

Ministry of Communications
Engineering and Licensing Division
Terminal Equipment Department

External Laboratory Certification Procedure

Updated: 11.11.2012
External Laboratory Certification Procedure

1. **General**

- 1.1. Section 53A(a)(1) of the – the Communications Law (Telecommunications and Broadcasting), 5742-1982, enables the Minister of Communications to authorize an external body to conduct tests and measurements of terminal equipment.
Section 1 of the Communications Regulations (Telecommunications and Broadcasting)(Payment for the Grant of Type Approval and Terminal Equipment Tests), 5765-2005 (hereinafter – the Terminal Equipment Regulations) enable the conduct of tests for the purpose of obtaining type approval or a permit, both by the Ministry of Communication’s laboratory and by an external body that is an external laboratory certified by the Ministry (hereinafter: “the Laboratory”).
- 1.2. Two test laboratories certified by the Ministry of Communications are currently operating in Israel (ITL Laboratories and Hermon Laboratories).
- 1.3. The aim of the Ministry of Communications (hereinafter: “the Ministry”) is to deepen competition in the field of external laboratories certified thereby, to expand the areas of certification to all types of terminal equipment and to gradually cease to conduct tests for terminal equipment in the Ministry’s laboratory.
- 1.4. This document sets out the process of external laboratory certification, including the administrative and technical criteria and requirements that apply to external laboratories applying for certification by the Ministry.
In addition, this document sets out the testing processes in accordance with which the Laboratory shall operate, from opening the file to granting a type approval or a permit from the Ministry, defining the tasks of the Laboratory and the interrelationship with the Ministry, the type of certification, the types of tests and the manner of supervision by the Ministry.
It should be noted that in future, once enough experience is accumulated, the possibility of subordinating the certified laboratories to the Nation Laboratory Accreditation Authority under the Nation Laboratory Accreditation Authority Law, 5757-1997.
- 1.5. Terms and expressions not defined in this document shall have the meaning assigned thereto in the Communications Law (Telecommunications and Broadcasting), 5742-1982, and in the Terminal Equipment Regulations.

2. **Process of obtaining certification by the Ministry for a Laboratory**

- 2.1. A laboratory seeking to obtain certification by the Ministry must meet the following requirements and criteria:
 - 2.1.1. The laboratory shall be a corporation registered in the State of Israel, and for this purpose, it shall furnish to the Ministry a correct and valid certificate of incorporation.

- 2.1.2. The laboratory shall demonstrate to the Ministry prior experience in tests for compliance with standards and specifications and/or in electrical equipment testing.
- 2.1.3. The laboratory shall be required to make proper disclosure with respect to its dependence on production/importation/marketing persons or bodies, including dependence on a laboratory engaging in said activities and a “linked company” as defined in the Communications Regulations (Telecommunication and Broadcasting)(Procedures and Conditions for Obtaining a General License for the Provision of Domestic Fixed-Line Telecommunication Services), 5760-2000.

2.2. Technical and engineering requirements and capabilities

- 2.2.1. The laboratory shall perform tests in a manner ensuring the reliability of the results of the test, by assuring compliance of the laboratory with Israeli Standard ISO/IEC 17025 – general requirements regarding the qualification of a calibration and testing laboratories. In any case, calibration shall be performed at least once a year and in accordance with the maintenance manuals of the instruments.
- 2.2.2. The laboratory shall furnish to the Ministry, at its request, a document specifying the measurement instruments, including details of suitable, calibrated and properly working test equipment and a list of registered software by means of which the testing of the equipment is performed.
- 2.2.3. The laboratory shall have high speed internet connection, for the purpose of transferring information on the tested equipment, clients and the laboratory.
- 2.2.4. In order to provide Equipment testing services the laboratory shall employ suitable means and skilled personnel, headed at least, by an electronics/communications/computer engineer. All of the testers shall be formally certified at least at the level of electronics technician, including experience in testing.

3. Equipment testing processes

- 3.1. Testing of the equipment shall be performed by the laboratory in accordance with the updated procedure set out by the Engineering and Licensing Division, Terminal Equipment Department of the Ministry of Communications.
- 3.2. The process and the manner of performance of the tests shall be set out below.
If the client applies to the Ministry, the laboratory shall perform a testing process, after receiving a referral from the Ministry (Appendix 1).
If the client applies directly to the laboratory, the laboratory shall inform the Ministry, within one week, of the client’s request.
Simultaneously, the laboratory shall ensure that a type approval/permit

file is opened at the Ministry, within one week of the date of the said request.

3.3. The tests shall be performed in accordance with the specifications adopted by the Ministry (Appendixes 2-5).

3.4. At the conclusion of the test, and no later than one week thereafter, the test report and the laboratory certificate shall be delivered, in accordance with the relevant inspection route (Appendix 7 or 8, depending on the relevant route), to the Ministry and to the client, after having been signed by the tester and approved by the signature of the director of the laboratory.

3.4.1. The specifications of the Ministry, in accordance with which the equipment shall be tested, are as follows:

3.4.1.1. Specification No. 023/96 – specification for terminal equipment interconnected to the analog public telephone network, requirements for type approval (Appendix 2).

3.4.1.2. Specification No. 1/97 – specification for private switches (CSS) which connect to the public telecommunication network with analog two wire (2W) extension lines (Appendix 3).

3.4.1.3. The PRI specification (Appendix 4).

3.4.1.4. The BRI specification (Appendix 4).

3.5. Available inspection routes are as follows:

3.5.1. Route A: equipment testing.

3.5.2. Route B: verification of document.

3.6. Inspection routes:

3.6.1. Route A: equipment testing:

Where there is no test report from a laboratory certified by the Ministry or recognized by one of the overseas licensing authorities (listed on the list set out in Appendix 6) with respect to the equipment for which approval is requested, or where the existing report is insufficient, the equipment shall be tested at the laboratory.

3.6.2. Route B: verification of documents without a laboratory test

Where the equipment carries a valid type approval by one of the overseas licensing authorities recognized by the Ministry (listed in Appendix 6) or a report from an overseas laboratory recognized by the Ministry (an updated list of the laboratories can be obtained at the Terminal Equipment Department, Engineering and Licensing Division of the Ministry),

verification of the data shall be carried out by the certified external laboratory.

3.7. Equipment testing:

- 3.7.1. Upon receipt of a referral form from the Ministry, or without a referral form if the client directly applies to the laboratory, the laboratory shall open a file.
- 3.7.2. Until the date scheduled for the performance of the test at the laboratory, the client shall deliver to the laboratory 2 units of equipment.
- 3.7.3. The equipment shall be tested according to such schedules as the laboratory shall set.
- 3.7.4. The equipment shall be tested in accordance with the requirements of the specification relevant to the equipment.
- 3.7.5. Where equipment fails to meet the requirements of the specification, the results of the tests which the equipment failed shall be delivered, immediately, to the client and to the Ministry.
- 3.7.6. The laboratory shall not accept equipment that failed a test for a retest.
- 3.7.7. The equipment test report, together with a laboratory certificate (Appendix 7), shall be delivered to the Ministry of Communications, as set out in section 3.4 above.
- 3.7.8. Where equipment does not meet, according to the laboratory report and the laboratory certificate, the requirements of the specifications, it shall not be granted type approval, and therefore the file at the laboratory shall be closed and the equipment returned to the client, for the purpose of its shipment back to its country of origin, or its deposit at customs, within 10 business days. The laboratory shall inform the client that it must furnish thereto a written confirmation of the performance of the aforesaid. Equipment remaining unclaimed after 10 working days shall be sent by the laboratory to customs.
- 3.7.9. A client whose equipment meets, according to the laboratory report and the laboratory certificate, the requirements of the specification, shall be referred to the Terminal Equipment Department, Engineering and Licensing Division at the Ministry, for the continuation of the process (obtaining type approval or a permit).

3.8. Route B: verification of documents:

- 3.8.1. Upon receipt of a referral form from the Ministry, or without a referral form, if the client has applied directly to the laboratory, the laboratory shall open a file.
- 3.8.2. After the client furnishes to the laboratory a type approval certificate from a recognized overseas authority (Appendix 6) and/or a report from an overseas laboratory recognized by the

Ministry, verification of the certificate/report shall be carried out by the laboratory.

- 3.8.3. The documents shall be verified according to the schedule set by the laboratory.
- 3.8.4. The documents shall be inspected in accordance with the requirements of the specification relevant to the equipment.
- 3.8.5. Documents having been verified, for a model of equipment deemed by the laboratory to be worthy of type approval without testing the equipment, shall be delivered, together with the laboratory certificate of verification thereof (Appendix 8), to the Ministry and to the client, after having been signed by the tester and approved by the director of the laboratory.
- 3.8.6. A client whose equipment meets, according to the laboratory report and the laboratory certificate (Appendix 8), the requirements of the specification, shall be referred to the Terminal Equipment Department, Engineering and Licensing Division at the Ministry, for the continuation of the process (obtaining type approval or a permit).
- 3.8.7. Where documents have been verified and found deficient, the client shall have the option of submitting the equipment for inspection via route A, as set out in section 3.7.

4. **Rates**

- 4.1. The rates of external laboratories shall be fixed as per the decision of each certified external laboratory.
- 4.2. The laboratory shall provide to the Ministry, upon its request, an updated price list listing the rates for testing.

5. **Supervision**

- 5.1. Ministry representatives may supervise the manner in which inspection is performed at the laboratory under any law, including the provisions of the Communications Law (Telecommunications and Broadcasting), 5742-1982, the regulations made thereunder and the Ministry procedures. For this purpose, they shall be allowed to participate in laboratory inspections at any time, inspect any document concerning the equipment and carry out any act required for ensuring compliance with the said provisions, including reinspecting equipment, whether on the premises of the laboratory or at the Ministry's laboratory.
- 5.2. The laboratory shall provide data to the representatives of the Ministry as per its request, and subject to the provisions of section 2.4.3. of the procedure.
- 5.3. The Ministry shall have the power to revoke or suspend certification granted to the laboratory, if it finds that the laboratory has deviated from the provisions of any law, as specified in section 5.1.
- 5.4. Where certification has been revoked or suspended, the laboratory shall immediately cease the performance of inspections. If the

certification has been restricted, the laboratory shall act in accordance with the restriction.

6. **Service for all**

The laboratory shall provide its services to and perform inspections for any person applying thereto, and shall not unreasonably refuse a request to perform inspections.

7. **Liability of the parties and the relationship between them**

7.1. The Ministry shall not be liable towards the clients of the laboratory or towards any third party for damage caused due to any action or inaction on the part of the laboratory, of any person acting in its name or on its behalf or related to the provision of the service or the performance of the inspections of the laboratory. The laboratory shall immediately indemnify the Ministry for any damage or expense incurred thereby due to any said claim.

7.2. The laboratory shall include, in any contract between it and a person requesting service, a condition in favor of the Ministry, under which the said person waives any claim or action against the State for any act or omission on the part of the laboratory.

8. **Types of certification**

The Ministry may grant to a laboratory general certification to conduct equipment testing in accordance with all the specifications approved by the Ministry, or partial certification, to conduct tests in accordance with certain types of specifications.

In no case shall certification be granted to conduct safety tests in accordance with Israeli Standard 60950; however, such certification shall be recognized if it was granted by the accrediting body under the National Laboratory Accreditation Authority Law, 5757-1997 – the National Laboratory Accreditation Authority.

9. **Prohibition of Transfer**

9.1. Certification granted to a laboratory is personal and may not be transferred to another person, directly or indirectly, unless the owner of the laboratory notifies the Ministry, in advance and in writing, of any such change and the Ministry approves it in writing.

“**Transfer**” – including any change in the holdings of means of control in the corporation the owner of the laboratory, even if such change is not a change in the controlling parties.

“**Control**” - within its meaning in section 1 of the Communications Law (Telecommunications and Broadcasting), 5742-1982.

Appendix 1

Referral Form to an External Laboratory

Ministry of Communications File Number	
Date of referral	

To
Service Laboratory

Name of Laboratory	
Name of contact person	
Telephone	
Fax	

We are herewith referring to you a client whose details are indicated below, for the purpose of carrying out a type approval tests in accordance with specification No. _____

Company Name	
Company Number	
Name of Contact Person	
Street and House Number	
City/ZIP Code	
Telephone	
Fax	
Mobile Telephone	
E-mail	
<u>Details of the Equipment</u>	
Type of Equipment	
Model	
Trade Name	
Country of Manufacture	
Name of Manufacturer	
Client Signature	

Yours sincerely,

Terminal Equipment Department

Appendix 2

Specification No. 023/96

Specification of Terminal Equipment Interconnected to the Analog Public Telephone Network, Requirements for Type Approval

The specification is available at the Terminal Equipment Department, Division of Engineering and Licensing.

Appendix 3

Specification No. 01/97

Specification of terminal equipment interconnected to the analog public telephone network, requirements for type approval
specification of private switches (CSS) which connect to the public telecommunication network with analog two wire (2W) extension lines

The specification is available at the Terminal Equipment Department, Division of Engineering and Licensing.

Appendix 4

Specification No. 02/97

Temporary specification of ISDN terminal equipment.

The specification is available at the Terminal Equipment Department, Division of Engineering and Licensing.

Appendix 5

Specification No. 01/99

Temporary specification of ISDN PRA terminal equipment.

The specification is available at the Terminal Equipment Department, Division of Engineering and Licensing.

Appendix 6

Example of a List of Recognized Overseas Licensing Authorities

אנגליה	BABT/OFTTEL
גרמניה	BZT
צרפת	ART
ארצות הברית	FCC

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Appendix 7

Equipment Test Certificate

Certificate No: _____ Date: _____

Manufacturer: _____ Country of Manufacture: _____
Importer: _____ File No.: _____

Test specification: _____ Ministry of Communications _____

Type of equipment:
Model:
Serial Number:
The tested equipment meets the requirements of the specification

Name: _____ Signature: _____
Name: _____ Signature: _____

Name of the laboratory

Appendix 8

Document Inspection Certificate

Certificate No: _____ Date: _____

Manufacturer: _____ Country of Manufacture: _____
Importer: _____ File No.: _____

Test specification: _____ Ministry of Communications _____

Type of equipment:
Model:
Serial Number:
The tested equipment meets the requirements of the specification

Test report: _____ No: _____ Date: _____

Name: _____ Signature: _____
Name: _____ Signature: _____

Name of the laboratory