The procedure of product certification within the System of Voluntary Certification (of RS).

1. The applicant is advised to send the following documents to RS:

- the application of **f.9.2.1** including the selected codes for the product of either RCPEA2 (Russian Classification of Products by Economic Activities) or Customs code (for the imported goods);

- technical documentation on the certified product (technical standard, technical provisions, technical specifications, legal contract, technical drawings, testing programme and procedure etc.)

- approval documents needed by Russian legislation (certificate of conformity/ declaration of conformity to the requirements of the Customs Union, certificate of measuring equipment type approval, hygiene certificate, certificate of incorporation, approval of Federal Service for Environmental, Technological, and Nuclear Supervision; etc.).

1. The RS Head Office department for Management Systems and Products Certification (327 Department) reviews the documents applied for the completeness and conformance to the requirements of the System of Voluntary Certification.
2. 327 Department files the application in the Thesis system (RS information system) and provides the assignment to respective RS Branch Office according to the region of activity.
3. The assigned RS Branch Office conducts the certification against the requirements of technical documentation stated in the application, as following:

- the review of technical documentation applied;

- survey of production facilities (in case of the batch production) and product itself, sampling to carry out the necessary tests;

- survey of testing the samples of product;

- test results review and drafting the RS documents.

5. The assigned RS Branch Office applies records for review and check-up to the 327 Department.

6. After the review, the final documents on certification are provided to the applicant.