

Guide for completing an Application for Renewal or Extension of Certification

续期或延期认证申请指南

This Guide (AICAS-OM0305) will assist you to provide sufficient information to minimise delays in processing your Application for Renewal or Extension

本指南(AICAS-OM0305)将为您提供足够的信息, 以最大程度地减少在处理续期或延期认证申请时的延误。

Please make certain that you are using the current version of this Guide by checking online at www.acas.com.au.
请登陆www.acas.com.au确认您使用的是本指南的最新版本。

Note: AICAS is not an approval consultant, we only provide aid for completion of an application and do not provide a consulting service. Therefore, if you are not familiar with the requirements of electrical product certification it is recommended that you engage a specialised approvals consultant. These consultants know the regulatory requirements and understand the Electrical Product Safety Certification Scheme which may save you time, effort and money thus achieving a faster entry of your product into the marketplace.

注: AICAS不是评估顾问, 仅为完成申请提供帮助, 不提供咨询服务。因此, 如果您不熟悉电气产品认证要求, 建议您聘请专业的评估顾问。这些顾问了解法规要求并熟悉电气产品安全认证体系, 这将为节省时间、精力和金钱, 从而更快地将您的产品推向市场。

How to Complete the Application form-AICAS-OM0304

如果填写申请表AICAS-OM0304

The application form, AICAS-OM0304 should be the current version: If unsure check our website for the latest updates at www.aicas.com.au. An incomplete application may be rejected, or may delay your re-certification of your product or the Extension. So please take your time and carefully complete all details as requested below.

申请表 AICAS-OM0304 应当是当前版本: 如果不确定, 请访问我们的网站 www.aicas.com.au 获取最新版本。不完整的申请可能会被拒绝, 或可能会延迟您产品的再认证或延期认证。因此, 请花时间仔细填写以下要求的所有详细信息。

If you wish to add models or do any other changes to the certificate you must complete a separate Application for Modification (AICAS-OM0300).

如果您希望添加型号或是对认证证书进行修改, 请必须完成单独的变更申请 (AICAS-OM0300)。

For both a Renewal or Extension your existing certificate must still be current and valid for you to be able the sale of your product in the market place and must be kept current through the renewal process.

无论是续期还是延期认证, 您现有证书必须是当前有效的, 为保证能在市场上销售您的产品, 在更新过程中, 证书也必须保持有效。

NOTE: A Renewal Application may be submitted eight months prior to the expiry date but no later than between one or two months prior to the expiry date.

注: 续期申请可于有效期前八个月递交, 但不得迟于有效期前一至两个月递交。

NOTE: An Application for Extension must be submitted at least one month but preferably two months prior to the expiry date.

注: 延期认证申请必须至少在有效期前一个月递交, 但最好是有效期前两个月递交。

Renewal - Requirements

续期-要求

To renew your current Certificate of Approval or Certificate of Suitability the product must be assessed to the applicable standard/s that apply at the renewal date.

更新当前的认证证书或适宜性证书, 必须按照更新日期适用的标准对产品进行评估。

It is recommended that if you are not familiar with the requirements for renewal you engage a specialised approvals consultant. These consultants know the regulatory requirements and understand the Electrical Product Certification Scheme which may save you time and effort getting your product into the market place quickly.

如果您不熟悉续期要求, 建议您聘请专业的评估顾问。这些顾问了解法规要求并熟悉电气产品安全认证体系, 这将为节省时间和精力, 从而更快地将您的产品推向市场。

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续期或延期认证申请指南

An AICAS Certificate for Levels 1 to 3 In-scope electrical equipment and a Declared Article will be renewed only when appropriate evidence is provided to demonstrate the current product is the same as the one certified and that it is compliant with the relevant standards and when it is also deemed that the electrical product will not create an unsafe situation for the installer, user, repairer and the installation.

只有当提供适当的证据以证明当前的产品与经过认证的产品相同，并且符合相关的标准，同时认为电气产品不会对安装人员、用户、维修人员和安装造成不安全的情况下，风险等级为1-3级的电气产品AICAS认证证书和声明将被更新。

In the case of non-declared equipment, in addition to any test report to the applicable standard, evidence showing that it meets the essential safety criteria of AS/NZS 3820 may also be required. See AICAS website, EESS website or www.saiglobal.com for information on relevant standards.

对于非公告设备，除适用标准的检测报告外，还可能需证明其符合AS/NZS 3820的基本安全标准的证据。有关相关标准的信息，请参见AICAS网站、EESS网站或网页www.saiglobal.com。

Where amendments to the existing standards are published, products shall comply with the published amendment when the Certificate is renewed. New stock that is not yet manufactured shall comply with the amended standard.

如果发布了对现有标准的修订，产品在更新证书时应符合已发布的修订。尚未生产的新产品应符合修订后的标准。

Extension – Requirements

延期认证-要求

An extension is only permitted when the product is being discontinued. It is to cover manufactured stock that is already within Australia and/or New Zealand.

只有在产品停产时才允许办理延期认证。这适用与已经在澳大利亚和/或新西兰境内的制造库存。

The total number of products in stock and/or estimate of those remaining in the marketplace to be supplied.
库存产品总数和/或市场上剩余待售产品的估计数量。

The number of months (max 12) extension for which you are applying.
申请延期的月数（最多12个月）。

See **Part Ga** for more information.
更多信息见**Ga**部分。

Important: The Application for Extension must be submitted between one and two months prior to the expiry date.

重要提示：申请延期必须在有效期届满前一至两个月递交。

Part A. Application Details

A. 申请详细信息

Certificate number 认证证书编号:

Type of Application (Renewal or Extension): Click the applicable box and an “X” is automatically placed in the box or place “X” in the box if completing by hand.

申请类型（续期或延期认证）：点击适用方框，方框中会自动出现一个“X”，如果是手动填写，请在方框中打“X”。

Part B. Applicant/Certificate Holder Details

B. 申请人/认证证书持有人详细信息

- **Business name:** This is the **Certificate Holder's** business name that appears on the existing main Certificate. The Certificate Holder must ensure the electrical equipment which is sold is identical to the electrical equipment type tested and registered on the certificate.

企业名称：这是出现在主认证证书上的**证书持有人的**企业名称。证书持有者必须确保出售的电气设备与经检测并在证书上登记的电气设备类型相同。

- **Street address:** This is the registered street address for the business as per the Certificate.

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街道地址：依据认证证书，这是企业的注册街道地址。

- **Postal address:** This is the business postal address if different from above.

通讯地址：如果与上述地址不同，这是企业的邮寄地址。

- **ABN/ACN/ARBN:** Australian applicants must include their Australian Business Number (ABN) or their Australian Company Number (ACN). International applicants should provide the Australian Registered Body Number (ARBN) under which they conduct business in Australia (if applicable).

ABN/ACN/ARBN: 澳大利亚申请人必须包括澳大利亚商业编号 (ABN) 或澳大利亚公司编号 (ACN)。国际申请人应提供其在澳大利亚开展业务的澳大利亚注册机构编号 (ARBN) (如适用)。

- **Contact:** This is the contact details (name, ph, fax, email) of the person who owns the business, or is an employee of the business and has delegated authority to act for the business in electrical safety certification matters.

联系人：这是企业所有者或被授权代表企业处理电气安全认证事宜的联系人详细信息 (姓名、电话、传真，电子邮箱)。

Part C. Consultant Details

C. 顾问详细信息

If a consultant or agent is being used, the consultant/agent must complete the details of their company. AICAS will direct all communications relating to this application through the contact person named in this section.

如果使用顾问或代理人，顾问/代理人必须填写其公司的详细信息。AICAS 将通过本部分中指定的联系人直接进行所有有关申请的沟通。

A letter of authority for the consultant/agent to act on behalf of the applicant must be supplied. When consultant details are provided all communications will be with the consultant and written correspondence will be sent to the postal address provided in this section.

必须提供顾问/代理人代表申请人行事的授权书。在提供顾问详细信息后，所有的沟通将与顾问进行，书面通信将发送到本部分提供的邮寄地址。

Part D. Product Description (The details are as per the existing Certificate)

D. 产品描述 (详细信息见现有证书)

General description: This is a description of the “type” of electrical equipment as per the original certificate.

概述：这是根据原始证书对电气设备“类型”的描述。

Main model number/name: This is the model, catalogue or part number/name that is on the original certificate.

主要型号/名称：这是原始证书上的型号、目录或部件编号/名称。

Part G. Test Reports and Additional Information Required for Renewal

G. 检测报告和续期所需的其他信息

List all test reports here. If there is insufficient space attach separate list in the same format.

在这里列出所有的检测报告。如果没有足够的空间，请附加一张相同格式的表。

Note: The test report must be endorsed and marked with the test laboratory’s accreditation logo.

注：检测报告必须得到认可，并标有检测实验室的认可标识。

The test standard must be listed in the test laboratories accreditation documentation.

检测标准必须列出在检测实验室的认证文件中。

Report date/s: This is the date on the report that indicates when the report was produced.

报告日期：这是报告上的日期，表明报告的生成时间。

Name of testing laboratory: This is the name of the laboratory which performed the testing.

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检测实验室名称：这是进行检测的实验室名称。

Test report number/s: This is a unique identification and every page should be traceable to this unique identification. Refer ISO/IEC 17025.

检测报告编号：这是一个唯一的标识，每一页都应当可以追溯到这个唯一的标识。参考 ISO/IEC 17025。

Test Standard/s: This is the Safety standard number/s that the electrical equipment was tested to. It will be recorded on the test report. Enter full details of standard number and version including any amendments.

检测标准：这是电气设备检测所依据的安全标准号，它将记录在检测报告中。请输入详细完整的标准编号和版本的信息，包括任何修订状况。

More details on acceptable test reports can be found below under 'Evidence of Compliance'.

有关可接受检测报告的更多详细信息，请参阅下面的“合规性证据”。

Part Ga. Extension Only

Ga. 仅为延期认证

An extension is only permitted when the product is being discontinued. It only covers manufactured stock that is already within Australia and/or New Zealand.

只有在产品停产时才允许延期申请。它只覆盖澳大利亚和/或新西兰境内的成品库存。

- Enter the total number of products in stock and/or estimate of those remaining in the AU/NZ.
输入库存产品的总数量和/或在澳大利亚/新西兰的剩余产品的估计数量。
- All the Model Numbers of effected stock:
受影响库存的所有型号。
- Enter number of months (max 12) extension for which you are applying.
输入您要延期申请的月份数量（最多12个月）。

The Certificate holder must also supply a signed statement on company letterhead stating the following:-

证书持有人还必须一份用公司信笺上签署的声明，声明内容如下：

- That design, materials, construction has not changed from the originally approved product,
产品设计、材料、结构与最初批准的产品一致，
- Provide details of any safety incidents reports they have involving the articles requiring extension. These reports will be any that have been received during the whole period of the Certificate, or
提供涉及需要延期产品的任何安全事件报告的详细信息。这些报告将是在证书有效期内收到的所有报告，或
- If no reports received, a declaration stating that no reports have been received.
如果未收到报告，则声明未收到任何报告。

Note: For RECS Level 2-3 in-scope electrical equipment and REAS Declared Articles, AICAS must seek acceptance/approval from the respective Regulator in order to issue an extension to the certificate. When AICAS has received all of the above information, the application will be submitted to the regulator for acceptance.

注：对于 RECS2-3 级范围内的电气设备和 RECS 公告产品，AICAS 必须寻求相应监管机构的验收/批准，以便签发认证证书的延期。当 AICAS 收到上述所有信息后，该申请将递交给监管机构以供受理。

Note: This may take several weeks to be accepted, so please ensure your application is submitted at least one month prior to the expiry of the Certificate.

注：这些可能需要数周的时间才能被接受，因此请确保您的申请至少在认证证书到期前一个月递交。

Note: the Regulator may request a new test report to demonstrate the product is electrically safe.

注：监管机构可能要求提供新的检测报告，以证明产品的电气安全性。

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Part H.1. Renewal Only - Declaration by Applicant/Certificate Holder

H.1. 仅限续期-申请人/证书持有人声明

This is for a Renewal Application only.

这只适用于续期申请。

If the Application Form is completed by the Applicant/Certificate Holder, this declaration **must** be signed by the owner of the business whose details appear in Part 2, or An authorised employee of that business who by their position or appointment has authority to act on behalf of the applicant.

如果申请人/证书持有人填写了申请表, 则本声明**必须**由第 2 部分详细信息中出现的业务所有人或该企业授权的雇员, 通过其职位或任命有权代表申请人行事的人签署。

By signing the application form you are declaring that you have read and understood the AICAS Terms, Conditions and Obligations and will abide by them.

签署申请表即表示您已阅读并理解了 AICAS 的条款、条件和义务, 并将遵守这些条款。

Part H.1a. Extension Only - Declaration by Certificate holder

H.1a. 仅限延期认证-证书持有人声明

This is for an Extension Application only.

这仅适用与延期认证申请。

The Certificate Holder must also supply a signed statement on company letterhead declaring the following:
证书持有人须提供一份含公司抬头的签名声明, 声明如下:

- That design, materials, construction has not changed from the originally approved product,
产品设计、材料、结构与最初批准的产品一致,
- Provide details of any reports they have received regarding safety incidents involving the articles requiring the Extension. These reports will be any that have been received during the whole period of the Certificate, or
提供涉及需要延期产品的任何安全事件报告的详细信息。这些报告将是在证书有效期内收到的所有报告, 或
- If no reports received, a declaration stating that no reports have been received.
如果未收到报告, 则声明未收到任何报告。

If the Application Form is completed by the Certificate Holder, this declaration **must** be signed by the owner of the business whose details appear in Part 2, or An authorised employee of that business who by their position or appointment has authority to act on behalf of the applicant.

如果证书持有人填写了申请表, 则本声明**必须**由第 2 部分详细信息中出现的业务所有人签署, 或该企业授权的雇员, 通过其职位或任命有权代表申请人行事的人签署。

By signing the application form you are declaring that you have read and understood the AICAS Terms, Conditions and Obligations and will abide by them.

签署申请表即表示您已阅读并理解了 AICAS 的条款、条件和义务, 并将遵守这些条款。

Part H.2. Declaration by Consultant

H.2. 顾问声明

If the application form is completed by a consultant, this declaration must be signed by consultant authorised to obtain product certification on behalf of the applicant.

如果申请表由顾问填写, 则本声明必须由授权代表申请人完成产品认证的顾问签署。

A copy of the letter of authorisation must accompany the application.

申请书必须随附授权书的副本。

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The consultant must ensure that the applicant is supplied with the AICAS Terms, Conditions and Obligations and the applicant provides the consultant with a signed declaration as per Part H.1 above.

顾问必须确保向申请人提供 AICAS 条款、条件和义务，同时申请人向顾问递交一份按照上述 H.1 规定签署的声明。

This declaration must accompany the application.

此声明必须随申请书一并提交。

Note: Each application is treated as a new job and the declarations mentioned above for part H.1 and H.1a must accompany each new application.

注：每份申请均视为一份新的申请，上述 H.1 和 H.1a 部分的声明必须随每份新申请一并递交。

Part I. Payment of Fee

I. 费用支付

The application fee is required at the time the application is submitted.

在递交申请时，需要缴纳申请费用。

The application will not be commenced unless full payment of the fee is received.

除非收到全部费用，否则申请将不会开始。

A tax/Invoice receipt will be issued for all payments and enclosed with the final letter. All fees are non-refundable regardless of the outcome of the application as stated in the AICAS Terms, Conditions and Obligations.

所有付款都将开具税收/发票收据，并附在最后一封信中。依据 AICAS 的条款、条件和义务所述，无论申请结果如何，所有费用均不予退换。

The Fee Schedule (Form AICAS-OM0400) is available on request or online at www.aicas.com.au.

费用标准（表格 AICAS-OM0400）可根据要求提供，也可登陆 www.aicas.com.au 在线获取。

Payment is available by:

付款方式如下：

1. Credit card: complete the fee section of the form as per your card details.
信用卡：根据您信用卡的详细信息填写表格中的费用部分。
2. Electronic Funds Transfer (EFT): AICAS bank details are on the Application Form. When making the payment please ensure that a copy of the payment transaction is forwarded to us by email or attach it to your application form or by fax.
电子转账（EFT）：申请表上有 AICAS 银行的详细信息。付款时，请确保通过电子邮件将付款交易的副本转发给我们，或将其附件到您的申请表或传真中。

Note: AICAS respects your privacy and is committed to protecting your private information.

注：AICAS 尊重您的隐私，并致力于保护您的私人信息。

Important Information below

以下重要信息

EVIDENCE of COMPLIANCE 合规性证据

A. Foundation for Claim of Compliance 合规性声明的依据

The following must be supplied with the renewal application:-

续期申请必须提供以下材料：

- A test report as per Section 5. A below or an Assessment Report as per Section 5 B below.
根据第5. A节的检测报告，或根据下文第5 B节的评估报告。
Where amendment/s have occurred to the standards that require test/s then an endorsed report is required.

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如果对检测需要的标准进行了修订，则需要一份认可的报告。

Note: A Hair Straightener requires a test report within 12 months of the date of application.

注：直发器需要一份申请之日起12个月内的检测报告。

- A full set of detailed colour photos of a sample from current stock. Photos are to be new ones and not ones previously provided.
当前库存样品的全套详细彩色照片。照片应时新照片，而不是以前提供过的照片。
- A photo of current label/s.
当前标签的照片。
- Current copies of all instruction manuals (draft versions are acceptable where the standard has modified the requirements).
所有使用说明的当前副本（在标准修改要求的情况下，草稿版本是可接受的）。

B. Test Reports 检测报告

Details of test reports to be entered into this section and all fields for a report must be completed.

在此处要输入检测报告的详细信息，所有的空格部分必须填写完整。

An acceptable test report is a report one that:

可接受的检测报告是指：

- A report from a laboratory accredited by a signatory under the International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition Arrangement.
根据国际实验室认可合作组织（ILAC）互认协议，由签署人认可的实验室出具的检测报告。
- A CB test report issued under the IECCEB Scheme. CBTL without a certificate but TMP, WMT & SMT are only accepted with certificates. RMT are not accepted.
依照 IECCEB 体系出具的 CB 检测报告。CBTL 没有证书，但 TMP、WMT&SMT 只接受证书。不接受 RMT 证书。
- A GS report with GS certificate (laboratory must have accreditation for the test standard).
带有 GS 证书的 GS 报告。（实验室必须具有检测标准的认可资质）。

Note: The above reports shall be valid and issued by laboratories where the scope of accreditation includes the standards listed in the report. The reports to have endorsement logos with authorised approving signatory. In certain circumstances we may accept reports without the endorsing logo, but the approving signatory must be authorised by the respective accreditation body and turn-around time will be longer as more detailed checking is required. Reports issued under the IECCEB but without CB certificate do not have to have IECCEB logo.

注：以上报告应由认可范围包括报告中所列标准的实验室签发的有效报告。报告须有认可标志及授权认可签署人。在某些情况下，可接受没有认可标志的报告，但批准签字人必须得到相应认可机构的授权。由于需要更详细的检查，报告的周转周期可能会较长。根据 IECCEB 体系发布但没有 CB 证书的报告不必带有 IECCEB 标识。

Note: We reserve the right to check with the issuing laboratory regarding the provenance of the test report.

注：我们保留与签发实验室核对检测报告来源的权利。

- Test report must have been issued within 3 years (except for hair straighteners that must be within 12 months) of the date of renewal application.
检测报告必须在续期申请之日起 3 年内（除必须在 12 个月内的直发器外）出具。
- Certification is based on the following order of application of Standards:
认证基于以下标准的应用顺序：
 - Australian and New Zealand Standards.
澳大利亚和新西兰标准。
 - International Electro Technical Commission (IEC) Standards.

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国际电工委员会（IEC）标准。

- c) European Norm (EN) standards or Harmonised Document (HD) based on IEC Standards.

基于 IEC 标准的欧洲规范（EN）标准或协调文件（HD）。

- d) Any National Standards that show equivalence to IEC Standards.

任何等同于 IEC 标准的国家标准。

- e) Must also meet the essential safety criteria of AS/NZS 3820.

还必须满足 AS/NZS 3820 的基本安全标准。

- Should be to the current version of the relevant Australian standard.

应当符合澳大利亚相关标准的当前版本。

- If the report is to the international standards that the relevant Australian standards are based on, the Australian variations must be as per those listed in the current version of the applicable Australian standards together with any applicable amendments.

如果报告符合相关澳大利亚标准所依据的国际标准，则澳大利亚方变更必须符合适用澳大利亚标准的现行版本以及任何适用的修订中列出的标准。

- Where there is no equivalent Australian standard for a non-declared product then other applicable standards as details in A. above may be used providing an assessment or other test report is provided to show how the product meets the minimum essential safety requirements.

如果非公告产品没有等效的澳大利亚标准，则可以使用上面A.中详细说明了的其他适用标准，前提时要提供评估或其他检测报告，以说明产品如何满足最低基本安全要求。

- Where there are non-compliances or clauses not assessed in the report(s) supplied, there should be accompanying information to show how the product will comply with those requirements. This information must be accompanied by an explanation, signed by a qualified person, detailing the reasons why the information indicates the product is compliant and should be accepted.

如果提供的报告中存在未经评估的不符合项或条款，则应随附信息，说明产品将如何符合这些要求。此信息必须附有一份由有资质人员签字的解释，详细说明信息表明产品符合要求并应接受的原因。

- If a test report lists a different model number to that which will be on the product to be certified, then details of the model numbers and declaration by the applicant/manufacture stating the link between the models is required.

如果检测报告中列出的型号与被认证产品的型号不同，则需要详细的型号和申请人/制造商声明的型号之间的联系。

- Should include a full listing of all clauses and sub clauses and results for each.

应当包括所有条款和子条款及其结构的完整清单。

- Must include or be accompanied with detailed colour photographs. The photographs generally would include:

必须包括或附有详细的彩色照片。照片通常包括：

- a) complete view of the product (top, all sides and bottom).

产品的完整视图（顶部、所有侧面和底部）。

- b) nameplate and warning labels on product or indicator marks.

产品或指示标志上的铭牌和警告标签。

- c) close up of controls, switches, supply cord entry/cord anchorage/terminal block/earth connection.

关闭控制装置、开关、电源线入口/电线锚点/接线板/接地线。

- d) close up of markings on plug, cord and critical components (switches, capacitors, transformers etc).

关闭插头、电线标记和关键组件（开关、电容器、变压器等）上的标记。

- e) internal overall layout wiring and component locations.

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内部总体布局布线和组件位置。

- Should include full technical details including, but not limited to:
应当包括完整的技术细节，包括但不限于：
 - f) description of the unit(s) including nameplate marking details of the unit(s) under test.
装置描述，包括测试装置的铭牌标记细节。
 - g) if more than one model, details of the differences between the models listed on the test report and which tests were applied to which models.
如有多个型号，则详细说明检测报告上列出的型号之间的差异，以及将哪些测试应用于哪些型号。
 - h) normal temperature and abnormal test conditions and results.
常温和异常测试条件及结果。
 - i) leakage current and electric strength test results.
泄露电流和电气强度测试结果。
 - j) details of any specific tests for the product as listed in the relevant standard.
相关标准中所列产品的任何特定测试的详细信息。
 - k) detailed component listing of all components (and alternates) that were included in the assessment for the report – including details of component markings and Australian certification numbers where appropriate.
报告评估中包括的所有组件（和替代组件）的详细组件清单-包括组件标记的详细信息和适当的澳大利亚认证编号。
 - l) Declaration that any supply cord, plug or appliance connector has current appropriate certification or copies of certificates for each or details to enable verification the item/s have current certification.
声明任何电源线、插头或设备连接器均具有当前适用的认证或证书副本，以验证该产品是否具有当前认证。
 - m) resistance to heat and fire results (detailed results of all components tested, temperature applied, details if flamed and any consequential test required).
耐热性和耐火性测试结果（所有测试组件的详细结果、应用温度，着火时的详细情况以及所需的任何间接测试）。

C. Assessment Report 评估报告

An assessment is required where amendments have occurred to the standards. The assessment must list all amendments to relevant standard/s, since the product was approved and how they impact upon the product. Information must demonstrate that the product has not changed and is compliant with the current applicable standard. This should include at least essential electrical safety requirements, current photos as detailed above, current instruction manuals, current bill of materials, resistance to fire compliance.

如果对标准进行了修订，则需要进行评估。评估必须列出自产品获得认证以来，对相关标准的所有修订及其对产品的影响。信息必须证明该产品未更改并且符合当前适用的标准。这些至少应当包括基本的电气安全要求、上面详述的当前照片、当前的操作手册、当前的物料清单和耐火性能。

D. Other Information which may be required 可能需要的其他信息

- Copies of relevant certificates of approval for critical components if different from those listed in the report;
如果关键组件的批准证书与报告中列出不同，提供相关批准证书的副本；
- Circuit diagrams, component certification component listing, bill of materials or other details to assist in showing the product complies with requirements.
电路图、认证组件清单、材料清单或其他细节，以帮助显示产品符合要求。

E. WHEN A SAMPLE MAY BE REQUIRED? 何时需要抽样？

A sample may be requested if there is a specific requirement such as; but are not limited to:

如果有特殊要求，可能要求进行抽样；包括但不限于：

- If ambiguous or incomplete information has been supplied

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如果所提供的信息不明确或不完整；

- A safety issue has been identified regarding the particular type of product that requires review
已发现有关特定产品类型的安全问题
- Review of the information supplied indicates an issue that needs to be investigated
对提供的信息进行评审时，发现问题需要调查
- When random product surveillance is being undertaken
进行随机产品监督时

It is important, therefore, to ensure that good colour photographs and sufficient evidence is provided otherwise a sample may need to be requested which will delay the processing of your application.

因此，确保提供优质的彩色照片和足够的证据非常重要，否则可能需要另外进行抽样，这将延迟您的申请处理。

Should any additional information be needed to assist in completion of the application, please contact our office, see details on the Application Form.

如果需要任何其他信息来帮助完成申请，请与我公司联系，详情请参阅申请表。

Email

Application to: applications@aicas.com.au

申请电子邮件寄至：

Mail: AICAS Pty Ltd

PO Box xxx, or street address

Courier Address:

通讯地址

Xxxxxx QLD 41 Australia

AICAS Pty Ltd

0/00 Street address

Suburb QLD 41xx

Australia

Contact Ph:

联系电话：

XXXXXX

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