*Form to be completed by client*

This information will be used to generate the test report and or certificates. Please ensure the information supplied is as you wish to receive it on these associated documents.

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| Section 1: General information | | | | | | |
| Company Name: |  | | | | | |
| Company Address: |  | | | | | |
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| Client Contact Name: |  | | | | | |
| Contact Telephone No: 🕿 |  | | | | | |
| Contact Email: 🖂 |  | | | | | |
| Customer Order No: |  | | | | | |
| **Section 2: Health & Safety** | | | | | | |
| Please declare any health and safety implication relative to the EUT and or support equipment. |  | | | | | |
| **Section 3: Equipment Under Test (EUT)** | | | | | | |
| Equipment Name: |  | | | | | |
| Model No / Type: |  | | | | | |
| Hardware Build Level: |  | | | | | |
| (For example, but not limited to; prototype, pre-production, engineering sample, production OR other etc.) | | | | | | |
| Software Revision Level: |  | | | | | |
| Serial No: |  | | | | | |
| Power Supply Details: | Voltage: | |  | | Frequency: |  |
| Current: See note below | |  | | Inrush Current: |  |
| Phase: | Single / Three | | 4-Wire (3P+E) / 5-Wire (3P+N+E) | | |
| **Note:** For fridges and freezers the limit for Mains harmonics is determined from the active input power, rated current and rated voltage. The rated current is determined by a series of current measurements made over a one hour period every 30 seconds and then the current is the maximum averaged in any five minute window with the temperature controls set to minimum. This is detailed in IEC 60335-1-24 section 10.2. This information will be required during the test programme. | | | | | | |

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| Does the EUT contain devices susceptible to magnetic fields (Hall elements, electrodynamic microphones, magnetic field sensors): | | | | Yes  / No  If yes please give details below. | | | | | | | | |
|  | | | | | | | | |
| Intended Installation Environment: | | | |  | | | | | | | | |
| (For example; domestic, residential, commercial, light industrial, industrial, warehouse, garage, laboratory, automotive, hospital etc.) | | | | | | | | | | | | |
| **Class A Equipment**  equipment suitable for use in all establishments other than domestic and those directly connected to a low voltage power supply network which supplies buildings used for domestic purposes. | | | | **Class B Equipment**  equipment suitable for use in domestic establishments and in establishments directly connected to a low voltage power supply network which supplies buildings used for domestic purposes. | | | | | | | | |
| **All** EUT Frequencies Generated or Used: | | | |  | | | | | | | | |
| (**Must include maximum freq** – i.e. clocks, bus, signal line transmission, I.C’s, DC/DC converters, known spurious, switching and RF frequencies etc) | | | | | | | | | | | | |
| EUT Physical Dimensions (cm): | | | | H | | W | D | | | EUT Weight: | | kg |
| EUT Location: | Table-Top | | Floor | | Wall | | | Ceiling | | | Vehicle | |
| Section 4: Description of EUT and it’s Primary Function(s) | | | | | | | | | | | | |
| (A detailed technical description of the product and its function(s) (primary, intended or essential) is required in order to facilitate correct application of the appropriate EMC product standard(s). Examples of typical functions may include, or a combination of; storage, entry, display, retrieval, transmission, processing, switching, or control, of data and of telecommunication messages, radio transmission or reception etc.) | | | | | | | | | | | | |
| Description of EUT: | | | | | | | | | | | | |
| Primary Functions of EUT: | | | | | | | | | | | | |
| Function | | How this will be exercised | | | Monitoring method | | | | Pass/Fail | | | |
|  | |  | | |  | | | |  | | | |
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| If any functions indentified above are wireless communication, please provide additional details on the associated radio module approval(s) below: | | | | | | | | | | | | |
| Type  (i.e. WIFI, Bluetooth, GSM…etc.) | | Frequency Range | | | Manufacturer | | | | FCC ID Number | | | |
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| **Section 5: List of EUT Ports** (Maximum installation lengths are as stated in EUT Installation / User manual) | | | | | | |
| (The cable lengths given in this section will be used to determine test applicability. Only cables that are permanently attached during normal/typical operation should be listed) | | | | | | |
|  | Description of Port  (i.e. AC Mains or DC Supply, Signal, Ethernet, Serial, CAN, USB…etc.) | Type of cable attached  (i.e. 6 Core, Multi-core,  Multi-strand, TP, SWA, SWG) | Shielded or Unshielded | Maximum Installation Length | Outdoor Cable  (or Leaves Building)  Yes / No | Test Length |
| 1: |  |  |  |  |  |  |
| 2: |  |  |  |  |  |  |
| 3: |  |  |  |  |  |  |
| 4: |  |  |  |  |  |  |
| 5: |  |  |  |  |  |  |
| 6: |  |  |  |  |  |  |
| 7: |  |  |  |  |  |  |
| 8: |  |  |  |  |  |  |
| **Note:** For additional cables, please enter further details in Section 12 “Additional Information”.  Where voltage surge tests are deemed applicable to the cables identified above; please indicate the desired repetition rate appropriate to the thermal characteristics of the over-voltage protection device(s):  60 seconds  / 30 seconds  Test standard EN61000-4-5 allows the surge immunity test to be performed at < 60 s repetition rate. Testing at 30 s reduces test time, but consequently increases the risk of test failure or the potential for component & EUT damage, due to the thermal de-rating of protection devices owing to high repetition successive discharges. Any indication of failure experienced at reduced intervals can only be confirmed by re-testing at the mandatory 60 s repetition (may require EUT repair or additional test samples). Timings on the quotation will indicate the repetition rate for pricing, however increased charges will be incurred for a 60 s repetition, where 30 s was assumed for costing. Please select the desired repetition rate above. | | | | | | |

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| **Section 6: EUT Earthing / Bonding Arrangement(s)** Applicable  / Not Applicable | | | | |
| (Where applicable, specify the typical installation earth / bonding requirements i.e. 1mm2, 2.5mm2, 10mm2, Bus-Bar, or Flat Braid etc) | | | | |
| Conductor Type:  (Multi-Strand, Solid, Braid etc) |  | | Cross Sectional Area:  (CSA) |  |
| Conductor Length: |  | | Earth Impedance:  (Ze) |  |
| Type of Bonding:  (i.e. PE, Supplementary or RF) |  | | Earth Bonding Location: |  |
| Cable Description:  (i.e. Specification, Part No, Supplier etc) | |  | | |
| **Note:** In the absence of precise earthing / bonding information, and where required; Element will use Tin Coated 12mm x 2.3mm Flat 90 A  Copper Braid (RS part No: 365-559), which will be precisely documented within resultant test reports or certificates. | | | | |

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| **Section 7: Support Equipment** | | | | |
| (Where applicable, including equipment required for operating and/or monitoring purposes i.e. external PSU, battery, PC, laptop, oscilloscope, DVM, load, ping loop-back connectors, thermo-couple, ECU, CAN interface, Ethernet hub, PSTN/ISDN exchange etc) | | | | |
| 1. | Description: |  | | |
| Make: |  | | |
| Model No: |  | Serial No: |  |
|  | | | | |
| 2. | Description: |  | | |
| Make: |  | | |
| Model No: |  | Serial No: |  |
|  | | | | |
| 3. | Description: |  | | |
| Make: |  | | |
| Model No: |  | Serial No: |  |
|  | | | | |
| 4. | Description: |  | | |
| Make: |  | | |
| Model No: |  | Serial No: |  |
|  | | | | |
| 5. | Description: |  | | |
|  | Make: |  | | |
|  | Model No: |  | Serial No: |  |
|  | | | | |
| 6. | Description: |  | | |
|  | Make: |  | | |
|  | Model No: |  | Serial No: |  |
| **Note:** For additional support equipment, please enter further in Section 12 “Additional Information”. | | | | |

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| Section 8: Mode of Operation during EMC Tests |
| (Please note precisely, each applicable function. This shall include the exercising of all primary, intended or essential functions in the most representative mode, consistent with typical applications AND/OR a normal mode chosen to represent the worst case profile. A specific automated program may be required to fully exercise the EUT during EMC tests, such that the complete operational cycle is continuously repetitive in the shortest possible time; ideally <3sec. Multifunction equipment may need to be tested with each function in isolation, if this cannot be achieved simultaneously without physically modifying the EUT internally, however this may extend the test duration & cost)  **For medical equipment that falls under the scope of standard EN60601-1-2:2007 / IEC60601-1-2 edition 4 please provide in addition the essential performance in line with Element document RF446 on section 11 of this form.** |
| Emission Tests: |
| Immunity Tests: |
| Additional Mode(s) of Operation – Immunity Tests (if applicable) |
| (To be assessed during continuous RF exposure at selected spot frequencies; where the EUT operating cycle is >3sec AND/OR EUT sensitive internal frequencies AND/OR known threats of EUT installation environment AND/OR additional EUT functions) |
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| Section 9: Method of EUT Monitoring |
| (During immunity testing, the ability of the EUT to withstand electromagnetic disturbance is assessed. Before commencement of testing, it is necessary to establish the suitability of precise monitoring methods appropriate to all primary, intended or essential functions, ensuring appropriate recognition of the nature of failure by display or operator interaction, generally achieved via software or support equipment. In certain instances Element may advise additional monitoring requirements in the quotation, specific to meeting the requirements of the standard quoted. Please specify how the EUT performance will be monitored and evaluated) |
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| Section 10: Pass / Fail Criteria – Immunity Tests (if applicable) | |
| (Equipment may be susceptible to interference during the application of immunity test sequences. Therefore, before commencement of testing it is necessary to establish the limits of equipment performance which is permitted where susceptibility is observed. Expressed in terms which relate to the performance of the specific EUT and its associated primary, intended or essential functions when used as intended, including any associated tolerances, messages/indications, operating & fail safe conditions etc. Please give details of your specific performance criteria below) | |
| Continuous Test(s): |  |
| (For continuous RF phenomena, during the test the EUT shall continue to operate as intended without operator intervention (Criterion A) with no degradation of performance or loss of function allowed below a minimum performance level specified by the manufacturer) | |
|  | |
| Transient Test(s): |  |
| (For transient phenomena, after the test the EUT shall continue to operate with (Criterion C) or without (Criterion B) operator intervention with no degradation of performance or loss of function allowed below a minimum performance level specified by the manufacturer) | |
|  | |
| Deviation(s): |  |
| (To be completed during or after testing, If applicable. Please insert any accepted deviations from the above AND/OR from the applicable EMC test standard(s), arisen as a result of the laboratory testing) | |
|  | |
| Section 11: COSHH Applicable  / Not Applicable | |
| (Are you intending to send any substances or chemicals to the Element site? The substance or chemical may be part of the EUT AND/OR in support of the EUT. If you answer “Yes”, then contact your Element representative for COSHH questionnaire RF515. Please note that COSHH is a Health & Safety legal requirement) | |
| Section 12: Additional Information | |
| (Please note precisely any additional information deemed applicable in support of EMC tests | |

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| Section 13: Block Diagram |
| (Please provide a precise diagram of your proposed test arrangement detailing where appropriate earth bond locations, cable identification, support equipment and system interconnections etc) |
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For medical equipment that falls under the scope of EN60601-1-2:2007 this signature attests that the manufacturer has carried out a risk assessment in line with ISO14971:2012 and the essential performance resulting from the risk assessment has been supplied in section 11 of this form.

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| Signed: |  | | Position: |  | |
| Print Name: |  | | Representing: |  | |
| Date: |  |  | | |  |