has been submitted (see chapter 8).
- Procedural requirements are not (or are no longer) implemented (e.g. use of certification mark, handling of complaints).
- A situation results in significant doubts that the system does not meet the requirements.
- Fraud, deception of the certification body, or deliberately providing incorrect or incomplete information to the certification body.

10.3 MAJOR - CONSEQUENCES

In the event of a major shortcoming, the certification owner is denied the right to use the certification mark, see paragraph 10.8. (blocking).

The certification owner must submit a plan of action to the certification body that consists of at least:

- an analysis focusing on the root cause and/or root causes of the shortcoming. This analysis shows (not exhaustively) the possible causes in the production process and the possible causes in the failure of control processes.
- The actions to be taken that are immediately necessary to prevent more systems that do not meet the requirements from being supplied with the certification mark.
- An analysis focused on the systems delivered since the last follow-up inspection by or on behalf of the certification body that may not meet the requirements, and on the extent to which the root causes that have been analysed have led to any (previously unreported) shortcomings.
- Actions to be taken to recover or repair all delivered systems that do not meet the requirements (recall or replacement).
- Solutions aimed at preventing this from recurring and ensuring this.

The certification body assesses the action plan. If the action plan makes the certification body confident that the measures are appropriate, the certification owner may implement the action plan. If the action plan does not make the certification body confident, revocation will occur, possibly after a one-off extension.

The implementation of the action plan is documented so that it can be verified by the certification body.

The deadline for implementing the corrective measures based on the action plan is a maximum of three months.

10.4 MAJOR - ASSESSMENT BY THE CERTIFICATION BODY

Within a period of no more than 7 working days after the major shortcoming has been determined, the certification body assesses the action plan for the efficiency and effectiveness in relation to the shortcoming(s) found.

The certification body assesses the implementation of the corrections and the implementation of the corrective measures within four months after the shortcoming has been determined, to determine that the shortcoming has been remedied. The method of assessment depends on the

nature of the shortcomings. Where necessary, an additional assessment is performed for verification.

The certification body can, if justified, extend the period for corrections and corrective measures once by a period of two months.

10.5 MINOR SHORTCOMINGS

It is considered a minor shortcoming when:

- There is a situation that, based on objective observations, raises doubts about the quality of the certified systems.
- The certified system does not meet the requirements for a follow-up inspection, but it does for an additional certification on at least one system of the same production series.
- The documentation is not entirely correct and administrative/procedural errors have been made.
- The certification mark is not applied correctly.

10.6 MINOR - CONSEQUENCES

The certification owner is given three months to take corrective measures. The corrective measures must consist of at least:

- An analysis focusing on the root cause and/or root causes of the shortcoming. This analysis shows (not exhaustively) the possible causes in the production process and the possible causes in the failure of control processes.
- The actions to be taken that are immediately necessary to prevent more systems that do not meet the requirements from being supplied with the certification mark.
- An analysis focused on the systems delivered since the last follow-up inspection by or on behalf of the certification body that may not meet the requirements, and on the extent to which the root causes that have been analysed have led to any (previously unreported) shortcomings.
- Actions to be taken to recover or repair all delivered systems that do not meet the requirements (recall or replacement).
- Solutions aimed at preventing this from recurring and ensuring this.
- Assessment of the effectiveness of the implementation of these solutions (for example, through an internal audit).

The implementation of the corrective measures is documented so that it can be verified by the certification body.

The deadline for implementing the action plan is a maximum of three months.

10.7 MINOR - ASSESSMENT BY THE CERTIFICATION BODY

The certification body assesses the implementation of the corrections and the implementation of the corrective measures within four months after the shortcoming has been determined, to determine that the shortcoming has been remedied. The method of assessment depends on the nature of the shortcomings. If necessary, an additional assessment is performed for verification. The certification body can, if justified, extend the period for corrections and corrective measures once by a period of two months.

10.8 BLOCKING

The approval is blocked:

- if it is determined that there are one or more major shortcomings,
- if the corrective measures for the minor shortcomings within the set (extended) period have not resulted in the removal of the shortcoming(s), or
- in case of non-compliance with the conditions for certification (including the financial obligations and obligations regarding the use of the certification mark),
- if the certification owner has not supplied certified systems with a certification mark for a maximum period of two years,

Blocking for system-related shortcomings is system-specific.

- if the certification owner damages the interests and image of the certification scheme, the certification body and/or the CCV.

The blocking is general in nature and concerns all approved systems.

The certification body fully documents the assessor's recommendation, the review and decision-making and the decision, including substantiation.

The certification body informs the certification owner about the blocking by registered letter or by e-mail with receipt confirmation.

10.9 CONSEQUENCES OF BLOCKING

The certification body removes the system from the list of approved systems.

From the moment of blocking onward, the certification owner is not allowed to use the certification mark or to refer to the approval status of the systems to be supplied.

In the event of a blocking, the certification owner remains responsible for rectifying defects in systems to which the certification mark has been applied.

10.10 LIFTING THE BLOCKING

If the certification body determines that all identified shortcomings have been remedied, the blocking will be lifted. The certification body will notify the certification owner in writing and will cancel publication of the blocking.

From the date stated in writing by the certification body, the use of the certification mark is again permitted.

A blocking lasts for a maximum of six months.

10.11 WITHDRAWAL

The certificate shall be withdrawn if the certification owner is unable to correct the shortcomings found within the blocking period.

The certificate will be withdrawn if the certification owner has not modified the security system within the requested period when reporting a specific M.O. for a specific model and type of vehicle.

The certification body informs the certification owner about the withdrawal by registered letter or by e-mail with receipt confirmation.

10.12 CONSEQUENCES OF WITHDRAWAL

From the moment of withdrawal, the certification owner is not allowed to use the certification mark or to refer to the certified status of the systems supplied.

The certification body removes the data from the website.

Upon withdrawal, the certification owner remains responsible for remedying any defects in burglary security onto which the certification mark has been applied.

The certification body has the authority - if the certification owner is negligent - to take measures, such as informing customers and users. The costs for doing so may be charged to the certification owner whose product certificate has been withdrawn.

CENTRE FOR CRIME PREVENTION AND SAFETY

The Centre for Crime Prevention and Safety is the centre that develops and implements coherent tools to increase social security. The CCV encourages cooperation between public and private organisations to integrally reduce crime and forms a link between policy and practice.

With these instruments developed by the CCV, instruments developed by other parties, or (technical) instruments already present at the market level, there may be a need to demonstrate the quality of achieved performances.

The CCV manages compliance schemes for this, for which a structure has been set up with the participation of interested parties.

The Centre for Crime Prevention and Safety is located in Utrecht:

Churchillaan 11
3527 GV Utrecht
PO Box 14069
3508 SC Utrecht
T (030) 751 6700
F (030) 751 6701
www.hetccv.nl