



IECRE AD-001

Edition ~~3.0~~ ~~2018-06-14~~

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IECRE ADMINISTRATIVE DOCUMENT

IEC System for Certification to Standards relating to Equipment for use in
Renewable Energy applications (IECRE System)

WE-OMC IECRE Certification Body (RECB) and IECRE Testing Laboratory
(RETL) Application form

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INTERNATIONAL
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1 General information

Please provide the information requested in items 2 and 3 (as applicable) below.

The following application shall be completed by the candidate RECB or RETL and shall be submitted by the Member Body in which the candidate resides. The Member Body shall ensure that the application package, as noted below, is complete.

NOTE: Incomplete applications will not be processed until full documentation has been received.

NOTE: Once this application is accepted and approved by the Secretariat, it shall be noted that additional documentation will be required to establish the assessment team and to facilitate the assessment, e.g. test reports, results of proficiency testing, accreditation reports, internal quality management documentation, etc.

Applicant RECB/RETL shall provide the information in the table below:

Legal Entity Name:	Click here to enter text.
Address:	Click here to enter text.
Contact person:	Click here to enter text.
E-mail:	Click here to enter text.
Tel.:	Click here to enter text.
Fax:	Click here to enter text.
Website:	Click here to enter text.

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2 Required documentation and confirmation for WE-OMC IECRE Certification Bodies (RECBs)

Application criteria	Documentation / Confirmation provided
1. Certification Bodies must be accredited to ISO/IEC 17065 when applying for recognition under IECRE (the actual application must be submitted by a WE-OMC Member Body)	Please provide a copy of your accreditation certificate & scope in Annex A.
2. Certification Bodies must be member of the Certification Body Stakeholder Group (SG 550) or must apply for membership at the same time as applying for recognition under IECRE. They must furthermore agree to abide by the attendance clause 4, item 2, of OD-550-1 NOTE: membership in SG 550 requires WE-OMC Member Body Endorsement.	Please provide the name of the person you wish to nominate: Click here to enter text. If you are already represented in SG 550, please provide the name of your representative: Click here to enter text.
3. Certification Bodies must agree to adhere to the (draft) RoP, (draft) ODs and current and future clarification sheets	Please check "yes" below: <input type="checkbox"/> Yes
4. Certification Bodies must indicate their agreement to undergo peer assessment on a periodic basis that is established by the REMC.	Please check "yes" below: <input type="checkbox"/> Yes
5. A peer assessment will be done by a (group of) identified peers (with possible additional experts). A specific peer or expert may be refused as long as argumentation is provided.	Please check "yes" below: <input type="checkbox"/> Yes
6. Certification Bodies agree to pay the relevant application fee.	Please check "yes" below: <input type="checkbox"/> Yes
7. Certification Bodies must agree to pay the assessment fee, which will be established together with the assessors. NOTE: The candidate may withdraw from the application process after the assessment fee has been established without incurring any costs.	Please check "yes" below: <input type="checkbox"/> Yes

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3 Required documentation and confirmation for WE-OMC IECRE Testing Laboratories (RETLs)

Application criteria	Documentation / Confirmation provided
<p>1. Test Labs must declare one or more competence areas as per draft RoP (document WE-OMC/007/DC) and will be assessed for each.</p>	<p>Please inform which competence area(s) for which you wish to apply:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Power Curve measurements according to IEC 61400-12-1, incl. Annexes A, B, C, D, E, G, H, K <input type="checkbox"/> Anemometer calibration according to IEC 61400-12-1 Annex F <input type="checkbox"/> Blade testing according to IEC 61400-23 <input type="checkbox"/> Loads testing according to IEC 61400-13 <input type="checkbox"/> <u>Acoustic Testing according to IEC 61400-11</u> <input type="checkbox"/> <u>Electrical Characteristics testing according to IEC 61400-21</u> <input type="checkbox"/> <u>Lightning protection testing according to IEC 61400-24: 2010</u> <input type="checkbox"/> <u>Drivetrain testing according to IEC 61400-4: 2012</u> <input type="checkbox"/> <u>Lidar Calibration according to IEC 61400-12-1: 2017, Annex L</u>
<p>2. Test Labs must be accredited to ISO/IEC 17025 for the standard(s) covering the competence area(s) when asking for recognition under IECRE (the actual application must be submitted by a WE-OMC member body).</p>	<p>Please provide a copy of your accreditation certificate & scope in Annex A.</p>
<p>3. Test Labs must have participated in the proficiency tests such as performed within MEASNET for relevant competences areas, or participate in such proficiency testing as part of the assessment (not required if such proficiency testing did not cover a specific competence area).</p> <p>(Note: proficiency testing is currently organised for a group of Test Laboratories and therefore the aim will be to group those that want to participate in proficiency testing together.)</p> <p>Later applications will still be processed but must expect a delay in the assessment while waiting for the results of a future proficiency test.)</p>	<p>Please provide evidence of such participation in Annex B.</p> <p>If you would like to participate in proficiency testing as part of the assessment please check 'yes' below</p> <p><input type="checkbox"/> Yes</p>

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Application criteria	Documentation / Confirmation provided
<p>4. Test Labs must be a member of the Test Laboratory Stakeholder Group (SG 551) or must apply for membership at the same time as applying for recognition under IECRE.</p> <p>NOTE: membership in SG 551 requires WE-OMC Member Body Endorsement.</p>	<p>Please provide the name of the person you wish to nominate:</p> <p>Click here to enter text.</p> <p>If you are already represented in SG 551, please provide the name of your representative:</p> <p>Click here to enter text.</p>
<p>5. If the proficiency test showed the test lab to have an outlier, data must be available to show a root cause analysis was conducted and corrective action implemented.</p>	<p>If applicable, please provide evidence of the root cause analysis and corrective action:</p> <p>Click here to enter text.</p>
<p>6. Test Labs must agree to participate in future proficiency testing if/when organised by the TL Stakeholder Group (for the relevant competence area).</p>	<p>Please check "yes" below:</p> <p><input type="checkbox"/> Yes</p>
<p>7. Test Labs must indicate their agreement to undergo peer assessment on a periodic basis that is established by the REMC.</p>	<p>Please check "yes" below:</p> <p><input type="checkbox"/> Yes</p>
<p>8. Test Labs must agree to adhere to the (draft) RoP, ODs and current and future clarification sheets.</p>	<p>Please check "yes" below:</p> <p><input type="checkbox"/> Yes</p>
<p>9. Test Labs agree to pay the relevant application fee.</p>	<p>Please check "yes" below:</p> <p><input type="checkbox"/> Yes</p>
<p>10. Test Labs must agree to pay the assessment fee, which will be established together with the assessors.</p> <p>NOTE: The candidate may withdraw from the application process after the assessment fee has been established without incurring any costs.</p>	<p>Please check "yes" below:</p> <p><input type="checkbox"/> Yes</p>
<p>11. A peer assessment will be done by a (group of) identified peers (with possible additional experts). A specific peer or expert may be refused as long as argumentation is provided.</p>	<p>Please check "yes" below:</p> <p><input type="checkbox"/> Yes</p>

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Annex A – Accreditation Certificate and Scope

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Annex B – Evidence of Proficiency Testing participation

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**IEC SYSTEM FOR CERTIFICATION TO STANDARDS
RELATING TO EQUIPMENT FOR USE IN RENEWABLE
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