

## Low Voltage Assessment Customer Equipment Form (CEF)

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: -

Paul Hesp, Senior Test Engineer

By Email: [paul.hesp@yorkemc.co.uk](mailto:paul.hesp@yorkemc.co.uk)

By fax: +44 (0) 1977 603181

By post to:

York EMC Services Ltd  
3 Lane Ends Business Centre  
Methley Road  
Castleford  
West Yorkshire  
WF10 1PN

**If you have any queries regarding the completion of this form please do not hesitate to contact us on +44 (0) 1977 731173**

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"> <li>1. The information contained in this CEF is, to the best of my knowledge, true.</li> <li>2. All electrical equipment to be supplied to the company for testing is safe for use and has been safety tested.</li> <li>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</li> </ol>	
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><b>Health and safety statement – please read carefully</b></p> <p><b>Lifting and handling</b></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
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: