

## NATIONAL CERTIFICATION SYSTEM

### BASIC PROVISIONS

This document defines the basics of both mandatory and voluntary certification of products (processes, services), as well as rights, duties and responsibilities of state bodies, enterprises with various forms of ownership and other participants in certification work.

The following concepts and terms apply in this document and their definitions in accordance with ISO MEK Guidance Document 2 and the international standard ISO 8402-86:

certification - confirmation by the competent authority compliance of products (services, processes) with requirements normative document;

certification of conformity - third party action to strong evidence of the guarantee that properly unified products, processes and services are consistent the requirements of a specific standard or other regulatory document;

mandatory certification - confirmation of compliance products (processes, services) mandatory regulatory requirements documents by a body vested with special powers;

voluntary certification - certification carried out on a voluntary basis at the initiative of the manufacturer (contractor, seller, supplier), consumer products (consumer societies and unions), as well as government bodies (hereinafter referred to as customers);

normative document - standard, sanitary norms and rules, or other document reflecting the requirements for products and services, as well as methods for assessing their quality;

international standard - a standard accepted by international standardization organization and available for use a wide range of consumers;

national standard - the standard adopted by the national standardization organization and available for use a wide range of consumers;

compliance information - reliable information of the supplier about conformity of a product, process or service to a specific standard or other regulatory document;

certification system - certification system compliance, equipped with special methods and rules management;

certification system for similar products (processes, services)  
- certification system for certain products, processes, services with

application of the same specific standards, rules and methods;

certification body - certification body

compliance;

certificate of conformity - a document issued in accordance with certification system rules

necessary assurance that properly

unified products, process or services are consistent

a specific standard or other regulatory document;

mark of conformity - issued and applied in accordance with certification system rules and protected in the established (in field of certification) order sign indicating

providing the necessary confidence that this product,

the process or service conforms to a specific standard or

another regulatory document;

member of the certification system - certification body,

member given Enikeev system in accordance with the rules and

able to take part in managing this

systems;

accreditation - formal recognition of the authority to exercise any certification activity;

accredited laboratories - testing laboratories, officially recognized

testing specific types of products (processes, services) or

conducting specific types of tests;

special authority

certification, accredited testing laboratories and others

enterprises, organizations and institutions (their structural units and associations) governing the certification system

a particular object and received accreditation

authority to certify a specific facility and

accreditation of testing laboratories;

safety - no unacceptable risk

bring damage;

environmental protection - environmental protection from adverse effects of products, processes or services;

production certification - official confirmation

availability of the necessary conditions for stable performance

requirements of regulatory documents for production

(provision of services) checked during certification by the authority

for certification or other specifically authorized

body;

inspection control - control over the activities of bodies,

accredited for certification, for activities

testing laboratories as well as certified

products and their production;

customer - enterprises, organizations and citizens who applied to certification bodies with an order for certification

products - a specific type (brand);

expert-auditor - a person who has passed certification and received the right to conduct one or more types of work in the field

certification;

quality system - a set of organizational structure,

responsibilities, procedures, processes and resources providing general management of quality;  
certification scheme - composition and sequence of actions  
third party certification  
compliance.

## 1. GENERAL PROVISIONS

### 1.1. Certification objectives

1.1.1. Certification is carried out in order to:

- preventing the release and sale of products (processes, services), dangerous to life, health, property of the population and for the environment;
- assisting consumers for a competent choice products (processes, services);
- assistance to enterprises and entrepreneurs for their participation in international economic and scientific-technical cooperation and in international trade.

### 1.2. International treaties

1.2.1. In case the rules established in international agreement in which the Republic of Azerbaijan participates, differ from similar rules provided for in the National certification system, the rules established in international treaty.

## 2. GENERAL REQUIREMENTS FOR CERTIFICATION ACTIVITIES

### 2.1. Certification system objects and certification conditions

2.1.1. Certification work is organized by creating certification systems. Certification rules in these systems are established taking into account the peculiarities of production and supply (execution) of similar products (processes, services), requirements of international systems and agreements.

2.1.2. Legal entities and individuals have the right to accept the decision to create their own certification systems or on joining existing systems.

2.1.3. When creating certification systems, you must:

- identify the objects of certification, as well as categories and types regulatory documents in relation to which certification of conformity;
- determine the procedure and rules for certification in this system.

2.1.4. AZS National Certification System is being built for ensuring recognition abroad of the certificates issued by her and signs of conformity and operates in accordance with applicable norms and rules, working in conjunction with international,

regional certification systems and national systems certification of other countries.

2.1.5. AZS National Certification System is open to participation in it by government bodies, testing laboratories, as well as foreign institutions and enterprises, countries with certification responsibilities.

2.1.6. In the National Certification System AZS, as in any another certification system provides that consumers public organizations, certification bodies, test laboratories, as well as all other interested enterprises, organizations and individuals are free to use information on the activities of this system, including information about the rules adopted in the system, about its participants, about accreditation and certification results. Confidentiality trade secret information is guaranteed.

2.1.7. The official language of the National Certification System is the Azerbaijani language. Documents used registered and issued under this system (applications, protocols, certificates, certificates, etc.) are issued on Azerbaijani language. At the request of the customer, copies documents, for a fee, can be issued in any language.

2.1.8. Along with products (processes, services), to certification may be presented software products and other scientific and technical products, as well as organizational and technical and information systems.

## 2.2. Structure of the National Certification System AZS

2.2.1. Organizational structure of the National System AZS certification consists of:

- National certification body;
- bodies accredited for certification similar products;
- accredited testing laboratories (centers);
- bodies accredited for certification of quality systems and certification of production.

2.2.2. Tasks of the National Certification Body:

- develop, in collaboration with relevant legislative and executive bodies; general policy on application, development and improvement of certification in republic;

- organize and coordinate work to ensure certification in the republic;
- on certification issues, in the established order, interaction with authorized bodies of other countries and international organizations, and, if necessary, to ensure participation of the republic in the work of these organizations.

2.2.3. The composition of the bodies included in the AZS system, tasks and liability of certification participants, as well as the form of compensation costs associated with certification work in a particular system and the volume of these costs is determined by the body heading this system in accordance with tariffs approved

Azgosstandart.

#### 2.2.4. National Certification Body:

- defines the principles of construction and functioning of all certification systems, structure, certificate and mark of conformity AZS National Certification Body and sets the rules their use;
- coordinates the interaction of all systems certification;
- carries out, together with commissions consisting of representatives of all interested parties, accreditation of bodies certification and testing laboratories (centers), as well as certification of expert auditors and inspection control over their activities;
- maintains the State Register of the National System AZS certification ;
- sets prices for accreditation, certification and certification;
- considers appeals based on certification results and accreditation;
- in the absence of a certification body for a certain a specific type of product (processes, services) performs the functions a similar organ;
- provides transparency to all interested parties certification information;
- carries out inspection control over compliance with the rules, accepted in the system;
- has the right to assign its functions to the authorities, endowed with special powers.

2.2.5. Organizations and laboratories (centers) applying for accreditation in the national certification system AZS , must have the status of a legal entity, and the degree of their independence should be such that the factors of their administrative subordination and financial condition are completely ruled out the possibility of commercial, financial or any other impact on their staff, customer and other interested the parties were not able to influence the results of the certification and testing.

As a testing laboratory can be accredited enterprises and organizations with state, rental, cooperative and other forms of ownership.

As certification bodies, according to the rules, accepted in the National Certification System AZS , may be accredited enterprises and organizations with the means and documented procedures, including joint stock societies, associations (including research institutes and territorial organizations Azgosstandart).

2.2.6. Organizations wishing to accredit and act in as a certification body, must officially declare their recognition of all the rules and measures established by the National AZS certification system .

2.2.7. The national certification body is required to provide manufacturers (performers), trade organizations,

consumers and other interested parties information on existing certification systems, about the bodies heading these systems, and also about certificates, marks of conformity and rules their application.

2.2.8. Authorities leading certification systems are required to bring information about the rules and methods of certification of products, with the exception of information that is a trade secret, until interested parties. List of Non-Information trade secret established by the head certification system, and brought to interested parties.

### 2.3. Authorities with certification authority

2.3.1. Government bodies implementing management of certification systems are considered by authorities empowered to conduct certification and within their powers:

- determine the general principles of certification assigned to types of products (processes, services) in the territory Republic of Azerbaijan;
- make decisions on connecting to international and regional certification systems, conclude agreements on mutual recognition of certification results;
- in relations with foreign bodies and in international organizations act as representatives Republic of Azerbaijan on certification issues.

### 2.4. Certificate and Mark of Conformity

2.4.1. If accepted by certification body positive decision on certification of products (processes, services), the applicant is given a conformity mark for this product (processes, services) and a license certifying the right to use this sign (certificate license).

2.4.2. Conformity mark used in the National System AZS certification is registered in the prescribed manner.

2.4.3. Conformity mark used in the National System AZS certification, protected by law.

2.4.4. Illegal use of the mark is not allowed compliance.

## 3. MANDATORY CERTIFICATION OF PRODUCTS (PROCESSES, SERVICES) ON SAFETY REQUIREMENTS

### 3.1. Mandatory certification conditions:

3.1.1. Products (processes, services) are subject to mandatory certification on safety indicators for life, health, property of citizens and indicators of environmental cleanliness.

3.1.2. In case if in normative documents of production (processes, services) there are no safety requirements for

life, health, property of people and for the environment, but with this is likely to be hazardous when used, stored and transportation of these products (processes, services), these documents are subject to revision to include the specified requirements.

3.1.3. In all cases, the mandatory certification On th chaet in self tests to determine performance safety of products (processes, services) and inspection supervision to ensure these indicators in the future production process.

Mandatory certification tests should be carried out in testing laboratories (centers) accredited to appropriate certification system according to the methods defined in relevant regulatory documents, and in the absence thereof - according to the methods determined by certification bodies.

3.1.4. List of products subject to mandatory certification approved by the Cabinet of Ministers of Azerbaijan Republic and is reviewed at least once a year.

3.1.5. National certification body and authorities, endowed with certification authority, are entitled to within their authority, apply mandatory certification raw materials, materials and components according to characteristics and features that directly enforce requirements specified in regulatory documents for safety indicators.

3.2. Sales of products (processes, services) subject to compulsory certification.

3.2.1. Products classified as mandatory certification, can not be realized by retail enterprises sales or to consumers for direct use in the territory of the Azerbaijan Republic, if these products: not submitted for certification; failed certification due to non-compliance regulatory documents and other certification requirements; did not meet certified requirements, and also if the term certificate expired or suspended (canceled).

It is forbidden to sell products to which a mark is assigned compliance contrary to law or despite non-compliance products certification requirements.

3.2.2. The entrepreneur has the right to sell products for the borders of the Azerbaijan Republic without a document, confirming the passage of the certificate (if allowed legislation of the importing country), as well as if the legislation does not provide for a different procedure to implement this product for other use. Wherein damage to life, health and property must not be allowed citizens and the environment.

3.3. Rights of authorities with certification authority when conducting mandatory product certification

(processes, services)

### 3.3.1. Certification Body for Similar Products

(processes, services) has the right:

- provide a certificate of conformity and a license giving the right to assign a conformity mark to products (processes, services);
- supervise compliance with the rules and certification methods for product types assigned to it (processes, services);
- suspend or terminate previously issued certificates of conformity or license.

Certification body for similar products (processes, services) is responsible:

- for the objectivity of certification results;
- for violation of confidentiality of information received in certification progress;
- for actions that violate the equality of rights of persons wishing purchase the appropriate certificates.

3.3.2. Testing laboratory (center) accredited to AZS National Certification System has the right to tests only in the field of accreditation (recognition).

An accredited testing laboratory (center) must provide:

- competent testing and their reliability results;
- ability to verify laboratory compliance with requirements accreditation;
- confidentiality of information on test results.

3.3.3. The expert auditor must pass certification and registration in the manner prescribed by the National Certification System AZS .

### 3.4. Responsibilities of manufacturers (suppliers, trading organizations) when conducting mandatory certification

3.4.1. Enterprises (entrepreneurs) implementing sales of products (processes, services) to retail enterprises sales to consumers in Azerbaijan

Republics are required to:

- to ensure unimpeded implementation of the functions of organs, Obligatory certification of products;
- in case certified products (processes, services) does not meet the requirements of the certificate assigned to it or the certificate has expired, as well as when the certificate was revoked by the decision of the certification body - temporarily suspend or completely discontinue implementation given products (processes, services);
- notify the certification body of changes made in the technical documentation of certified products or in manufacturing process.

### 3.5. Certification of imported products



3.5.1. Upon conclusion of import agreements (contracts) products to be used in Azerbaijan

For the intended purpose of the republic, it is necessary to provide condition for having a certificate confirming certification products and recognized by the national certification body.

3.5.2. Received National Declarations of Conformity or recognized foreign certificates and marks of conformity along with customs declaration filed with the customs authority control and are considered documents required for acquisition permits for the import of products into the territory of Azerbaijan Republic.

### 3.6. Certification Financing

3.6.1. Mandatory certification costs reimbursed by the customer in accordance with free tariffs and rules, established by the national certification system.

## 4. RESPONSIBILITY OF BODIES ACCREDITED FOR CARRYING OUT CERTIFICATIONS, TESTING LABORATORIES (CENTERS), AND ALSO MANUFACTURERS (EXECUTORS) AND SELLERS FOR VIOLATION OF THE RULES MANDATORY CERTIFICATION

4.1. Accredited certification bodies and testing laboratories (centers) are responsible for the following cases:

- for the unreasonable provision of a certificate of conformity;
- for submitting false test results;
- for repeated unreasonable provision of a certificate compliance;
- for the resubmission of false results tests.

4.2. Producers (performers) and sellers bear liability in the following cases:

- for the sale of products (processes, services) subject to compulsory certification, without certificate;
- for the sale of products (processes, services), not complying with regulatory requirements specified in Certificate
- for the sale of products, the sale of which was suspended or prohibited;
- for the assignment of products (processes, services) of the mark conformity in case it has not been certified or despite having a certificate, it does not comply requirements of the certificate assigned to her, as well as in the case if the certificate has expired or the certificate was canceled.

4.3. Officers are responsible for the violation

certification rules in the following cases:

- for violation by enterprises (manufacturers, suppliers) the rules provided for in paragraph 4.2 of this document, and also for obstructing inspectors control of certified products;
- in the presence of fault of certification bodies and accredited testing laboratories (centers):
  - biased certification testing and making false entries in test reports;
  - in violation of the rules and timing of certification, rules execution of documents confirming the conformity of products requirements of normative acts, as well as in the assignment of a certificate conformity of non-certified products.

Approved by  
Cabinet of Ministers  
Republic of Azerbaijan  
N 343 dated July 1, 1993

**LIST OF GOODS**  
whose safety must be guaranteed  
since January 1, 1994

1. Meat, meat products, milk and dairy products
2. Fish and fish products
3. Poultry, chicken egg
4. Grain, flour, cereals
5. Bakery and pasta
6. Coffee, tea and spices
7. Honey natural
8. Fruits, vegetables and their processed products
9. Animal and vegetable oils
10. Fats
11. Margarine
12. Sugar, sweets and confectionery
13. Beer, soft drinks, vinegar
14. Food salt
15. Tobacco and tobacco products
16. Baby carriage
17. Children's toys on wheels (tricycles, pedal cars for children), strollers for dolls
18. Dolls depicting people
19. Other children's toys, reduced size models, puzzles
20. Nipples for children, rubber heating pads
21. Rubber masks and fins for swimming
22. Children's underpants, pantolons, nightgowns, pajamas - until the 44th the size
23. Children's combinations, bottom skirts, underpants and pantolones - until the 44th the size

24. Children's T-shirts, sweatshirts and similar textile products - up to size 44
25. Underwear for infants and for preschool children age
26. Children's bathing suits and swimming trunks - up to size 44
27. Children's tights and hosiery - up to size 22
28. Children shoes, up to size 24
29. Detergents, bleaches and cleaners
30. Rubber gloves, including those used in medical purposes
31. Transformers with a capacity of not more than 1 kW, except for sizes, not intended for use in civil aviation
32. Domestic electromechanical machines with electric motor
33. Accumulated and inertia-free electric heaters, ionized electric boilers, electrical equipment for floor heating, room heaters, electric dryers for hands, electric irons, other household electric heaters
34. Electric telephone sets
35. Electrical equipment for turning on and off fuses, for disconnecting current or for connections to power lines (electrical switches, electrical switches, current switches, electrical relays, straighteners, plugs and sockets, cartridges for light bulbs, junction boxes, etc.), power no more than 1000 V
36. Trailers and semitrailers, other non-self-propelled vehicles means details to them
37. Tools and devices used in medicine, surgery, dentistry and veterinary medicine, other medical vision examination equipment
38. Household washing machines
39. Electric motors and generators, except intended for aviation (civilian)
40. Household welding machines
41. Tape recorders and other sound recording equipment
42. Incandescent, gas and electric
43. Insulated wires, cables and power transmitters with connectors and without them
44. Radio television devices
45. Cars, including their special types
46. Pneumatic rubber tires
47. Particle boards, similar wood boards, covered with soot, chipped and uncut
48. Heating furnaces and fryers, stoves and stoves (including central kettle heaters), deep fryers, furnace, stoves for stoves, heaters for heating food and similar household electrical equipment not manufactured from ferrous metal and details to them
49. Refrigerators and other types of appliances for cooling and freezing heat pumps
50. Ammonium sulfate

51. Exposed and developed films
52. Insecticides, rodenticides, herbicides, disinfection preparations and their analogues that regulate the emergence and growth of plants
53. Washing machines equipped with appliances for push-ups and drying clothes
54. Dishwashers
55. Machines and blocks for automatic processing of products
56. Primary cells and primary batteries
57. Soldering tools
58. Radiotelephones, wireless telegraphs, transmitting and receiving television equipment
59. Melting fuses and nozzles
60. Motorcycles (including mopeds) and bicycles with built-in engine
61. Two-wheeled and other bicycles without engines
62. Baby carriages and parts for them
63. Yachts and other swimming facilities for sports and recreation, row boats, canoe
64. Breathing apparatus, gas masks (except protective masks)
65. Orthopedic appliances
66. Electricity meters
67. Musical instruments
68. Small-bore single-barreled rifled shotguns: sports, hunting and target shooting
69. Cartridges for riveting tools, painless slaughter and animal stuns
70. Video games with reflections on the television screen
71. A helmet for the motorcyclist
72. Welded steel cylinders with a pressure of up to 1.6 MPa
73. Diamond tools
74. A liquid pump for a household power transmitter, operating at a voltage of 36 V or more
75. Household air and vacuum pumps, air and gas compressors
76. Household washing machines
77. Household woodworking machines
78. Inductors for fluorescent lamps
79. Electric batteries
80. Household drills, different
81. Circular saw, household
82. Household grinding machines operating under voltage 36 V and more
83. Electric appliances for shaving and cutting hair, working with voltage of 36 V and more
84. Devices for converting non-sonic electrical oscillations in sound, operating at a voltage of 36 V and more
85. Oscilloscopes, spectrometers and other electrical measuring instruments and control instruments and equipment (except counters electricity), instruments and apparatus for detecting alpha, beta, gamma, x-ray, space, and other ionic

rays

86. Non-threading dangerous double-barreled sporting and hunting target guns
87. Small-bore pistol
88. Bullets for shotgun rifles
89. Lighting equipment
90. Games launched with coins or tokens  
(except equipment for automatic bowling alleys)

WITH P AND WITH O K GOODS,  
whose safety must be guaranteed from July 1, 1994

1. Cognac, champagne, wine and vodka products  
winemakers
2. Canned food for baby food
3. Milk formula for baby food
4. Household enameled, galvanized and nickel silver ware,  
made of aluminum, steel - cast iron, copper - brass
5. Polyethylene oilcloths and products from them, in stock
6. Artificial leather and products from it
7. Plastic household products, in stock
8. Mineral fertilizers
9. Paintwork, glue and putty
10. Household electrical appliances
11. Audio and video equipment
12. Domestic air conditioners
13. Household electric pumps and compressors
14. Household appliances and electric motors
15. Agricultural machinery, equipment and appliances
16. Road-building machinery
17. Oilfield equipment
18. Window and car windows
19. Non-ferrous and ferrous metals, their alloys
20. Furniture products
21. Household gas appliances
22. Plumbing products used in everyday life
23. Facing materials
24. Linoleum, foam
25. Oil refined products
26. Cotton fiber
27. Underwear
28. Leather and leatherette products
29. Leather and fur products
30. Shoes
31. Inhibitors
32. Natural and compressed gas