

# INTERNATIONAL ELECTROTECHNICAL COMMISSION

# IECQ 01

First edition  
2003-11

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## IEC Quality Assessment System for Electronic Components (IECQ) –

### Basic Rules

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### Basic Rules

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Commission Electrotechnique Internationale  
International Electrotechnical Commission  
Международная Электротехническая Комиссия

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## INTERNATIONAL ELECTROTECHNICAL COMMISSION

**IEC Quality Assessment System for  
Electronic Components (IECQ) –  
Basic Rules**

## FOREWORD

This publication has been prepared by the Management Committee (MC) of the IECQ and approved by the Conformity Assessment Board (CAB), following the merger of the IECQ and CECC in April 2003.

It cancels and replaces QC 001001, Sixth edition, 2002.

Compared to the sixth edition, the new names of the main committee and its subcommittee (Management Committee and Conformity Assessment Bodies Committee respectively) have been introduced throughout. The reference number, IECQ 01 is similar in format to the Basic Rules reference number in the other IEC conformity assessment programmes.

The field of “solar photovoltaic home systems” is deleted from clause 3, Field of application, and from term A.5, as decided by CAB.

In 5 c) 3), the acronym NMI is explained in a footnote.

In 7.2 a), larger delegations are permitted in the case of additional SIs.

The beginning of 10.1 is clarified.

Annexes A and C to this publication are normative. Annex B is informative.

The text of this publication is based on the following documents:

Document	Report on Voting
CAB/433/DV	CAB/453/RV

Full information on the voting for the approval of this publication is contained in the report on voting indicated in the above table. The editorial change of the name of the scheme from IECQ-CECC to IECQ, reflected in the present document, was decided by the Conformity Assessment Board meeting held in Geneva on 2005-06-06 (Decision 17/9).

# IEC Quality Assessment System for Electronic Components (IECQ) – Basic Rules

## 1 Title

The title of the System is "IEC Quality Assessment System for Electronic Components", hereinafter referred to as "the System".

The abbreviation is "IECQ".

## 2 Object

Taking into account the object of the International Electrotechnical Commission (IEC) as given in Article 2 of the Statutes, the particular object of the System, operated in conformity with the Statutes and under the authority of the IEC, is to facilitate international trade in electronic components of assessed quality, in accordance with the principle of reciprocity\*.

The object is achieved by the definition and implementation of quality assessment procedures in such a manner that components, released as conforming with the requirements of an applicable specification, are acceptable to all participants.

In this System an applicable standard or specification denotes a standard or specification which is in accordance with clause 12.

This System provides procedures for the quality assessment of components but does not necessarily give assurance of compliance with safety requirements of equipment using those components.

## 3 Field of application

The System is applicable to all electronic components and related materials and processes for which quality assessment is required in specifications approved for use in the System.

## 4 Governing documents

The documents which state the Rules of the System and which govern the organization of its work are as follows:

- a) the Statutes of the IEC;
- b) the Rules of Procedure of the IEC and the ISO/IEC Directives, unless otherwise specified;

NOTE The Management Committee recognizes that the IEC technical committees, upon which it depends for IEC specifications, are governed in all their work by the Rules of Procedure of the IEC and the ISO/IEC Directives.

- c) ISO 9001, Quality management systems -Requirements
- d) ISO 10011, Guidelines for quality and/or environmental management system auditing;
- e) ISO/IEC 17025, General requirements for the competence of testing and calibration laboratories;
- f) relevant ISO/IEC Guides;

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\* See annex C

- g) the Basic Rules which define the principles of the System and which are approved by the Conformity Assessment Board (CAB);
- h) the Rules of Procedure which define the working procedures of the System at both the international and national levels. The Rules of Procedure are decided upon and amended by the Management Committee (MC), in accordance with the voting procedure described in 14.2, in agreement with the Conformity Assessment Bodies Committee (CABC) on matters which concern the latter. They shall not be in conflict with the documents referred to in a) and f). Amendments to the Rules of Procedure for the System shall be reported to the CAB;
- i) documents prepared by the CABC on procedures to ensure the uniform application of the Rules of the System and equivalence of national procedures, which shall be approved in accordance with the voting procedure described in 14.2 and shall become part of the Rules of Procedure.

## 5 Means of attainment

The object of the System is attained by

- a) the creation of suitable international and national bodies for the management and co-ordination of the System,
- b) the promotion of the preparation and of the use of IEC standards which contain requirements necessary for the operation of the System, and
- c) the preparation and implementation of Rules of Procedure for the System which govern the following:
  - 1) the responsibilities, policies and organization of the MC;
  - 2) the responsibilities, policies and organization of the CABC;
  - 3) the responsibilities of Certification Bodies (CBs), National Authorized Institutions (NAIs) and National Management Institutions (NMIs)\*;
  - 4) the accreditation of Supervising Inspectorates (SIs);
  - 5) the accreditation of independent testing laboratories;
  - 6) the approval of manufacturers, including their testing laboratories;
  - 7) the approval of distributors as regards their ability to supply components of assessed quality according to the System;
  - 8) the approval of specialist contractors;
  - 9) the approval of related materials and processes;
  - 10) the detailed procedures for the quality assessment and release of components and for the grant of an attestation of conformity, such as a Mark or Certificate, to components, materials or part finished components which are made, inspected, released and delivered in accordance with the System;
  - 11) the auditing and validation of component management plans according to e.g. IEC TS 62239, Process management for avionics – Preparation of an electronic components management plan.

\* An NMI may be created in a country where there is no IEC National Committee or where the National Committee wishes neither to assume the function of an NAI nor to recognize another body as an NAI (see 6.3)

## 6 National organization

**6.1** The national organization established to co-ordinate the activity for the quality assessment of electronic components, materials and processes in a participating country in the System shall be the National Committee of the IEC or a body recognized by the National Committee of the IEC. It shall, in principle, have the following functions to be fulfilled:

**6.1.1** For all participating countries

- a) the management of the operation of the system at the national level and the responsibility for the national representation of its country in the System. These functions shall be performed by an NAI authorized by responsible national organizations (government, trade associations, standards organizations, etc.);
- b) the preparation and issue of national standards and other documents associated with the System. This function may be performed by a National Standards Organization (NSO).

**6.1.2** and additionally, for certifying countries

- a) the full responsibility for certification nationally under the System. This function shall be performed by one or more CBs as designated in the national rules;
- b) the surveillance of all procedures for quality assessment necessary for the System and for the supervision of the attestation of conformity. These functions shall be performed in its country by one or more SIs which may also assume, under the conditions specified in the Rules of Procedure, similar responsibilities of the application of the System to materials, processes and to components partially or wholly manufactured in countries not having an SI;
- c) the responsibility for calibration. This function may be performed by one or more recognized calibration services, which may be in other participating countries, to which the SIs and testing laboratories shall refer for the periodic verification of their measurement standards by comparison with reference standards having a known relationship to national or international standards.

**6.1.3** The organizations performing the functions described in 6.1.1 and 6.1.2 may operate individually or jointly, provided that they comply with the requirements of the relevant ISO/IEC Guides or International Standards and that there is no conflict of interest or loss of impartiality in the performance of these functions.

**6.2** A CB, upon the recommendation of an SI, shall have the authority to declare that the quality systems of manufacturers, distributors, specialist contractors and independent testing laboratories have been assessed, for the purpose of the System, and it has been shown that they comply with the requirements of the Rules of Procedure of the IECQ as well as with ISO 9001 or ISO/IEC 17025 as appropriate (see 13.2).

NOTE Demonstration of compliance with ISO 9001 or ISO/IEC 17025 does not necessarily ensure compliance with all the relevant requirements of the IECQ with regards to approval of manufacturers, distributors and specialist contractors and to accreditation of independent testing laboratories. Manufacturers, distributors, specialist contractors and independent testing laboratories shall also demonstrate that they fulfil the quality assessment requirements of IECQ relating to the components and processes covered.

**6.3** In countries where there is no IEC National Committee or where the National Committee wishes neither to assume the function of an NAI nor to recognize another body as an NAI, the Rules of Procedure shall define the procedure to be followed.

**6.4** The functions described above shall be carried out in accordance with the national rules which shall implement the Rules of the System, and may be carried out by already existing bodies, or bodies especially set up for the purpose of the System. The national rules of the different countries shall be easily comparable and ensure the uniform application of the Rules of the System.

## 7 International organization

**7.1** The overall responsibility for the functioning of the System is vested in the MC, which is a committee of the IEC and operates under the authority of the CAB.

**7.2** The composition of the MC is as follows:

- a) a delegation from each participating country consisting of not more than two delegates appointed by its NAI (proportionally more in the case of additional SIs);
- b) a Chairman;
- c) a Vice-Chairman;
- d) a Treasurer;
- e) a representative appointed by the CABC;
- f) the General Secretary of the IEC;
- g) a Secretary;
- h) past Chairmen, as may be decided by the MC.

**7.3** The MC may establish working groups, with clearly defined terms of reference, to advise it on matters related to the management of the System.

**7.4** The MC shall establish a CABC and shall clearly define its composition and terms of reference.

The CABC shall be responsible for supervising the uniform application of the Rules of Procedure concerning quality assessment. The relationship between the MC and the CABC is governed by the Rules of Procedure.

## 8 Officers and administration

**8.1** The Chairman is appointed for a period of three years by the CAB, on a nomination by the MC, with the possibility of re-appointment for one further period of three years. Further re-appointments for three years are permitted, but only if there are no other nominations. During his term of office, the Chairman shall not act as a national delegate to the MC.

**8.2** The Vice-Chairman is appointed for a period of three years by the CAB, on a nomination by the MC, with the possibility of re-appointment for one further period of three years. Further re-appointments for three years are permitted, but only if there are no other nominations. The Vice-Chairman may at the same time be a national delegate to the MC, except when he takes the chair at a meeting.

**8.3** The Treasurer is appointed for a period of three years by the CAB, on a nomination by the MC, with the possibility of re-appointment for one further period of three years. Further re-appointments for three years are permitted, but only if there are no other nominations. The Treasurer may at the same time be a national delegate to the MC.

**8.4** The Chairman, Vice-Chairman, or Treasurer may continue to serve until a successor has been appointed by the CAB.

**8.5** The Secretariat shall be located at the Central Office of the IEC or in a participating country. In the second case, the MC shall decide on the degree of administrative support that should be provided by the Central Office.

**8.6** The Secretary is appointed for a period of five years by the CAB, on nomination by the MC. He is eligible for re-appointment without restriction. The Secretary shall not act as a national delegate to the MC.



**8.7** The Secretary shall be responsible for the execution of those duties prescribed in these Basic Rules and in the Rules of Procedure. The Secretary shall carry out the instructions of the MC and of its Chairman.

## **9 Report to the Conformity Assessment Board**

The MC shall submit an annual report to the CAB.

## **10 Requirements for participation**

**10.1** Any National Committee of the IEC, or a body recognized by the National Committee of the IEC, desiring to participate in the System shall submit an application to the Secretary, accompanied by a National Statement of Surveillance Arrangements (NSSA). The NSSA shall consist of two parts, the first of which relates to the national administration. The second, where appropriate, shall consist of a series of annexes prepared in accordance with the Rules of Procedure by SIs recognized by the NAI to operate in the country, giving descriptions of their resources.

**10.1.1** In the first part the applicant shall make the following declarations:

- a) that it wishes to be recognized as an NAI;
- b) that it agrees to implement the Rules of the System and to publish documents which are necessary nationally;
- c) that it agrees to recognize without discrimination all approvals, accreditations and validations granted in accordance with the System by other participants;
- d) that it agrees to meet the financial obligations of clause 16;

The first part shall also give the following information:

- e) a description of the relationship between the IEC National Committee, the NAI and any CBs or SIs which wish to operate in the country;
- f) a statement regarding the relationship to government and industry with reference to any relevant law(s) and other legal provisions.

**10.1.2** The Secretary shall circulate copies of the request and details of the information contained in 10.1.1 to the MC and, unless significant objections are received within one month, the organization shall be admitted as a participating country in the System.

**10.2** Participating countries are represented in the MC as described in 7.2a).

**10.3** Any participating country desiring to make use of the certification and validation procedures of the System shall satisfy the following requirements:

- a) it shall have one or more CBs according to 6.1.2a);
- b) it shall have one or more SIs according to 6.1.2b) accredited under the Rules of the System. It may also delegate this responsibility to an accredited SI recognized in another participating country;
- c) it shall have established procedures for determining a national opinion in the event of conflicting viewpoints being expressed by a plurality of CBs and SIs operating in its country;
- d) it shall have established or recognized the calibration service referred to in 6.1.2c);

- e) it shall have made arrangements for arbitrating on an appeal against decisions of any relevant CB or SI.

**10.4** Any other countries, groups of manufacturers, or individual manufacturers, not represented by an IEC National Committee, or whose IEC National Committee does not desire to participate, shall satisfy the requirements set forth in the Rules of Procedure governing access to the System by manufacturers, specialist contractors, distributors, and independent testing laboratories in non-participating countries.

**10.5** In special circumstances not otherwise covered by these rules, the matter shall be dealt with by the MC.

## **11 Legal provisions**

### **11.1 International level**

**11.1.1** The MC does not engage in trade, is non-profit making and does not take part in any other economic pursuit on its own behalf. It has no marketing function or price-regulating function. It expends its means only on achieving the object of clause 2.

The decisions of the MC are made voluntarily on the basis of the prescribed voting procedures.

**11.1.2** The seat of the System shall be the same as that of the IEC.

The laws of the country in which the IEC has its seat shall apply in any or all cases not specifically provided for in these Basic Rules.

### **11.2 National level**

For the national organizations the laws of the relevant countries shall apply.

Nothing found in these Basic Rules or in the Rules of Procedure shall violate, or cause any acts which violate, the laws of a country in which the System operates. It is left to the NAI in each participating country, or to the NMI, in the establishment of the national rules implementing the System, to provide the necessary legal protection against the violation of any law.

### **11.3 Legal protection**

The granting of certification of conformity shall not transfer to the MC or to the IEC any of the legal responsibilities incumbent, under the national or international law, on the manufacturer, specialist contractor or distributor of the product so certified.

### **11.4 Exclusion of liability**

The national organizations acting on behalf of the MC shall do so on their own responsibility and shall take all possible steps to exclude any liability from falling on the MC or on the IEC.

### **11.5 Exoneration**

In the case that the MC or the IEC is held legally responsible, under national or international law, for any action taken by a national organization acting on behalf of the MC, then the national organization involved shall undertake to exonerate fully the MC and the IEC from such liabilities.

## 12 Standards and specifications

**12.1** The System is based on the use of standards which include the necessary provisions for quality assessment. These standards shall have been prepared by a technical committee of the IEC or by an organization having a standards-making function which has been recognized by the MC.

NOTE An example of such an organization is the European Committee for Electrotechnical Standardization CENELEC.

The MC shall have the authority to exclude any standards which have been prepared by an IEC technical committee or recognized organization but which are considered to be inappropriate to the System.

These IEC standards shall be implemented, when needed, in the national standards of the participating countries on electronic components to be approved within the System. For this purpose, the participating countries may re-write them if necessary in accordance with the rules of their national system, but without altering the technical content.

**12.2** However, in the absence of an applicable standard, as defined in 12.1, use can be made provisionally of other documents which shall be submitted by an NAI to the MC. If these documents do not conform to the requirements of the System, they shall not be used for the purposes of approval. If the provisional documents are other than detail specifications or their contents are broader than those of a detail specification, the MC shall be requested to give approval prior to their use within the System. The Rules of Procedure shall define the time period for action.

The relevant IEC technical committee shall then be requested to prepare as quickly as possible an IEC standard to cover the scope of the provisional documents in accordance with the normal IEC rules and procedures.

A provisional specification may be used to grant component approvals, but shall not be used for this purpose after the issue of an applicable IEC standard. A review should take place after three years to see whether the appropriate IEC technical committee has produced an applicable IEC standard. In the event that an applicable IEC standard has not been issued, the MC shall examine the reasons for the delay. The attention of the proper IEC governing body shall be called to the need for technical committee action.

**12.3** The documents mentioned in 12.1 and 12.2 shall include guidelines for writing detail specifications, for example blank detail specifications, and, wherever practicable, should include detail specifications.

In the absence of applicable detail specifications, the necessary detail specifications shall be prepared by the parties involved in accordance with the Rules of the System for preparing specifications.

The NAI shall ensure that there is proper compliance with the Rules of the System.

## 13 Quality assessment

**13.1** Assurance that components, materials and/or processes conform to the requirements of the applicable specification is given by an attestation of conformity granted under the supervision of an SI, in accordance with the Rules of the System.

Where use is made of provisional specifications (see 12.2) this fact shall be indicated clearly on the certificate and, if possible, in the marking.

**13.2** The Rules of Procedure shall prescribe the requirements for approval of the following quality elements of the System and shall make use of the requirements and/or recommendations stated in ISO 9001 and in the recommendations of the appropriate ISO/IEC Guides or International Standards as indicated below:

- a) the accreditation of SIs (the relevant portions of ISO/IEC Guide 65 (which invokes ISO/IEC Guide 62), or equivalent, e.g. EN 45011);
- b) the accreditation of independent testing laboratories (ISO/IEC 17025);
- c) the approval of manufacturers (ISO 9001), including their laboratories, and,
  - 1) the responsibilities of the Designated Management Representative (DMR);
  - 2) the procedures for the quality assessment and release of components and the grant of an attestation of conformity to components which are made, inspected, released and delivered in accordance with these rules;
- d) the approval of specialist contractors (ISO 9001);
- e) the approval of distributors (ISO 9001)
- f) the reporting of test results (ISO/IEC 17025);
- g) the standards or specifications to be used under the System.

**13.3** SIs accredited under the System shall make appropriate arrangements to maintain the required uniformity of application of quality assessment procedures. The details of these arrangements are indicated in the Rules of Procedure.

**13.4** Complaints regarding the quality of components which arise between a manufacturer and user (or buyer and seller) within a country are to be settled in accordance with the relevant procedures established within that country. The MC shall approve a procedure for examining complaints and shall itself be responsible for examining appeals referred to it where more than one country is involved.

## 14 Voting

**14.1** A decision by vote of the NAIs, in accordance with 14.2 or 14.3, shall be implemented within the System. Each NAI shall have one vote only. The rest of the MC has no vote.

**14.2** Decisions affecting the Basic Rules or Rules of Procedure shall be taken in accordance with a "Four Months' Vote".

A Four Months' Vote implies that the proposal to be put to the vote shall be circulated by the Secretary to all the NAIs. The NAIs shall be requested to reply within four months of the date of dispatch of the communication asking for the vote upon proposal, stating whether or not they are in favour of the proposal which has been submitted to them. The proposal is adopted unless one-fifth or more of the NAIs have cast a negative vote, except that when a vote is on a document in accordance with 4 h) the decision concerning the result of the voting shall be taken by the Chairman of the MC after consultation with the Chairman of the CABG.

The Secretary of the MC shall issue, within one month of the end of the voting period, a Report on the Voting giving the decisions of the Chairman on the action to be taken.

**14.3** Other decisions, including those affecting documents from IEC technical committees, proposals for Officers, the creation of working groups and financial matters, are normally taken during a meeting of the MC. However, if the Chairman so decides, or if any delegation so requests, the decision shall be submitted to a vote by correspondence.

Decisions on matters voted upon during a meeting shall be positive if approved by a simple majority of those delegations voting. The Vice-Chairman has no vote by virtue of his position but, if he is the sole delegate of a member, he may vote on behalf of the participating country even though he may be acting as Chairman.

Decisions on matters voted upon by correspondence shall, unless otherwise provided for in the Rules of Procedure, be positive if approved by a simple majority of those NAIs voting. A vote by correspondence is terminated when all NAIs have voted or two months after circulation of the voting document, whichever is the shorter.

In both cases, where the votes are equally divided, the Chairman shall decide on the action to be taken.

**14.4** The decisions of the MC shall be communicated to the NAIs.

## **15 Termination of participation**

**15.1** A participating country wishing to withdraw from membership of the System shall give at least one calendar year's notice. This participating country shall pay its annual dues for the calendar year following the year during which the notice was given, unless notice of withdrawal is received up to and including 30th June, in which case the participating country shall only be required to pay the current year's dues.

**15.2** Except in the case of non-payment of dues (see 16.8), any proposal to suspend membership, or to cancel such suspension, shall require approval by vote in accordance with 14.2.

If the suspension of the membership has not been cancelled during the year after which the decision was taken, the country concerned ceases to be a participating country of the System.

**15.3** Appeals on matters of membership are dealt with by the CAB.

**15.4** The position of NMIs or of manufacturers, specialist contractors, distributors and independent testing laboratories in non-participating countries with regard to termination of participation is the same as that of participating countries described in 15.1 and 15.2 above.

## **16. Finance**

**16.1** The System is self-financed and non-profit making.

**16.2** The financial administration of the System is the responsibility of the MC.

**16.3** The financial year of the System is the calendar year.

**16.4** The System shall derive its income from annual dues paid by its participating countries to the Secretariat, and from any other sources as approved by the MC. The annual dues shall be determined by the MC.

**16.5** The draft annual budget of the MC, including the proposed dues, shall be prepared by the Treasurer in conjunction with the Secretary. The draft annual budget, together with the proposed dues, shall be circulated to the participating countries by 1st July of the preceding budget year and then agreed on by the MC. This procedure shall be completed by 1st December of each year, and may be carried out by correspondence.

Following this agreement, the budget shall be submitted to the CAB for approval.

**16.6** Participating countries shall pay their annual dues to the Secretariat before the end of March of the current year, insofar as the financial year of each country permits.

**16.7** Each year, not later than 1st April, the Secretary shall send to the participating countries the accounts of the System for the preceding year, duly ratified by a professional auditor and signed by the Treasurer of the MC. After agreement by the MC, the accounts shall be submitted to the CAB for approval.

**16.8** Any participating country whose dues for a given calendar year have not been paid by 31st December of that year shall have its participation suspended as from 1st January of the following year. During this suspension it has no right to send a delegation to the MC or to receive documents or publications of the MC, or to vote. The right to make use of the certification procedure is also withdrawn.

## **17 Amendments to the Basic Rules**

**17.1** Suggested amendments to the Basic Rules shall be communicated in writing to the Secretary, who shall send copies of them to the NAIs of the participating countries at least six weeks prior to the meeting of the MC at which the proposed amendments shall be considered.

In addition, the Secretary shall send copies of those proposed amendments concerning quality assessment aspects to the CABC for examination and comment.

**17.2** If approved by the MC, in accordance with 14.2, the proposed amendments shall be submitted to the CAB for approval.

## **18 Dissolution of the System**

The dissolution of the System may be proposed by the MC subsequent to a meeting called especially for this purpose. If the proposal is adopted in accordance with 14.2, it shall be submitted to the CAB for approval. In the case of dissolution, the CAB shall settle the disposal of remaining property and funds after the settlement of all liabilities.

## **Annex A** (normative)

### **Terms and definitions**

The following definitions apply in the context of the Basic Rules and Rules of Procedure of the IEC Quality Assessment System for Electronic Components.

#### **A.1** **quality assessment**

the totality of measures carried out consistently and systematically in order to ensure that a product conforms with the requirements of a stated specification

#### **A.2** **participating country**

a country in which the National Committee of the IEC, or a body recognized by the National Committee of the IEC, has been admitted into the System through having met the participation requirements

NOTE This term includes all categories of participation outlined in 10.1 to 10.4 of the Basic Rules.

#### **A.3** **specification**

a detailed statement of a set of requirements to be satisfied by a product, a material or a process, indicating, whenever appropriate, the procedure by means of which it may be determined whether the requirements are satisfied

#### **A.4** **standard**

document, established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context

[ISO/IEC Guide 2: 1996, definition 3.2]

NOTE Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

#### **A.5** **applicable standard, or applicable specification**

a standard, or specification, applicable to a component, group of components, material, or process and which has been written in accordance with the Rules of the System, or such reference standards, or specifications, as have been adopted for use within the System

#### **A.6** **provisional specification**

a specification or part thereof, allowed for use temporarily under the System in the absence of an applicable specification

#### **A.7** **detail specification**

a document which gives directly, or by making reference to other documents, all information necessary to completely describe a given component, range of components or material and to ensure conformance thereof with the requirements for quality assessment

**A.8  
distributor**

an organization contractually authorized by one or more manufacturers to store, repack and sell completely finished components from these manufacturers

**A.9  
independent testing laboratory**

an organization wishing to make its services available to other organizations within the System, which has the facilities and capability to carry out tests and measurements on electronic components or materials in accordance with their specification(s) and which is independent of a manufacturer's production department

**A.10  
manufacturer of an electronic component**

an organization, situated at a stated location or stated locations, that carries out or controls such stages in the manufacture, inspection, handling and storage of an electronic component that enables it to accept responsibility for the quality assessment of that component

**A.11  
Designated Management Representative (DMR)**

a person, acceptable to the Supervising Inspectorate (SI), who is a member of the organization (manufacturer, distributor, independent testing laboratory, specialist contractor) concerned and who is responsible for the quality system of that organization. This person is the normal means of communication between the SI and the organization

**A.12  
approval of manufacturer**

a decision by the Certification Body (CB) that a manufacturer has the organization and the facilities to assure the production and supply of components in accordance with the requirements of the System, and that the manufacturer meets the requirements of the System

**A.13  
approval of distributor**

a decision by the CB that a distributor has the organization and the facilities necessary to assure the supply of components in accordance with the requirements of the System

**A.14  
specialist contractor**

a contractor providing a specialist process capability or technical service to the electronic components industry

**A.15  
accreditation of independent testing laboratory**

a decision by the CB that a testing laboratory is capable of carrying out its function under the System and is free from any influence which would prevent it from acting in an impartial manner

**A.16  
inspection (of components and materials)**

the process of selecting samples from an inspection lot; measuring, examining, testing or otherwise comparing each specimen of these samples with the requirements of the applicable specification; deciding whether the sample complies with the applicable specification and what subsequent action shall be taken with regard to the inspection lot



**A.17****quality conformance inspection**

an inspection carried out by or on behalf of the manufacturer under the surveillance of an SI on the components and materials he manufactures, in order to establish that their quality is being maintained in accordance with the requirements of the applicable specification

**A.18****release**

a decision, taken in accordance with the Rules of the System, that an inspection lot has successfully passed all the relevant requirements of the applicable specification(s)

**A.19****measurement standard**

an instrument, a device, or a material of known characteristics used to establish and maintain the integrity of measuring equipment or measuring methods

NOTE Measurement standards are classified in different levels, for example, reference, transfer.

## Annex B (informative)

### Index to terms

This index lists the terms defined in annex A, together with those used and explained sufficiently in the Basic Rules of the IEC Quality Assessment System for Electronic Components.

<b>Term</b>	<b>Definition, or subclause of the Basic Rules</b>
accreditation of independent testing laboratory	A.15
applicable standard, or applicable specification	A.5
approval of distributor	A.13 A.12
approval of manufacturer	
Basic Rules	4f)
calibration service	6.1.2c)
Certification Body (CB)	6.1.2a)
certification of conformity	5c)10)
conformance inspection, quality	A.17
Conformity Assessment Bodies Committee (CABC)	7.4
contractor, specialist	A.14
Designated Management Representative (DMR)	A.11
detail specification	A.7
distributor	A.8
distributor, approval of	A.13
Four Months' Vote	14.2
independent testing laboratory	A.9
independent testing laboratory, accreditation of	A.15
inspection (of components and materials)	
inspection, quality conformance	A.16
Management Committee	7.1
manufacturer of an electronic component	A.10
manufacturer, approval of	A.12
measurement standard	A.19
National Authorized Institution (NAI)	6.1.1a)
National Standards Organization (NSO)	6.1.1b)

<b>Term</b>	<b>Definition, or subclause of the Basic Rules</b>
participating country	A.2
provisional specification	A.6
quality conformance inspection	A.17
quality assessment	A.1
release	A.18
specialist contractor	A.14
specification	A.3
specification, applicable	A.5
specification, detail	A.7
specification, provisional	A.6
standard	A.4
standard, applicable	A.5
standard, measurement	A.19
Supervising Inspectorate (SI)	6.1.2b)
System	1
testing laboratory, independent	A.9
testing laboratory, independent, accreditation of	A.15
vote during a meeting or by correspondence	14.3

## **Annex C** **(normative)**

### **Principles of reciprocity**

#### **C.1 General**

Reciprocity is usually the result of a bilateral agreement. However, it may be multilateral, in which case the agreement will be applicable to all participants without distinction. Such an agreement allows a participant to identify the applicable procedures of the other participants and will avoid the imposition of supplementary procedures which would otherwise have been necessary.

The degree of reciprocity is therefore defined by an agreement that involves rights and obligations. Before such an agreement can be concluded, a number of economic, administrative and regulatory conditions have to be met.

Reciprocity results in equality of rights and obligations between participants. It presupposes that a procedure will be decided for settling any disputes that might arise.

Within the IECQ, the CABC is the body responsible for the implementation, on behalf of the MC, of reciprocity in the field of certification of electronic components, materials and processes.

#### **C.2 Reciprocity in the approval of electronic components, materials, and processes**

Electronic components, materials and processes which have been granted approval and which have been subjected to quality conformance inspection under the surveillance of an accredited SI in accordance with the Rules of the System and subsequently released for delivery are equally acceptable within the participating countries of the System without discrimination.

#### **C.3 Certificates (and Marks) of Conformity**

The Certificates (and/or Marks) of Conformity have been instituted in order to indicate to the customer that the components have been subjected to the disciplines required by the Basic Rules and Rules of Procedure of the System.

Reciprocity with respect to the Certificates and Marks of Conformity implies the recognition of the corresponding approvals and quality conformance inspection.

NOTE The Mark of Conformity, when available, will be international and receive the same recognition in all participating countries of the System.

#### **C.4 Reciprocity in the recognition of SIs**

This implies the acceptance by all other organizations within the System of any action taken by an SI in the performance of its surveillance of manufacturers, distributors, specialist contractors, and independent testing laboratories for the approval of electronic components and materials under the Rules of the System.

## C.5 Reciprocity in the recognition of testing laboratories

This implies that the results of testing performed for the purposes of the System by a testing laboratory approved in accordance with the Rules of the System and under the surveillance of an SI are accepted by all other organizations within the System.

NOTE A testing laboratory, for the purposes of the System, may be an independent testing laboratory or that of an approved manufacturer.

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