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Date	Description of modification	Revision number
14/13/2016	Initial version	1
13/09/2018	Clarification of the first paragraph	2
19/03/2019	Re-organisation of the paragraph Suppression of the round robin test obligation Details on testing performed by accredited laboratory at manufacturer site	3

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1 Requirements for recognised testing laboratories

Recognised testing laboratories shall participate actively in the HP-KEYMARK Scheme Group, i.e. participate in the network meetings relevant for their activities in HP- KEYMARK testing.

Every recognised testing laboratory shall be listed on the HP-KEYMARK website.

Upon request from HP-KEYMARK steering committee, recognised testing laboratories might have to perform round robin test with another recognised testing laboratory.


2 Recognition of testing laboratories

Testing laboratories that apply for being recognised shall be accredited according EN ISO/IEC 17025 for one or more of the relevant standards and test methods as defined and used in HP-KEYMARK.

The evaluation of testing laboratories by the certification body is not an alternative to accreditation.

Testing laboratories that comply with the requirements above will be consider as a recognised testing laboratory when an empowered certification body has sent information to the administration of the scheme, after an assessment and a contract has been signed between the laboratory and an empowered certification body. The recognition is visualized by publishing the name on the KEYMARK website www.heatpumpkeymark.com.

The assessment conducted by the empowered certification body is the fulfilment of the additional requirements above. This will normally be performed with a visit on site.

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The contract between the test lab and the empowered body shall at least include the following:

- open communication regarding the actual project between the testing laboratories and the certification body
- test plan shall be approved by the certification body
- confidentiality, except above, regarding the actual project
- commitment of following par. 6.1.3 in EN ISO/IEC 17065
- immediate information about changes in the accreditation

The contract may not involve any restrictions for the testing laboratory to have contracts with other empowered bodies. The empowered certification body assures that the contract meets those requirements when notifying the scheme-administration.

3 Requirements for recognised testing laboratories to perform tests at the manufacturer's testing laboratory

Recognised testing laboratories can perform tests at a manufacturer's testing laboratory, that means outside the recognised testing laboratory's own laboratory, and issue a third-party test report, provided its accreditation permits this.

Based on the laboratory's accreditation, a testing at manufacturer's laboratory is possible but limited to the stage 1 and 2 according to IECEE OD-2048 Ed 1.6.