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إجراء قواعد استخدام الرّمز الخليجي لتتبّع المطابقة

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GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

Rev. 1.0 – Date: 31-08-2018

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Modification history:

Revision No	Date	Responsible	Object of modification
00	31/10/2016	Ibrahim Al-Hashaf	First issue
01	31/08/2018	Ibrahim Al-Hashaf	▪ § Chapter 0: Refer to NP 01 for the valid definitions ▪ § Chapters 2, 3, 4 and 5: Split the requirements about the use of GCTS for certificate and product ▪ § Chapters 3.2 and 5.2: Enhance the description of the mechanism of suspension, withdrawal and termination for Notified Bodies and for certificates as well ▪ § Chapter 4.2: Develop the acceptable scenarios for affixing the GCTS on the product

GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

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GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

0 – Definitions

The definitions laid down in Gulf Technical Regulations and GSO Procedure for Designation of the Conformity Assessment bodies (NP01) apply.

1 – General provisions

1.1   The GSO Conformity Tracking Symbol (GCTS) shall be displayed in the appropriate form only; the size and color are detailed in this documents.

1.2   Notified Bodies and Manufacturers shall base all reproductions of the GCTS only from master versions available as a download from the GSO certificate tracking system and formatted according to this rules. The design formats shown in this document are for illustration only, and not for any reproduction. Change of design or appearance of the master version of the GSO conformity tracking symbol is in all cases strictly prohibited.

2 – GSO Conformity Tracking Symbol (GCTS) for Certificates

2.1   Configuration

The GCTS for Certificates is composed by 3 elements as shown in figure 1:
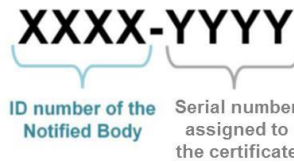

Fig. 1: Configuration of the GCTS for Certificates

1. Gulf Conformity Marking (G-Mark logo) :

2. Certificate tracking number:

3. The QR Code tracking the certificate:

2.2   Location

The Notified Body shall download the GCTS that is generated by GSO Certificate Tracking System and place it at least in the first page of the certificate to be readily available for the verification of the certificate by competent authorities in the GSO member states.

Any position in the certificate front page is acceptable, provided that all the requirements set by these rules are met.

2.3   Dimensions

2.3.1 GCTS for Certificates shall be downloaded from GSO Tracking System and placed on the first page of the relevant Certificate with a minimum width of 4 cm and a minimum height of 2.20 cm.

Fig. 2: Minimum dimensions of the GCTS for Certificates

2.3.2 Provided that the minimum dimensions are respected, the GCTS may be enlarged, but proportions shall be maintained.

2.3.3 The elements of the GCTS for Certificates shall be considered as a single entity for purposes of enlargement

3 – Use of the GCTS for Certificates

3.1   General Conditions

3.1.1 The GCTS for Certificates shall only be used by the issuing Notified Bodies after the positive certification decision and according to these rules.

3.1.2 The GCTS for Certificates shall not in any case be affixed on the products covered by the Certificate.

3.1.3 The GCTS for Certificates shall solely be used in such a way as to avoid misleading of false information about the conformity of products or about the notification status of the notified body.

3.1.4 Any use of the GCTS that might contravene the conditions of use laid down in these rules shall be referred immediately to GSO.

3.1.5 The GCTS shall not be used in conjunction with the logo and/or brand and/or trademark of the notified body.

3.1.6 In the event that certificate is suspended, withdrawn, or terminated the notified body shall take all reasonable steps to ensure that the Economic Operator shall immediately cease the use of the Certificate and of the relevant GCTS for products.

3.1.7 The GCTS shall not be used in such a way as to imply that the GSO carries any responsibility for the activities carried out by the Notified Body under the scope of notification.

3.2   Suspension, withdrawal and termination of Notified Body's certification activities

3.2.1 Upon suspension of a notified body certification activity by the GSO, the notified body shall immediately cease all Certification activities and registration of certificates in GSO Certificate tracking system.

The suspension shall remain in place until reinstatement is authorized by the GSO or a Termination Notice is given, while under suspension a Notified Body shall cease all certification activity.

3.2.2 Upon withdrawal or termination of the of designation, the Notified Body shall immediately cease issuing any Certificate bearing the GCTS. The Notified Body has the right of appeal as detailed in GSO Procedure for Designation of the Conformity Assessment bodies (NP-01).

4 – GSO Conformity Tracking Symbol (GCTS) for Products

GCTS for products are intended for competent authorities in GSO member states to check the validity of the relevant certificate at the first port of entry in the GCC common market; the validity of current GCTS for products is bound the certificate validity and maintenance; therefore, it cannot be used to track the products during all their transfers and life on the market.

4.1 Configuration

The GCTS for Products is composed by 3 elements as shown in Fig. 4:

Fig. 4 Configuration of the GCTS for Products

1. Gulf Conformity Marking (G-Mark logo) :

2. ID number of the Notified Body that issued the Certificate: **XXXX**

3. The QR Code tracking the certificate:

4.2   Location

4.2.1 When required by the GSO Regulation(s) that are applicable to the product, the GCTS for products shall be affixed on the product body, the rating plate or product marking label; when the rating plate or label do not allow the addition of the GCTS for lack of space, it is allowed to affix the GCTS on the product body itself.

In any case, the GCTS shall be visible on the outside surface or under an easily accessible part, which means a part that can be accessed without the use of a tool (for example a removable cover of a door).

Note: this requirement applies to the main body of the product and not to additional parts and accessories than might be added to the main body.

4.2.2 The GCTS for products shall also be affixed to the product packaging; in case there's more than one level of packaging the GCTS shall be affixed on all levels to be readily available for surveillance.
Notes:
- This requirement applies to the packaging of the main body of the product and not to additional parts and accessories than might be packed in separate packages/boxes.

- Shipping cartons used to package multiple units of the same or different products during transport or storage may not bear the GCTS, but the manufacturer may affix the marking on the cartons on voluntary basis for easier tracking.

4.2.3 When the dimensions and/or nature of the product do not allow to affix the GCTS as defined in the requirement of clause 4.2.1, the GC marking (G-Mark logo) and ID of the Notified Body alone are acceptable; if this is not possible, the complete GCTS on the packaging alone is enough.

4.2.4 GC marking (G-Mark logo) or complete GCTS for products can be put on the instruction manual accompanying the products on a voluntary basis.

Case	On product (4.2.1)	On packaging (4.2.2)	On accompanying documents (4.2.4)
1. Product dimensions and/or nature allow marking of GCTS			Optional: Optional:
2. Product dimensions not allowing marking of complete GCTS			Optional: Optional:
3. Product not possible to be marked at all	--		Optional: Optional:

Table 1 – Case scenarios

Note: when the GSO Regulations applicable to the product under examination do not require mandatory placing of the complete GCTS on the product, case 3 is only considered.

4.3   Dimensions and color settings

4.3.1 The GCTS for products shall meet the minimum dimensions as shown in Fig. 5a and 5b:
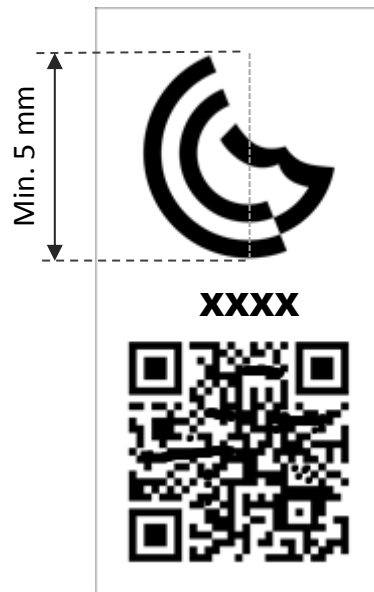

Fig. 5a: GCTS for products, horizontal layout

Fig. 5b: GCTS for products, vertical layout

4.3.2 The GC marking forming part of the GCTS for products shall be in accordance with the requirements of the relevant Gulf technical regulation for conformity marking for the GCC Countries "BD09100501", and shall have a minimum height of 5 mm (excluding the number of the Notified Body) as shown in Fig. 6:
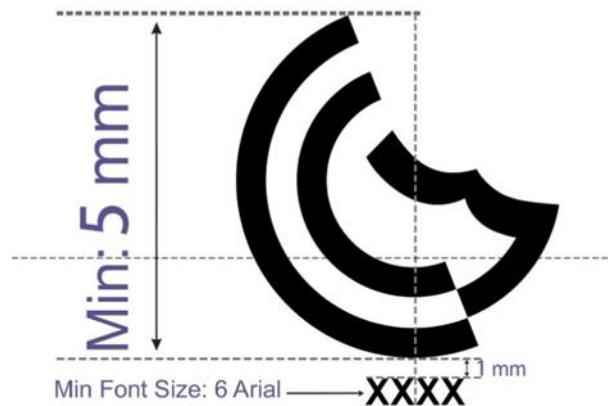

Fig. 6: GC Marking, minimum dimensions

4.3.3 Provided that the minimum dimensions are respected the GCTS may be enlarged, but proportions shall be maintained.

4.3.4 The elements of the GCTS for products shall be considered as a single entity for purposes of enlargement or reduction as shown in Figure 7.

Fig. 7: Enlargement or reduction of the GCTS for Products

4.3.5 GCTS may be reproduced in either black and white or in a color scheme as detailed in this document. Alternatively, the GSO conformity tracking symbol may be printed or displayed in a single color, which is the predominant ink color, or in the case of a pre-printed packaging, the predominant ink color of the packaging, or the use of another single color, as shown in Fig 8-a and Fig 8-b.
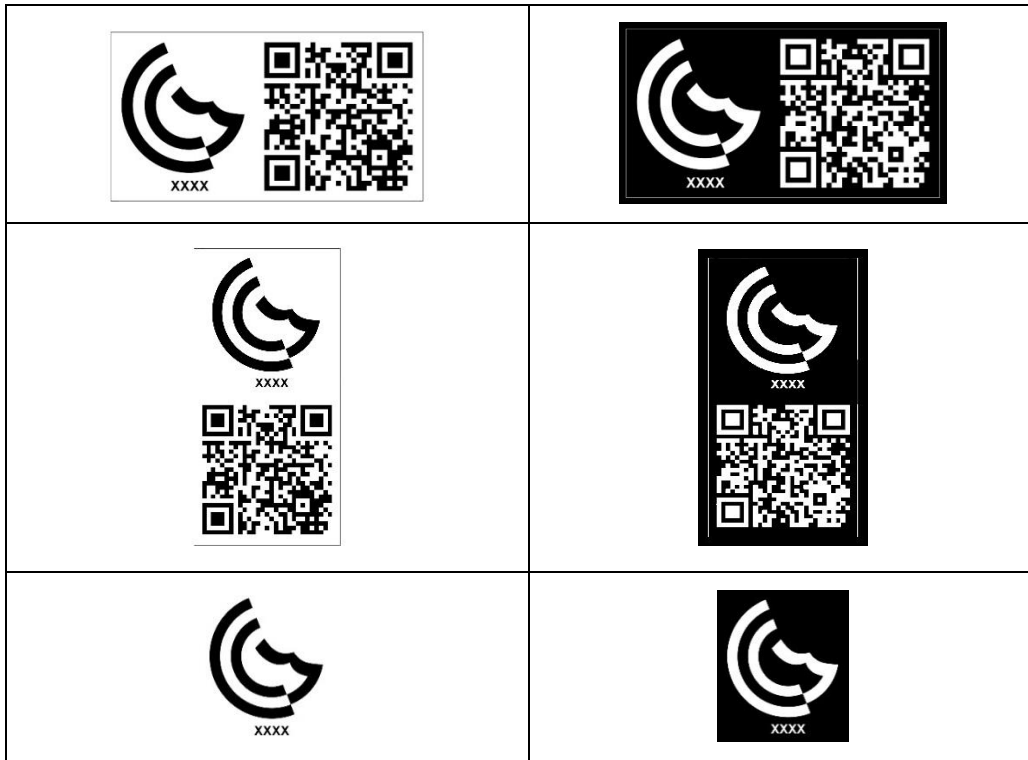

Fig 8-a: - (GCTS) positive and negative versions

Fig 8-b: - (GCTS) on background

5 – Use of the GCTS for Products

5.1 General Conditions

5.1.1 GCTS in accordance with clauses 4.1, 4.2and 4.3 shall be visible, legible, permanent (indelible and/or not easy to remove) and readable by a scanner or reader application of a smartphone.

5.1.2 GCTS shall be relevant to the certificate; they shall be supplied by the Notified Body after the certificate issuance and its approval by GSO.

5.1.3 GCTS shall only be used in connection with a product certified under the GSO Scheme.

5.1.4 GCTS shall not be used in conjunction with the logo/mark of the notified body, or the logo/mark of the manufacturer, or any other picture or logo that could be misleading. No other images or writings shall be overlapping with the GCTS or compromise its visibility and readability.
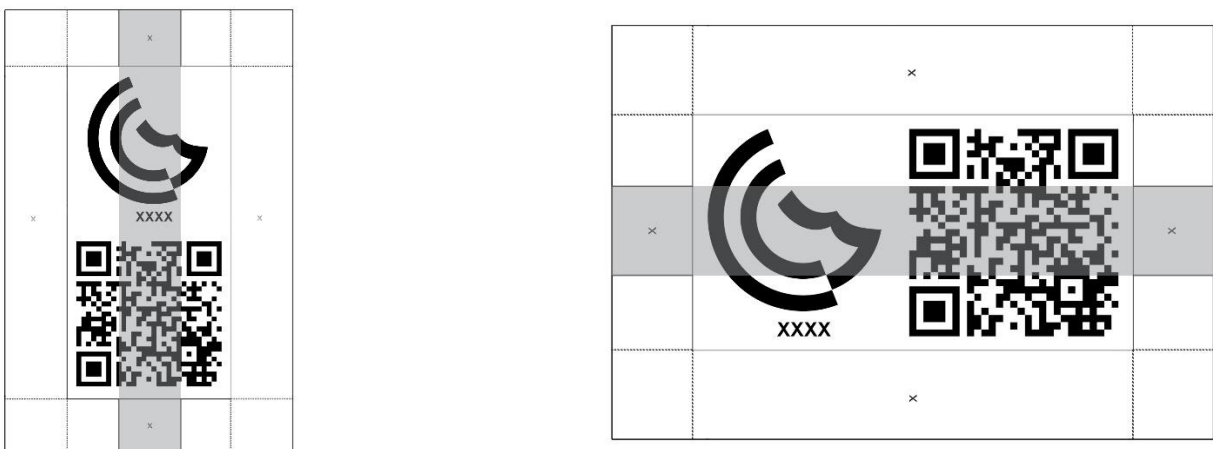

Fig 4: - (GCTS) clear space

5.1.5 GCTS for products shall be affixed on each manufactured unit under the sole responsibility of Certificate holder; Notified Bodies provide the Certificate holder with the GCTS for products and inform him about their correct placement and use.

5.1.6 GCTS shall not be used in such a way to mislead or falsify conformity in any manner.

5.1.7 The GC Marking along with the number of the Notified Body shall not be used in any way that might mislead as to the notification status of the Notified Body.

5.1.8 Any use of the GCTS that might contravene the conditions of use laid down in this document shall be referred immediately to GSO.

5.1.9 GCTS shall not be used in such a way as to imply that the GSO accepts responsibility for activities carried out under the scope of notification.

5.1.10 Where the GCTS is reproduced electronically the following applies:

　　a) infilling does not occur.

　　b) degradation and/or distortion of GCTS graphic is avoided.

　　c) electronic versions of GCTS shall be obtained from GSO certificate tracking system

5.2 Suspension, Withdrawal, Termination, Expiry of Certificates

5.2.1 When the certificate covering the products marked with the GCTS is suspended or withdrawn by the Notified Body the economic operator shall immediately cease to use the GCTS.

5.2.2 In case of suspension, the GCTS may be used again only when the Notified Body confirms in writing that all the issues are solved, and the certificate has been re-activated.

5.2.3 In case of withdrawal, termination or expiry of the certificate the certificate holder shall immediately cease to use the relevant GCTS until a new certificate is issued and approved by the Notified Body.