








# OceanaMark – Certification Guide



INPUT	OUTPUT	EVENT
<p>Review products requiring certification, identify appropriate standard/s.</p> <p>Access product for compliance with all the relevant requirements.</p> <p>Construct technical specification, instructions and drawings. Refer to product standard/s and IAPMO R&amp;T Ocean client manager for requirements and guidance.</p>	<p>Certification can only be granted to one applicant. The applicant may be an agent for proposed certificate holder.</p> <p>The Licensee is the legal entity responsible for all local regulatory requirements relating to the certification and the product listed under the certification.</p>	
<p>Review fee schedule with IAPMO R&amp;T Oceana to determine appropriate fees.</p> <p>Complete application form and forward with technical specification, instructions and appropriate fees to IAPMO R&amp;T Oceana.</p> <p>IAPMO R&amp;T Oceana provides client with Test Schedule, list of recognised laboratories.</p> <p>Applicant forwards test sample/s, Test Schedule and technical specification to an IAPMO R&amp;T Oceana recognised laboratory.</p>	<p>Applicant to seek fee structure clarification from IAPMO R&amp;T Oceana.</p> <p>Application for certification may be made by any party representing the client (the proposed certificate holder).</p> <p>By signing the application form the applicant agrees to IAPMO R&amp;T Oceana product certification terms and conditions.</p> <p>IAPMO R&amp;T Oceana can manage the test program liaison process for the applicant, as an agent. This service will be invoiced at our current hourly rate</p>	
<p>Test laboratory provides IAPMO R&amp;T Oceana with a full and complete test report (NATA or equivalent) for assessment.</p> <p>Test laboratory is to ensure all test schedule work has been satisfactorily addressed. The test laboratory must contact IAPMO R&amp;T Oceana where a discrepancy is observed e.g. the appliance or component has a feature, which they believe, is not adequately addressed by the test schedule.</p>	<p>IAPMO R&amp;T Oceana notifies applicant of any corrective actions required to progress the project.</p> <p>IAPMO R&amp;T Oceana notifies applicant on report assessment findings and provides details on corrective actions necessary to progress certification.</p>	
<p>Client to ensure appropriate corrective actions are implemented to address any adverse findings in product, technical specification, instructions or markings.</p> <p>Submit amended information for IAPMO R&amp;T Oceana review.</p> <p>The client may request IAPMO R&amp;T Oceana conduct a 'final review' of the product and associated certification documentation at the report review stage</p>	<p>The final list of product(s) to be covered by the certification after satisfactory completion of all actions is confirmed.</p> <p>Written acceptance by IAPMO R&amp;T Oceana of corrective action, technical specification, instructions and markings.</p> <p>N.B. Conditions apply.</p>	
<p>IAPMO R&amp;T Oceana completes certification process by issuing the Certificate of certification with details of the product covered under certification with any outstanding fee invoice.</p> <p>Licensee/manufacturer maintains a design freeze and notifies IAPMO R&amp;T Oceana of any intended changes in the product, processes, documentation or materials that could adversely affect compliance of the product.</p> <p>IAPMO R&amp;T Oceana conducts regular Continuous Compliance Inspections (CCI) of the certified product. These inspections are conducted at the nominated manufacturing site.</p>	<p>All certified product must display the 'OceanaMark', by either the 'self marking' option (data plate or other approved method) or by affixing serialised labels purchased from IAPMO R&amp;T Oceana.</p> <p>IAPMO R&amp;T Oceana will contact the Certificate Holder to arrange mutually acceptable time and location to conduct the Continuous Compliance Inspection (CCI).</p>	



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