

**European Fire and Security Group**

The Secretary  
Amsterdamer Strasse 172-174  
D-50735 Köln, GERMANY

**EFSG Agreement**

**on**

**High Security Locks, HSL**

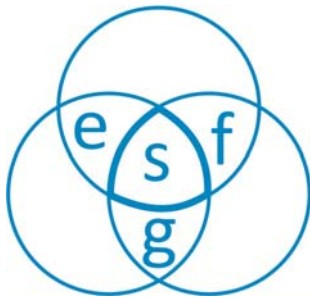
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**CNPP**

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Signature

\_\_\_\_\_  
Company Stamp



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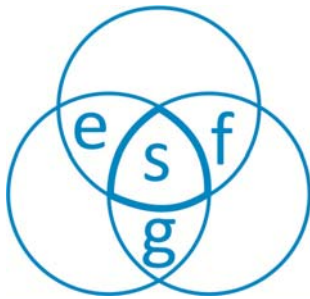
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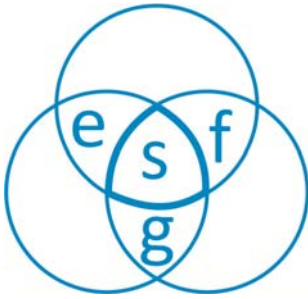
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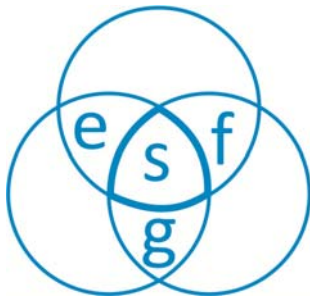
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## **EFSG Agreement**

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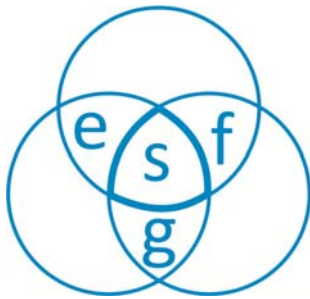
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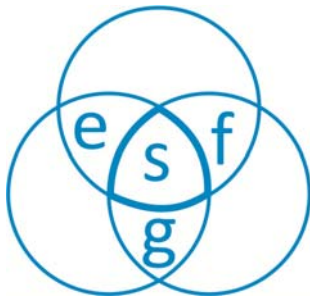
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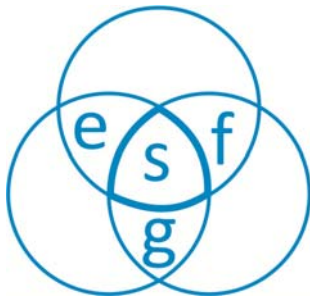
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**Istituto Giordano**

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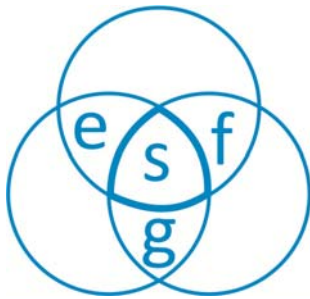
### Agreement on High Security Locks

Participants:

Certification Body	Name
CNPP F-27950 Saint-Marcel	
VdS Schadenverhütung D-50735, Köln	
European Certification Body GmbH D-60528 Frankfurt	
Svensk Brand- och Säkerhetscertifiering AB (SBSC) S-11587 Stockholm	
Associated Testing Laboratories	Name
CNPP F-27950 Saint-Marcel	
VdS Schadenverhütung D-50735 Köln	
Istituto Giordano I-47814 Bellaria	

The certification bodies and laboratories signing this EFSG Agreement (Agreement) agree in accepting the annexed conditions and are considered to be participants in this Agreement. They agree to communicate on the conditions of this Agreement to the market.





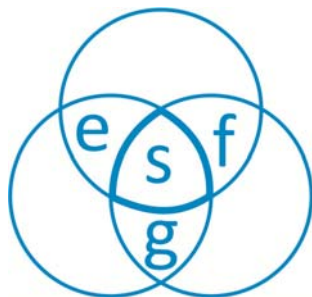
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In the following, “CB” is understood to be a participating certification body which has signed this Agreement High Security Locks (Agreement HSL). PCB is that certification body having signed the Agreement HSL and where the applicant has applied for testing and certification.

In the following, “LAB” is understood to be a participating laboratory which has signed this Agreement. MTL is the main testing laboratory under EFSG which has performed initial testing.

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D-50735 Köln, Germany*



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### 1. Scope

This EFSG Agreement on High Security Locks describes the cooperation on testing, certification (including prolongation, modification and duration), quality assurance and product surveillance for high security locks according to EN 1300.

### 2. Validity

This Agreement is valid three years starting from the day as signed and is intended to be used for new applications and not retrospectively. It supersedes the previously signed version of the Multilateral Agreement on High Security Locks. After the three years period, the Agreement will be renewed automatically for three years unless the signatories decide otherwise.

### 3. Participants

The participants of this Agreement are the certification bodies and associated testing laboratories which have signed on the cover page.

New certification body members of EFSG and their associated laboratories operating in the field of high security locks shall be invited to participate in this Agreement under the same conditions as the other CBs and LABs.

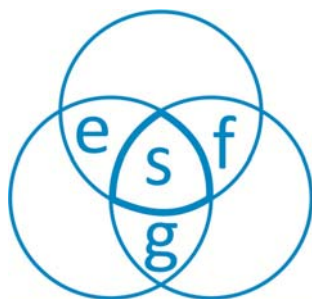
The actual status of the testing laboratories is documented by the EFSG secretary.

### 4. Normative References

This Agreement was signed using the references below.

The latest versions will apply.

- EFSG terms of reference
- EN 1300 : 2004+A1 : 2011 Secure storage units – Classification for high security locks according to their resistance against unauthorized opening
- EN ISO 9001 : 2008 Quality management system – Requirements



## **5. Testing and certification**

### **5.1 General**

Each CB remains responsible for its decisions and autonomous in its decisions. The CBs issue the certificate on their own mark.

The CBs agree to certify the products described in the scope (§1) of this Agreement, for Agreement certification, on the basis of tests performed by the LAB.

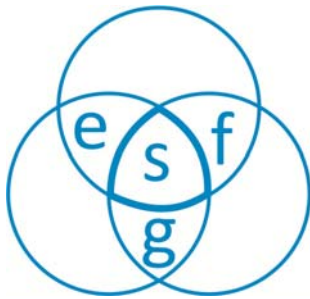
On this basis, the CBs accept test results and test reports issued by LABs as described in paragraph 5.1a and 5.1b. Basis of testing and certification are the above-mentioned standards.

- a: For the tests required under clause 5.2.3/8.2.2 and clause 5.2.4/8.2.3 of EN 1300, (independently of the method of assessing those requirements), the CB will accept the test results once they will have been successfully performed by two LABs.
- b: For the tests of EN 1300 other than those required under clause 5.2.3 and clause 5.2.4, the CB will accept the test results once the tests have been successfully performed by only one LAB.
- c: Depending on the test date, the rules below will be applicable:
  - tests performed after the publication of the Agreement will be automatically recognised by the involved CB,
  - tests performed before the publication of the EN will not be recognized within this Agreement,
  - tests performed in the meantime will be recognized providing that they have been carried out in compliance with the test methods of this Agreement.

If after the testing a new edition of the standard has been published, those results of the test report may be taken for a certification for which the requirements resp. test methods did not suffer a severe change.

The signatories agree to exchange experience at least once a year.

Test reports and additional documentation necessary for certification, within the frame of this Agreement, shall be issued in English.



## **5.2 Procedure for testing and certification**

An applicant shall apply for certification at those CB(s) from which he wishes a certificate indicating where the product shall be tested (or has been tested) (see flow chart in Annexes A and B).

Taking the product specifications and the test specimen as a basis, the laboratory proceeds as follows:

- Examination of specimen(s) and documentation
- Performing the tests required in EN 1300
- Issue of the test report.

The CB studies the test report(s) with the associated documentation and checks the following items:

- Check if for testing against EN 1300, clauses 8.2.2 and 8.2.3 the results of one further EFSG laboratory is available. If not, a second testing is required by a further EFSG laboratory.
- Check if the testing is performed on the basis of the standards defined in clause 4 of this Agreement. If the standard has been changed in the meantime, those results of the testing may be taken for a certification for which the requirements resp. test methods did not suffer a severe change.
- Check if the tests were performed before publication of the Agreement. If the tests were performed earlier, additional tests may be performed at any associated laboratory of this Agreement. The reasons for these additional tests shall be justified in writing to the applicant. The other involved CBs will be informed by the CB who asks for additional tests.

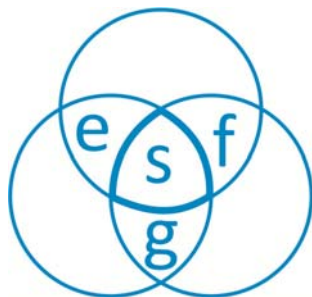
The CB decides on issuing a certificate including a decision on the grading of the product.

If the applicant has applied for certification at several CBs, he shall inform the primary CB concerning the co-ordination of product audits (see clause 6).

## **5.3 Duration of certificates**

The maximum duration of certificates will be 4 years for all CBs.

The initial date of a certificate is the date of issue of the primary CB issuing the certificate CB1. Should a second CB certify the same product later on, the "ending date" shall correspond to that of the certificate issued by the first CB (CB1), see Annexes A and B.



#### **5.4 Prolongation and/or modification of certificates**

The prolongation and/or modification of a certificate (e. g. design modifications or updating of standards) can be made either by a study of the product specifications and drawings or by retesting (or partial retesting) according to the updated standard.

It is the task of the applicant to initiate the prolongation and/or modification of its certificates with each of the CBs which has certified the product.

If a modification of a certificate is valid for one CB only, it shall not be possible to find it on the certificates issued in the frame of this EFSG Agreement. A separate certificate must be issued and the product shall have another reference.

#### **6 Product surveillance and quality assurance**

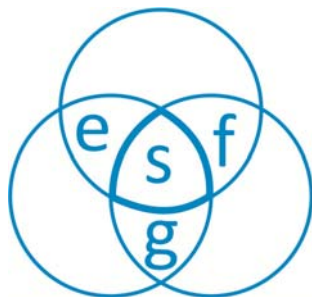
Certification body signatories of this Agreement agree to offer a common standardized procedure of audits for product surveillance to those applicants who meet the conditions expressed in clause 6.1, so that each certification body will be able to take its decision on that common audit.

The common standardized procedure of audits for product surveillance won't be effective before generic and specific product assessment documentations, as described in clause 6.4.7, have been adapted and agreed by the HSL Advisory Group.

##### **6.1 Conditions to benefit from the harmonized audit procedure**

In order to benefit from the common audit procedure, an applicant shall respect the following conditions:

- The quality management system for the manufacturing site(s) related to the scope of the agreement is certified according to ISO 9001 by a certification body accredited by an accreditation body recognized by EA (EA = "European Co-operation for Accreditation"(shortly EA, formerly EAC)) and having signed the Multilateral Agreement under EA.
- At least one of its products has been (or will be) certified after its testing according to the mutual recognition test procedure stated in this EFSG Agreement and the test sample was produced in exclusively that factory which will benefit from the harmonized audit procedure.



## **6.2 Definition of the Primary Certification Body and request for initial audit**

The Primary Certification Body (pCB) is a Certification Body having signed the Multilateral Agreement and having audited the applicant during the first year of the application according to the common standardized procedure of audits.

The three following cases may occur as described:

### **-1- “First case”**

The applicant already holds product certification by several Certification Bodies and wants to benefit from the common audit procedure without increasing the number of certification marks on his products. In such a case, an initial audit is not required and the CB is chosen by the applicant.

### **-2- “Second case”**

The applicant already holds product certification by one or several Certification Bodies and wants to benefit from the common audit procedure and by the same way wants to increase the number of certification marks on his products. In such a case, an initial audit is not required and the pCB is chosen by the applicant amongst the Certification Body(-ies) having already approved the applicant. The pCB will transfer the relevant information regarding the applicant to other CB(s).

### **-3- “Third case”**

The applicant holds no product certification by any of the Certification Bodies and wants to get certification directly by several certification bodies and benefit from the common audit procedure by the same way. In such a case the pCB is the Certification Body whom the applicant has asked for the first type test and which will conduct an initial audit (before certifying the product).

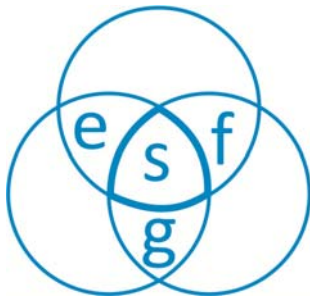
## **6.3 Validity of the harmonized audit**

The harmonized audit will be valid for:

- Products which are certified by the involved certification bodies in the frame of this EFSG agreement.
- Other products covered by the scope (clause 1) but certified outside the Agreement by any of the Agreement members.

## **6.4 Conditions of the harmonized audit practice**

**6.4.1** The applicant shall make a formal request at each certification body from which he holds (or asks for) a certificate in order to benefit from this common audit procedure and allows the members of the Agreement to exchange the appropriate information concerning the audit.



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**6.4.2** The successive audits will be performed by one of the involved Agreement certification body members on a one year rotation basis (January until December).

The first audit is performed by the primary Certification Body (pCB) within 6 months after the applicant requested to benefit from the Agreement.

**6.4.3** The audit schedule for regular audits is organized once a year by the involved CBs.

**6.4.4** The normal frequency of the audit is once a year. At a new manufacturing plant, there will be two audits performed during the first twelve months independently of the first audit results or, if necessary additional requirements will be asked by the involved CBs.

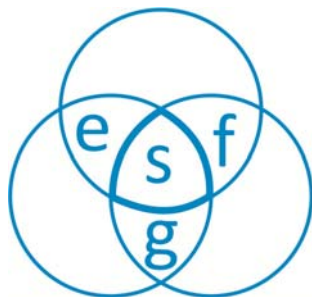
**6.4.5** The audits will be normally announced but at the initiative of the certification body may be performed unexpectedly.

When preparing the audit, the auditor in charge of the audit will ask the certification bodies for the complete list of certified products.

**6.4.6** In order to be able to perform the audit for each product, a file of drawings stamped by the appropriate certification bodies shall be kept at the manufacturing plant.

**6.4.7** For the performance of audits under this audit procedure the following documentation shall be used

- FS01EFSG, FS02EFSG, FS03EFSG,
- Generic and specific product assessments have to be adapted from the existing ones attached to the EFSG Safes and Strongroom Agreement and agreed before clause 6 becomes effective; the CBs agree to use the English language for the audit report.



## **6.5 Requirements for qualification of auditors**

EOQ quality operators shall be competent in all quality assurance techniques covered by ISO 9004. These competencies cover the understanding and practical application of disciplines throughout the life-cycle of product or service delivery.

Specific techniques namely include: quality system principles, quality control, product verification and the control of measuring and test equipment; non-conformity and corrective action.

Auditors must have a minimum of three years experience in the field of auditing, of testing and/or construction/production in the mechanical industry.

Auditors who meet the above requirements shall perform satisfactorily three audits in the lock area under supervision. In case the experience has been acquired in the lock industry the minimum number of satisfactory audits may be reduced to one.

A list of auditors who fulfil the qualifications shall be kept by each CB and made available upon request to other parties.

## **6.6 Evaluation of the audit report (see Annex C)**

For a given year a certification body is responsible for the evaluation of the surveillance of all products in question manufactured at one site.

It is up to the responsibility of this certification body which has performed the audit to monitor the decision whether a follow-up audit will be necessary.

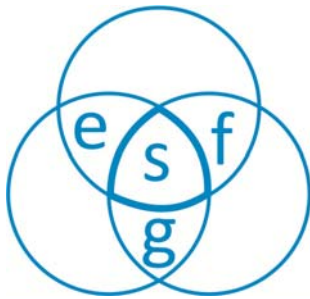
This will be done within 3 weeks after the audit report has been issued and the answers by the manufacturer to the non-compliances have been received.

Where necessary the follow-up audit for a given year will be performed by the same certification body.

## **7. Communication rules between applicants and CB**

In respect of the information of the CB (such as modification of products, introduction of new manufacturing plant, etc.) the requirements of information between applicants and CB remain as regulated by CB for its own certifications.





## **8. Interim status of new laboratories**

Once a new laboratory has been adopted (after the initial system audit and the initial technical audit) by the BOM of EFSG as an EFSG associated laboratory, it shall be asked if it wants to participate in this Agreement (sign the agreement). If the laboratory signs the agreement, it will be accepted for a provisional period.

The initial technical audit will be performed at the laboratory to check procedures, equipment and know-how. This can also be done during initial system audit.

During the provisional period, according to the initial practice of EFSG, when a test according EN 1300, clauses 8.2.2 and 8.2.3 will be performed at this laboratory for certification purpose by more than one CB, each involved CB will have the possibility to delegate a representative.

One representative of EFSG should be appointed; additional observer(s) will be allowed to come on their own.

This EFSG representative will be allowed

- to observe the preparation work and pre-test
- to give an opinion on the test program and suggest test
- to witness the final test

During the provisional period the laboratory shall perform the following tests according to EN 1300:

- Mechanical HSL grade A (2 models )
- Mechanical HSL grade B (2 models)
- Mechanical HSL grade C (1 models)
  
- Electronic HSL grade A or B (2 models)
- Electronic HSL grade C (1 model)

After this period the test reports will be checked and a final decision will be made.

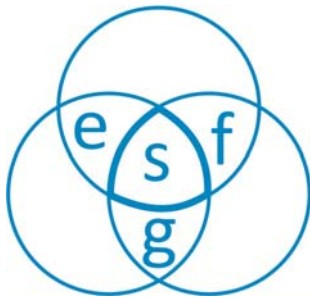
## **9. Advisory group**

The EFSG Safe and HSL advisory group, open to EUROSAFE representatives, has the task to control the correct practice of the Agreement High Security Locks.

At least once a year or upon the request of one participant of this Agreement, all participants will meet for a review regarding the implementation of the Agreement.

Unless otherwise agreed, one representative for each participant of the Agreement will participate in the review. This representative can participate with consultative participants. The resolutions of the meetings shall be documented.

The place and date of the review shall be discussed and agreed by the participants.



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### 10. Disputes

In case of a breach of this Agreement, the signatories are obliged to attempt to resolve the problem in a fair discussion before dissolution of the Agreement.

### 11. Dissolution of or withdrawal from the Agreement HSL

Dissolution of the Agreement HSL will occur when a simple majority of the signatories gives 12 months notice, to all the signatories, of their request to dissolve the Agreement.

Withdrawal from the Agreement HSL by one signatory will occur when that organization gives 12 months notice to all the signatories of its intention to withdraw from the Agreement.

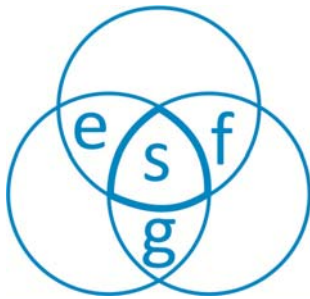
A dissolution of, or withdrawal from the Agreement does not invalidate certifications, based on mutually accepted test results, that have been granted before the dissolution or withdrawal.

Test results issued after the signature are fully valid for implementation. Those issued before signature shall be scrutinized individually for acceptance by the members.

Annex A: Flow chart initial certification

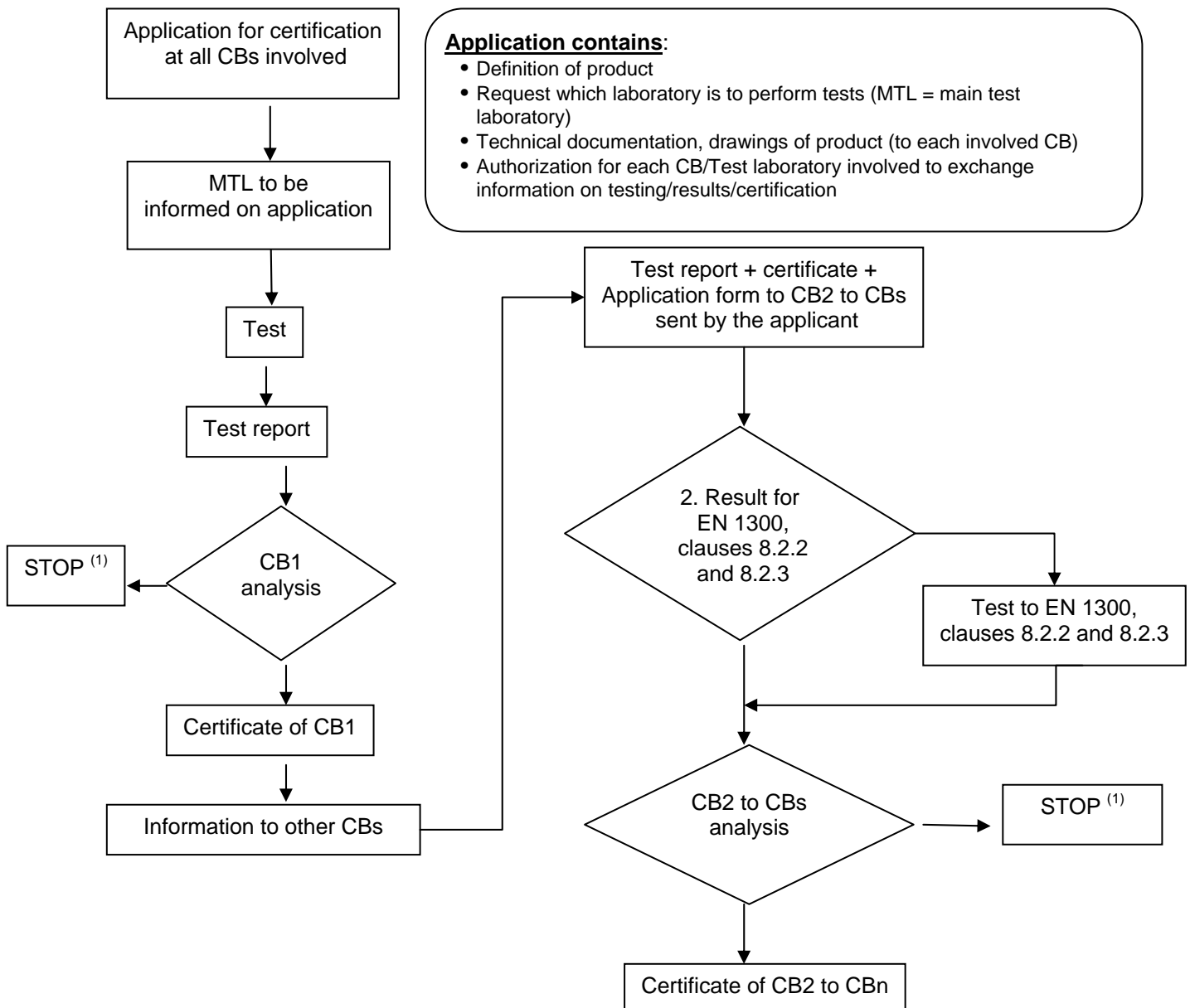
Annex B: Modification of products and /or prolongation of certificate

Annex C: Non compliance definition and follow-up of audits

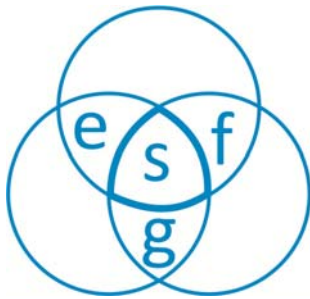


**ANNEX A to Agreement HSL  
Initial certification of High Security Locks**

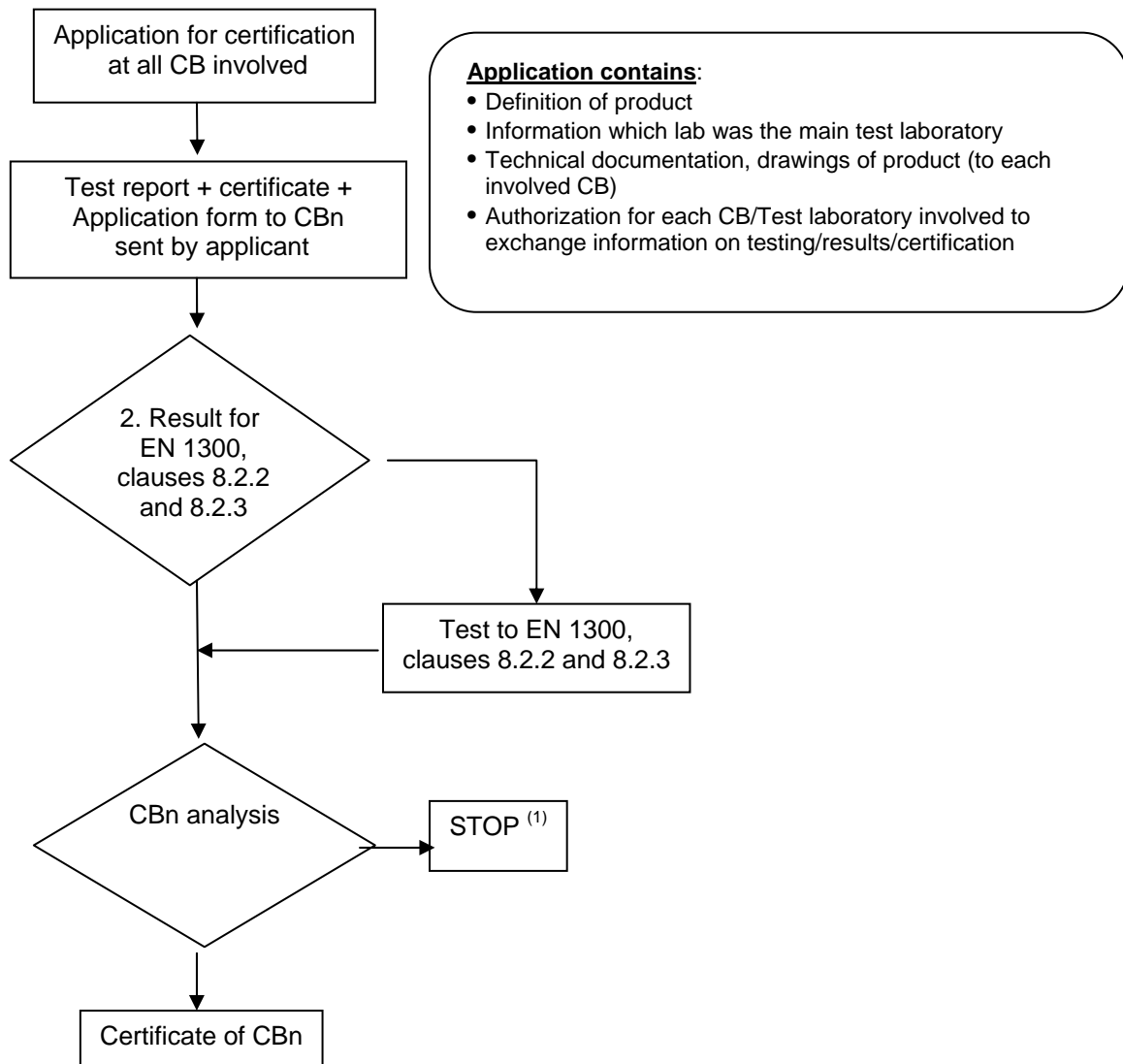
**Situation 1:** The manufacturer asks for certification to all certification bodies before testing.



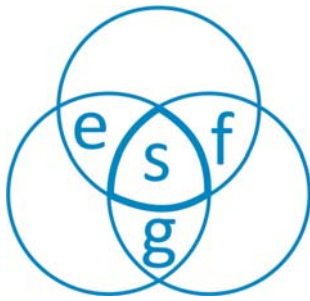
<sup>(1)</sup> Note: If the test report shows that the product does not meet the requirements of the expected class and the manufacturer proposes modification to improve it, then the modification procedure applies.



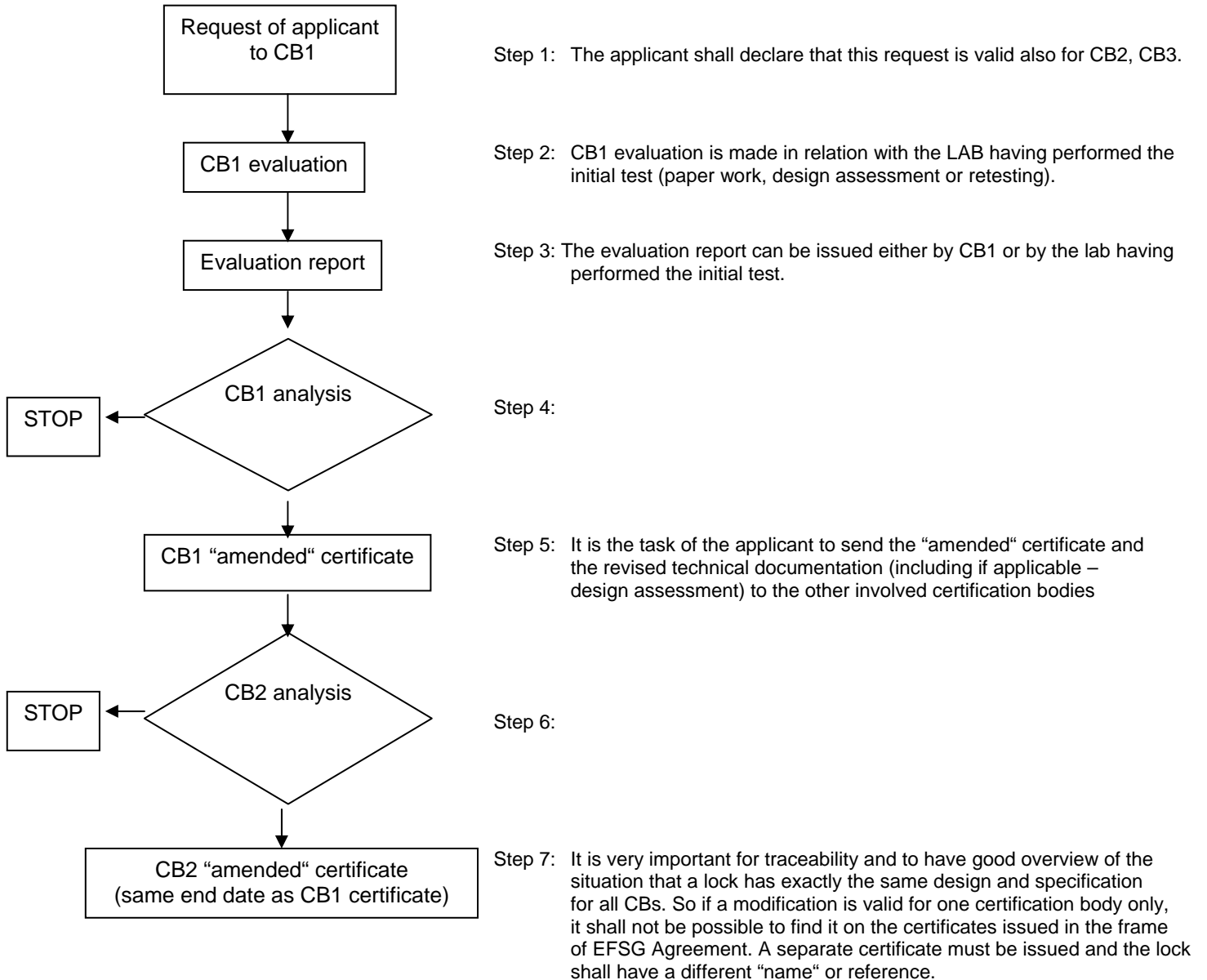
**Situation 2:** The applicant asks for certification to other certification bodies after having been awarded a certificate from a certification body (CB1)

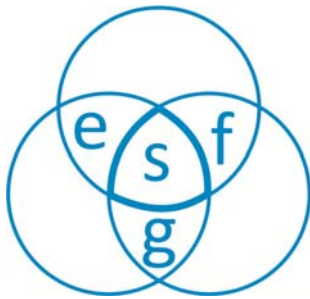


<sup>(1)</sup> Note: If the test report shows that the product does not meet the requirements of the expected class and the manufacturer proposes modification to improve it, then the modification procedure applies.



**ANNEX B to EFSG Agreement HSL  
Modification of products and/or prolongation of certificate**





**ANNEX C to EFSG Agreement HSL  
Non-compliance definitions and follow up of audits**

**AUDIT**

Deviation, non-compliances stated by the auditor at the end of the audit (\*A) during the closing meeting, with a list of deviations - FS-03EFSG - given to the holder of certificate at the end of the audit) and the non-compliance report(s) FS-02EFSG in case of non-compliance quoted 3 or 4.

(initial) Proposals can be done during the audit and immediate actions taken when required.

In every case the non-compliances have to be reported and the initial proposal added as remark if applicable

↓  
Complete report (< 3 weeks after the audit)  
FS-040EFSG  
FS-040wEFSG  
FS-03EFSG  
FS-02EFSG

↓  
Final proposal for corrective actions in response to non-compliances after the audit to be sent by the holder of certificate to the Auditor within 4 weeks, (an extension of time can be asked by the holder of certificate if necessary). This does not relieve the holder of certificate for implementing immediate actions taken when required.

↓  
Analysis of the answers (to be done by the auditor)  
(Assessment whether the proposals clears the non-compliances or not)  
and recommendations to the CB (to be done by auditor)

↓  
Decision by the CB  
Keep the certification, new audit, suspension, withdraw, other decision

↓  
Information to other CB(s)

(\*A):

1 = compliance

2 = suggestion for improvement

3 = minor non-compliance

4 =major non-compliance

For 3 and 4 actions have to be taken by the holder of certificate, such actions have to be reported to the auditor within 4 weeks following the incoming of the audit report.

2 in the list of deviations (audit summary); 3 and 4 ⇒ non-compliance report and in the list of deviations.