**Automotive VCA Approval, ESA Annex 2B Information Document**

**Technical Note 40**

To support your VCA ESA approval and testing TRaC will require you to provide an Annex 2B

information document. This information will form part of the submission pack sent to the Vehicle

Certification Agency (VCA) in the UK. This technical note will explain what documentation is

required by Annex IIB and how the documentation should be formatted.

TRaC will be required to append the EMC test report to the Annex 2B information supplied.

Therefore, all information should be supplied formatted on A4 in electronic PDF format. The

information supplied should take the form of a document that includes a front cover and contents

page.

Annex 2B contains the headings listed below. These headings will form the basis of the contents

page of the document supplied. The numbering sequence should be kept as described below.

**ANNEX 2B**

**1. Make (trade name of manufacturer)**

**2. Type and general commercial description(s)**

**3. Means of identification of Type, if marked on the component/separate technical unit**

**3.1. Location of that marking**

**4. Name and address of manufacturer**

**Name and address of authorised representative, if any:**

**5. In case of component and separate technical units, location and methods of affixing the**

**approval mark**

**6. Address(es) of assembly plant(s)**

**7. This ESA shall be approved as a component/STU**

**8. Any restrictions of use and conditions for fitting**

**9. Electrical system voltage**

**Appendix 1**

Description of the ESA chosen to represent the type

**Appendix 2**

Relevant test report(s) supplied by the manufacturer or approved/recognized laboratories for the

purpose of drawing up the type approval certificate

**SECTION 1 - Make (trade name of manufacturer)**

This section contains the trade name of the manufacturer of the equipment tested.

**SECTION 2 - Type and general commercial description(s)**

This section states the name of the product with a one or two line description stating what the

products intended us is for.

**SECTION 3 - Means of identification of Type, if marked on the component/separate technical**

**Unit**

This section will be a written statement of where on the product the identification mark and

approval mark will be located. It should also contain physical information - if a sticker is used the

type of ink used on the sticker, if the mark is moulded onto the equipment case etc

If the means of identification of type contains characters not relevant to describe the component or

separate technical unit types covered by this information document, such characters shall be

represented in the documentation by the symbol "?" (e.g. ABC??123??).

**SECTION 4 - Name and address of manufacturer**

This section is self-explanatory and is the manufacturers name and trading address.

**SECTION 4 - Name and address of authorised representative, if any**

If the manufacturer is based outside the EU then the manufacturer’s authorised representative who

is located within the EU shall be detailed here.

**SECTION 5 - In the case of components and separate technical units, location and method**

**of affixing of the approval mark**

This section will be a written statement of where on the product the approval mark will be located. It

should also contain physical information - if a sticker is used the type of ink used on the sticker, if

the mark is moulded onto the equipment case etc.

**SECTION 6 - Address(es) of assembly plant(s)**

This section is self-explanatory and is the name and trading location of any assembly plants used

for the construction of the EUT. If this is performed at the manufacturers address only this should

be stated.

**SECTION 7 - This component shall be approved as a component/STU**

This section is essentially a statement. For most equipment approved the term “component” will

apply. A Separate Technical Unit (STU) is usually vehicle specific.

**SECTION 8 - Any restrictions for use and conditions for fitting**

This section should cover any pertinent installation instructions, information regarding the

installation of the product. For example, should the equipment need to be installed by trained

personnel.

**SECTION 9 - Electrical system voltage**

This section should state the rated voltage and whether it is positive or negative grounded.

**APPENDIX 1 - Description of the ESA chosen to represent the type**

This appendix will contain the most information about the equipment, the following information

should be included:

* Written description of the equipment that includes the operation of the equipment and its end use. For complex equipment or systems a block diagram should be included with a

detailed explanation

* Colour photograph of the unit
* Circuit diagram
* Bill of materials
* PCB photographs

**APPENDIX 2 - Relevant test report(s) supplied by the manufacturer or approved/recognised**

**laboratories for the purpose of drawing up the type approval certificate**

This will be a one-page heading that states “APPENDIX 2 – TRaC TEST REPORT”, TRaC will

append the full test report to the documentation supplied.

For further information please contact us.