



**OPERATIONAL
DOCUMENT**

**CIG 023423
Appendix 3**

**Factory Inspection Report
Appendix 3
Additional Requirements
for the ENEC+ Agreement
(ENEC+ Appendix)**

WARNING:

~~APPENDIX 3 TO OD CIG 023 SHALL NOT CONTAIN ANY UNAUTHORISED
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Reference number of the body carrying out the inspection:

Approved by:	Approved by the ENEC+ members	No. of pages: 1+23
Date of issue:	December 2020	
Supersedes:	PD OD CIG 023 Appendix 3 – September 2014 December 2020	Page 1 of 3



Reference number of the body carrying out the inspection:

APPENDIX 3 TO PDOD CIG 023423 FACTORY INSPECTION REPORT

Additional Requirements for the ENEC+ Agreement (ENEC+ Appendix)

GENERAL GUIDANCE

This Appendix is to be used when a factory is manufacturing ENEC+ certified products.

NOTE:

- Instructions to the Inspector are shown in italics.
- The report shall be completed even if there is no production at the time of the visit.
- For all 'NO' answers details shall be provided on the Inspector's Findings page.
- For all 'N/A' answers rationale shall be provided as to why the item is not applicable
- Details should be given on Inspector's Information page.

1 Manufacturer's Factory registered name and factory location	
Manufacturer's Factory	
Street and No.:	
Postal Code:	
City:	
Province:	
Country:	
GPS-coordinates (optional):	<input type="checkbox"/> N: <input type="checkbox"/> S: <input type="checkbox"/> E: <input type="checkbox"/> W:
Name of Inspector:	Date of inspection:
	(YYYY – MM – DD)



Reference number of the body carrying out the inspection:

2	Routines Tests/Product Verification Tests (-PVT)			
2.1	Permanent Documents			
Does the factory own the last applicable Permanent Documents for Routine and PVT tests?		YES	N/A	NO
PD ENEC 303 Annex PA		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PD ENEC 303 Annex PB		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PD ENEC 303 Annex PC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PD ENEC 303 Annex PD		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Quality plan	YES	N/A	NO
Is there a Quality Plan covering the routine tests performed on the manufactured items?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a Quality Plan covering the PVT performed on the manufactured items?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Number of samples tested	YES	N/A	NO
Is the number of samples tested annually in appropriateness with the number of licenses held?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please refer to table 1 of PD ENEC 303 Annex PA, and/or PB and/or PC and/or PD</i>				
3	Licenses/Licences products:	YES	N/A	NO
Are all products covered by the ENEC+ Mark also covered by the ENEC Mark?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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