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| logo ETICS transparent | **OPERATIONAL DOCUMENT** | **CIG 422****Section B.1** |
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| **Pre-Licence Factory Inspection Questionnaire**TO BE COMPLETED BY THE LICENCE HOLDER |
| ***Important Notice:****All Operational Documents used within the ETICS-CIG-Inspection Scheme are the intellectual property of the ETICS (ETICS European Testing Inspection Certification System | Rue des Deux Églises, 29 | 1000 Brussels | Belgium) and compiled only to be used in the context of the ETICS-CIG-Inspection Scheme.**These documents are only valid if used by ETICS-CIG-Inspection Scheme-Members and their authorized agents.**Any use of these documents, in full or partial such as extract of wording, tables, etc., by Non- ETICS-CIG-Inspection Scheme-Members is prohibited.**Should any organization seeking the use of these documents, in full or partial such as extract of wording, tables, etc., the ETICS-Office is to be contacted, and permission is to be received prior to the use.”* |
| Approved by: | Full Members of CIG Inspection Scheme | No. of pages: 3 |
| Date of issue: | April 2025 |  |
| Supersedes: | OD CIG 022 Section B1 - April 2019 | Page 1 of 3  |

OD CIG 422 SECTION B.1

Questionnaire to be completed by the Licence Holder

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| B.1.1.1 Licence Holder registered name and address: |
| Licence holder registered name: |       |
| Street and No.: |       |
| Postal Code: |       |
| City: |       |
| Province: |       |
| Country: |       |
| Telephone (incl. country code): |       |
| Mobile (incl. country code): |       |
| E-Mail: |       |
| B.1.1.2 Licence holder representative name and contact data: |
| Licence holder representative name: |       |
| Position: |       |
| Telephone (incl. country code): |       |
| Mobile (incl. country code): |       |
| E-Mail: |       |
| B.1.2  | List the kind of product (family name, e.g. vacuum cleaner), all brand and/or trade names and type references/model designations of the product(s) intended to be marked with the Certification Mark.*Product Category: For details refer to:* [*ETICS - European Standard Database*](https://www.etics.org/eu_std_db/eu_std_prod_cat.php) |
|       |
| B.1.3  | Which Certification Mark is requested according to which standards?*Please specify the requested type-approval procedure (e. g. ENEC, CCA or National).* |
|       |

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| **B.1.4**  | **Control of Production** |
| The following questions need only to be answered if the Licence Holder is not the factory: |
| 1) Are you the owner of the product design for the products as per B.1.2? | [ ]  yes | [ ]  no |
| 2) Are you keeping control of design modifications for the products as per B.1.2? | [ ]  yes | [ ]  no |
| 3) Do you control the quality system of the factory/factories producing the products as per B.1.2? | [ ]  yes | [ ]  no |
| 4) Does your contract with the factory/factories producing the products as per B.1.2 cover questions 1, 2 and 3? | [ ]  yes | [ ]  no |
| Please describe briefly how the contract covers these questions or provide a copy:      |
| B.1.5  | Signed for the Licence Holder: |
| Name and Position: |       |
| Place and Date:       | Signature: |

 ***Note:*** *The signatory to this form declares the accuracy of the information provided.*