

# INCERT Scheme for product certification

RD\_014, Issue 09

This guide describes the procedures and conditions for testing and certification used for conformity assessment within the INCERT scheme for Intrusion Products. The INCERT scheme certifies that Alarm Components comply with the requirements as specified by INCERT.

**The Kiwa [terms, conditions and regulations](#) apply to matters not provided for in this document and / or underlying regulations.**

## Revision record sheet

NOTE: The person who initiated the document or modified the document is responsible for maintaining this record sheet

Revision	Section number	Page number	Date	Remark(s)	issued by
1	ALL	ALL	1-5-2013		WB
2		1	09-09-14	KIWA-Telefication changed to Telefication B.V.	RV
2	2	6	"	EN 45011 replaced by ISO/IEC 17065	RV
2	3	7	"	"	RV
2	6	9	"	Revision number deleted, pag.	RV
2		5,8	07-10-14	Update to INCERT 005 REV4	WJJ
3	Frontpage	1	30-03-2016	Deleted reference to technical notes	SVM
	Foreword	3	30-03-2016	Deleted foreword and replaced a part of it to 3.2.	SVM
	2	4	30-03-2016	Added T 031 and replaced ISO/IEC Guide 67 for EN ISO/IEC 17067	SVM
	3	5	30-03-2016	Rewritten 3.1 and insert 3.2 About INCERT and replaced ISO/IEC Guide 67 by EN ISO/IEC 17067.	SVM
	4	6	30-03-2016	Updated the versions of the scheme and added also applicable rules. Deleted everything with regard to the English translation.	SVM
	6	7	30-03-2016	Replaced article 9.5 by 9.6	SVM
	3.1	5	17-08-2016	Modified paragraph About Telefication	EB
	5	6	17-08-2016	Changed Phone number	EB
4	4	6	10-10-2016	Explanation for the X.	SvM
	ANNEX	8	10-10-2016	Added Annex with forms and documents	SvM
	3	5	01-09-2017	Deleted RD_560	SvM
	5	6	01-09-2017	Deleted Teleficaton listed labs and document RD_050	SvM
	6	7	01-09-2017	Deleted RQ_250 and added product checks	SvM
	8	7	01-09-2017	Deleted section 8 is not longer applicable	SvM
5	2	4	02-02-2018	T 033 added to chapter 2	MvB
	5.1	6		Par. 5.1 added	
	ANNEX A	8		RF_062 changed into RF_DoI, RF_064 changed into RF_Dov. Deleted reference to RE_100	
6	ANNEX A	8	08-10-2018	Deleted reference to RQ_160	MvB
7	Document	ALL	12-09-2019	Change of layout Telefication to Kiwa FSS Products incl. logo changes	NdV
8	Document	All	12-01-2023	Remove from footer Registered as Telefication	NdV
9	Document	All	05-02-205	Changed Kiwa logo	NdV

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 Date of release : 05-02-2025

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## 1 SCOPE

This document describes the operational requirements for the INCERT Product certification Scheme applicable to INCERT Management, to the Certification, Test and Inspection Bodies and to Suppliers.

Additional rules for operation of the INCERT Product certification Scheme may be contained in other documents approved by the INCERT Committee.

## 2 NORMATIVE REFERENCES

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN ISO/IEC 17000	Conformity assessment – Vocabulary and general principles
EN ISO/IEC 17020	General Criteria for the operation of various types of bodies performing inspection
EN ISO/IEC 17025	General requirements for the competence of testing and calibration laboratories
EN ISO/IEC 17065	General requirements for bodies operating product certification systems
EN ISO/IEC 17067	Conformity assessment - Fundamentals of product certification and guidelines for product certification schemes
T 014	Technische Nota T 014, Algemene voorschriften voor proeven op alarmsystemen.  Note Technique T 014, Prescriptions générales pour les essais sur les systèmes d’alarme.
T 014A	Technische Nota T 014A, Algemene voorschriften voor proeven op alarmsystemen gebruikmakend van hoogfrequentieverbindingen.  Note Technique T 014A, Prescriptions générales pour les essais sur les systèmes d’alarme qui utilisent des liaisons radioélectriques.
T 031	Algemene voorschriften met betrekking tot proeven op alarmsystemen met inbegrip van de eisen van de norm NBN EN 50131.
T 033	Aanvullende voorschriften met betrekking tot proeven op alarmsystemen

## 3 INTRODUCTION

### 3.1 About Kiwa FSS Products

Kiwa FSS Products is a third party test laboratory and third party certification body. The Dutch Council for Accreditation (Raad voor Accreditatie: RvA) has accredited Kiwa FSS Products to ISO/IEC 17025 (laboratory) and NEN-EN-ISO/IEC 17065 (product certification).

### 3.2 About INCERT

INCERT is a Belgian organisation being owner of the INCERT mark and various certification schemes in the field of security. The INCERT mark is recognized all over Belgium and the market is demanding for high end products, systems and the installing of these products and systems for the INCERT mark.

This Kiwa FSS Products document is limited to the certification of intruder products and systems.

### 3.3 About this document

This document is intended as a guide for manufacturers and importers who want to have registered that one of their Alarm Components is meeting the requirements applicable in Belgium.

The document describes the conformity assessment procedures that have to be followed to realise the registration. It also describes specific conditions, which manufacturers and importers will have to deal with.

The conformity assessment procedures are derived from the EN ISO/IEC 17067(:2013).

## 4 INCERT Scheme

The description of the INCERT Scheme is available in Dutch and French:

*"INCERT 005-REV X – Reglement voor certificatie van producten tegen diefstal in gebouwen (NL)"*

*"INCERT 005-REV X – Règlement de certification de produits contre le vol dans les bâtiments (FR)"*

The following documents are also applicable ;

Dutch versions;

*"INCERT 004-REV X- Algemeen merkreglement (NL)"*

*"INCERT 011-REV X-Financieel reglement (NL)"*

*"Reglement aangaande klachten betreffende INCERT Certificaat (NL)"*

French versions;

*"INCERT 004-REV X-Reglement general de la marque (FR)"*

*"INCERT 011-REV X-Reglement Financier (FR)"*

*"Reglement des plaintes relatives à la certification INCERT (FR)"*

Check for the latest versions available the website of INCERT.

the Dutch version via link <http://www.incert.be/nl/documenten/reglementen.html>

the French version via link <http://www.incert.be/fr/documents/reglements.html>

Note: the X represents the version number.

## 5 Accreditation and listing

A requirement of this certification scheme is that the test is performed under the accreditation and listing of the laboratory by Kiwa FSS Products, which performed the test. The laboratory of Kiwa FSS Products is fulfilling these requirements.

In conformance with the general quality policy of Kiwa FSS Products, accredited laboratories are accredited against ISO/IEC 17025. An accreditation body, which is member of the European co-operation for Accreditation (EA) or which has a Multilateral Agreement (MLA) with the EA, has done the accreditation.

### 5.1 Acceptance of external test reports

- The Test Report has to bear the logo of their accreditation body.
- Evidence must be provided, that the work performed at the time of issuing the test report is under accreditation. (e.d. accreditation scope, signed letter by Test Laboratory)
- The Test Laboratory has to be accredited for the applicable standards (e.g. EN 54-series or the EN 50131-series, or EN 50136-series). An accreditation only to the standard defining the condition (like EN 50130-4, EN 50130-5, etc.) is not acceptable.
- The Test Report has to show compliance with the applicable standards, with respect to security grade and environmental class.
- The Test Report has to show test results according to the acquired current standard.
- In general: Test Reports older than 10 years are not accepted.

## 6 Continuous Compliance Product Checks

The procedure at Kiwa FSS Products for Continuous Compliance Product Checks, as defined in the INCERT Scheme in article 9.6, consists of product checks.

## 7 Publication and reproduction

### 7.1 The public available information

Application to this certification scheme entitles Kiwa FSS Products to make the following information available to any third party via the World Wide Web or any other means:

- Name of certificate-holder;
- Certification/registration number;
- Name of manufacturer;
- Name of trademark;
- Name(s) of product type (type designation);
- Type of certificate;
- List of standard(s) tested.

## 7.2 Reproduction of the Certificate

The certificate-holder is entitled to make reproductions of the Certificate.

## 8 Forms and documents

### General

Several forms and documents are available to assist you in applying for product certification. The list below covers the most important documents relevant for this certification scheme.

<b>RF_DoI</b>	Declaration of Identitical Product
<b>RF_Dov</b>	Declaration of variant cat.1
<b>RF_071</b>	Request for prolongation of an Alarm Certificate
<b>RF_100</b>	General Application form
<b>RF_114</b>	INCERT Certification Agreement
<b>RF_115</b>	INCERT product list (Annex 1)
<b>RF_162</b>	Letter of Representation
<b>RF_200</b>	Documentation overview
<b>RQ_250</b>	Product inspection

Kiwa FSS Products can provide you with digital versions of these forms and documents.