

# MANUFACTURERS, OWN-BRAND LABELLERS AND DISTRIBUTORS



MCERTS is the Environment Agency's (EA) Monitoring Certification Scheme. The scheme provides a framework within which environmental measurements can be made in accordance with the EA's quality requirements

MCERTS certified equipment can be placed on the market in several ways and this datasheet explains the process for manufacturers, own-brand labellers and distributors.

## MANUFACTURER

The manufacturer is responsible for designing and manufacturing a product with a view to placing it on the market under its sole name. The manufacturer becomes the MCERTS certificate holder listed on the certificate and has responsibility for compliance with the MCERTS performance standards and regulations.

A manufacturer may also be any body that assembles, packs, processes, imports or labels ready-made products with a view to them being placed on the market under its sole name. The manufacturer is listed on the certificate as having responsibility for compliance with the MCERTS performance standards and regulations.

## OWN-BRAND LABELLER (OBL)

An OBL is a body that wishes to place a manufacturer's previously certified MCERTS product on the market under its own name i.e not the name of the original manufacturer. The OBL should apply for another MCERTS certificate in its own name and in so doing assumes the same responsibilities as the manufacturer, for products that bear the OBL name.

To avoid doubt, it is the OBL who takes full responsibility for compliance with the relevant MCERTS performance standard even though it may simply receive and distribute products already badged in the name of the OBL.

### THE OBL WILL NEED TO PROVIDE:

- An application form signed by the OBL.
- A copy of the MCERTS certificate issued to the manufacturer of the product that the OBL wishes to have certified in its own name.
- Where available, a copy of a valid ISO 9001 certificate, with a relevant scope, issued in the name of the OBL.
- A declaration by the original manufacturer of the product to be placed on the market in the name of the OBL that the product will be identical to that described in the original MCERTS certificate's design schedule except for the labelling.
- A declaration by the OBL that the product to be placed on the market in its own name will be identical to that described in the original MCERTS certificate.
- An undertaking by the OBL to comply with the Regulations Applicable to the Holders of CSA Group-Sira's Certificates.
- A copy of the agreement between the Manufacturer and the OBL (commercially sensitive information may be removed).
- The product shall have a different product reference to that used in the original certificate.

The OBL shall apply for a MCERTS certificate in its own name for a product that is the same product referenced in the manufacturer's previously issued MCERTS certificate. Any certificate issued will be in the name of the OBL and it will reference the original manufacturer's certificate on which it is based.

On receipt of this information CSA Group-Sira will allocate a new certificate number for the OBL MCERTS certificate. This MCERTS certificate will be issued to the OBL and will include a reference to the original MCERTS certificate. In addition to holding a MCERTS certificate in its own name the OBL is also responsible for engaging CSA Group-Sira to carry out an audit and surveillance of their quality management system as it relates to the certified product.

The audit will include a full review of the agreement between the Manufacturer and OBL. Furthermore, such requirements as customer-related processes, preservation of product and control of non-conforming product will be reviewed.

The scope of an initial audit may be limited by CSA Group-Sira if the OBL holds an ISO 9001 certificate with a relevant scope, issued by a certification body that is accredited by a nationally recognised accreditation body, which is acceptable to UKAS. CSA Group-Sira reserves the right to carry out full initial, surveillance or random audits on-site.

The validity of the OBL certificate is based on the validity of the original MCERTS certificate.

## OTHER DISTRIBUTION PARTNERS

### Distributors of MCERTS products

A distributor's name may appear on the product. It must be in addition and subordinate to that of the Manufacturer or OBL (MCERTS certificate holder) and never alone.

A distributor cannot apply for an MCERTS certificate. However, they may follow the procedure to become an OBL with the permission of the MCERTS certificate holder.

### System Integrators

System integrators, for example, those that identify uncertified products in overseas markets that have the potential to be compliant with MCERTS, may apply for MCERTS certification in their own name but must follow the procedures for Manufacturers, effectively "buying in" a major component of the product to be certified.

The system integrator in this case is responsible for demonstrating control of manufacture. CSA Group-Sira's audit may also include an audit of the major component manufacturer to ensure that appropriate controls are in place. A system integrator cannot become an OBL where there is no original MCERTS certificate on which the potential OBL can rely.

### Audit and surveillance

All manufacturers, irrespective of whether they are also an OBL or systems integrator are required to comply with the audit and surveillance requirements defined in the MCERTS standards.

For more information, please contact CSA Group-Sira to discuss your MCERTS requirements:

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