

Low Voltage Assessment Customer Equipment Form (CEF)

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| Project No. | <i>For office use only</i> |
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Thank you for your recent enquiry. This form should be used to provide details on the equipment being submitted to our Castleford test facility for Low Voltage Electrical Safety Testing. Please contact the laboratory if you require other testing services not covered by this form.

The purpose of this form is to provide us with the necessary information about the EUT (Equipment Under test) and help us to identify: -

- Appropriate test standard(s)
- Applicable tests
- Any additional support equipment
- Any specialist services (for example compressed air)

What we would like you to do

- Complete this CEF as fully as possible and return it to us as soon as possible
- Provide any available technical documentation
- Return the completed form to: -

Ted Warren, Principal Engineer

By Email: ted.warren@yorkemc.co.uk

By fax: +44 (0) 1454 326930

By post to:

York EMC Services Ltd
46 Waverley Road
Beeches Industrial Estate
Yate
Bristol
BS37 5QT

If you have any queries regarding the completion of this form please do not hesitate to contact us on +44 (0) 1454 326998

| 1. Company details | |
|--------------------|--|
| Company name: | |
| Contact name: | |
| Tel: | |
| Fax: | |
| Email: | |
| Company Address: | |
| | |

This information will be used in our correspondence with your company, on test documentation and to ensure that our database is up to date and correct.

| | |
|---|-------|
| I hereby certify on behalf of the company named above: | |
| <ol style="list-style-type: none"> 1. The information contained in this CEF is, to the best of my knowledge, true. 2. All electrical equipment to be supplied to the company for testing is safe for use and has been safety tested. 3. I acknowledge and accept that the nature of electrical safety testing is such that damage to the EUT (Equipment Under Test) may occur and that supporting equipment may be subjected to damage | |
| Signed: | Name: |
| | |

| 2. General EUT Information | |
|---|--|
| Name of EUT: | |
| Brief description of EUT and its functions: | |
| | |

Please supply the general information about your equipment. Please include details of any accessories or peripheral equipment used with the EUT.

| 3. Equipment Classifications | | | |
|---------------------------------|--|------------------|--|
| Class of Equipment | | Pollution degree | |
| Class I | | Degree 1 | |
| Class II | | Degree 2 | |
| Class III | | Degree 3 | |
| Insulation overvoltage category | | | |
| Category I | | Category III | |
| Category II | | Category IV | |

Definitions below are from EN 60950-1:

CLASS I EQUIPMENT - equipment where protection against electric shock is achieved by

– using **BASIC INSULATION** and

– providing a means of connection to the **PROTECTIVE EARTHING CONDUCTOR** in the building wiring those conductive parts that are otherwise capable of assuming **HAZARDOUS VOLTAGES** if the **BASIC INSULATION** fails

NOTE CLASS I EQUIPMENT may have parts with **DOUBLE INSULATION** or **REINFORCED INSULATION**.

CLASS II EQUIPMENT - equipment in which protection against electric shock does not rely on **BASIC INSULATION** only, but in which additional safety precautions, such as **DOUBLE INSULATION** or **REINFORCED INSULATION** are provided, there being no reliance on protective earthing

CLASS III EQUIPMENT - equipment in which protection against electric shock relies upon supply from **SELV CIRCUITS** and in which **HAZARDOUS VOLTAGES** are not generated

Pollution Degree 1 applies where there is no pollution or only dry, non-conductive pollution. The pollution has no influence. Normally, this is achieved by having components and subassemblies adequately enclosed by enveloping or hermetic sealing so as to exclude dust and moisture (see 2.10.12).

Pollution Degree 2 applies where there is only non-conductive pollution that might temporarily become conductive due to occasional condensation. It is generally appropriate for equipment covered by the scope of this standard.

Pollution Degree 3 applies where a local environment within the equipment is subject to conductive pollution, or to dry non-conductive pollution that could become conductive due to expected condensation

| Overvoltage Category | Equipment and its point of connection to the AC mains supply | Examples of equipment |
|----------------------|--|--|
| IV | Equipment that will be connected to the point where the AC mains supply enters the building | Electricity meters Communications information technology equipment for remote electricity metering |
| III | Equipment that will be an integral part of the building wiring | Socket-outlets, fuse panels and switch panels Power monitoring equipment |
| II | Pluggable or permanently connected equipment that will be supplied from the building wiring | Household appliances, portable tools, home electronics Most information technology equipment used in the building |
| I | Equipment that will be connected to a special AC mains supply in which measures have been taken to reduce transients | Information technology equipment supplied via an external filter or a motor driven generator |

| 8. Health and Safety | | |
|---|--|--|
| EUT Dimensions (m): | | EUT Weight (kg): |
| Does the EUT contain any hazardous substances? | | |
| NO | | Please go to health and safety statement |
| Yes | | Please provide details below including details of any special safety precautions |
| | | |
| <p>Health and safety statement – please read carefully</p> <p>Lifting and handling</p> <p>It is a requirement that heavy and bulky equipment should be delivered to and collected from ground level. Where the equipment is bulky, difficult to handle or exceeds 250kg, it is then the responsibility of the customer to notify YES prior to the delivery.</p> <p>In all cases equipment should be supplied so that YES staff or the customer can move it safely. YES reserves the right to refuse delivery of equipment or suspend testing if it is considered that movement of the EUT presents an unacceptable risk. YES also reserves the right to hire suitable lifting equipment where necessary for which the costs would be charged to the customer.</p> | | |

YES operates a health and safety policy which is available for inspection upon request. One of the areas of greatest concern is the movement of large and heavy EUTs. Please detail any hazardous substances such as chemicals, which are used in the EUT and may require special handling or special precautions to be taken.

It is also our policy to protect employees against the hazard of electric shock from unsafe equipment. We request that equipment for testing is safety tested prior to delivery and we reserve the right to safety test equipment where there is doubt about its electrical safety.

| 9. Confidentiality |
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| YES will ensure third party confidentiality of customers EUT and documentation at all times. It should be noted that there are occasions when customers can come into contact with each other in communal areas of the laboratory. Please advise below if additional measures are required: |
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