

Revision History

Team of validity of a display for compensation

2016/11/01 Add about accident case

2017/02/27 Revise about tax

# SG Mark System Certification Procedure Guide

## <General Guide>



This general guide, SG Mark System Certification Procedure Guide (hereinafter, “Procedure Guide”), explains the certification procedure from application to completion of certification as well as maintenance of the certificate for the SG Marking which is implemented by the Consumer Product Safety Association.

You need to take the following procedure to acquire the SG mark certificate. There are things you need to accept before applying. Please read the matters in the application required to be accepted along with this Procedure Guide (there are products which have their specific procedure guides).

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— Table of Contents —

1. Introduction
2. Scope of Certification
3. Registered Design of the SG Mark
4. Certification Personnel
5. Conflicts, Complaints and Claims
6. Rights and Obligations
7. Flow of the Certification Procedure
  - 7.1 Basic Flow
  - 7.2 Registration of Factory and Product Type Confirmation
    - (1) Application for Registration of Factory
    - (2) Factory Audit
    - (3) Contract for Registration and Marking
    - (4) Application for Product Type Confirmation
    - (5) Product Type Examination
    - (6) Product Type Confirmation Certificate
    - (7) SG Marking (Application for Issuance of Marking)
    - (8) Follow-up Inspection
    - (9) Relocation of Factory and Assignment/Acceptance, etc. of Business
  - 7.3 Lot Certification
    - (1) Application for Lot Certification
    - (2) Sampling Inspection
    - (3) SG Marking
  - 7.4 About the term of validity of a display of compensation
  - 7.5 Data Utilization of Overseas Assigned Inspection Institutes
  - 7.6 Follow-ups
  - 7.7 Others

## 1. Introduction

Consumer Product Safety Association (hereinafter, “CPSA”) was established in 1973 in accordance with the Consumer Product Safety Law. Later CPSA went through organizational changes, and it became a juridical foundation for the public purpose in 2000 and then, a general foundation in 2012.

The main activities of CPSA are to (a) prepare SG standards that stipulate requirements for consumer products, which may cause bodily injuries or pose a hazard to human lives in terms of structures, materials, or usages, to be considered as safe products, (b) allow the certified products to bear the SG (Safe Goods) mark, and (c) compensation for personal injuries in Japan attributable to the defect of SG-marked products.

CPSA maintains fairness and neutrality as a public interest corporation, and discloses information with respect to financial affairs on its website.

## 2. Scope of Certification

The scope of CPSA’s certification is limited to the products subject to certification that are specified by CPSA. Please refer to CPSA’s website for the products subject to certification. However, we may not be able to undertake certification for some of the products due to the specifications of the examination equipment, etc.

CPSA’s certification is available in Japan and overseas countries, except for the following countries or areas. Furthermore, there are some countries or areas which we may not be able to conduct a Lot Certification.

- (a) Countries or areas where the applicant is not capable of making payment to CPSA by the due date.
- (b) Countries or areas where danger ratings, infection danger ratings, or other ratings under the MOFA’s travel advisory have been issued.
- (c) Countries or areas which CPSA has determined that they cannot work on due to justifiable reasons.

In conducting the certification, CPSA assigns external institutes (hereinafter, “Assigned Inspection Institutes”) to carry out some of the testing, inspection, and other operations. Even in these cases, CPSA has responsibility and authority as the main entity of the certification over the operations carried out by these Assigned Inspection Institutes.

### 3. Registered Design of the SG Mark

The SG mark below is a trademark registered by CPSA in accordance with the Trade Mark Act.

The SG mark is available only for the products that have already acquired the certificate. You need CPSA's permission in advance if you use the SG mark on advertisement media or packaging/wrapping materials. CPSA may take legal actions if you want to use the SG mark without CPSA's permission.



Registered Design of the SG Mark

Marking of the SG mark on certified products will be conducted by attaching the label prepared by CPSA, attaching a label, stamp, emboss or print. of the SG mark printed by the certificate acquirer itself (Marking of the SG mark by a method other than the label prepared by CPSA is called "Self Marking"). Also, the SG mark may be will utilize packaging or wrapping, etc. for some products.

The SG Marking varies by each product, so please refer to [7.2-\(7\) SG Marking \(Application for Issuance of Marking\)](#) or [7.3-\(3\) SG Marking](#).

### 4. Certification Personnel

In conducting certification operations, CPSA designates suitable personnel and strives to improve and maintain their competence by providing them with education and training. CPSA's certification personnel act fairly and neutrally in accordance with service regulations, and will never engage in actions which may raise suspicion or distrust from third parties. These are how CPSA secure its reliability. The same can be said for personnel of the Assigned Inspection Institutes.

### 5. Complaints, etc. about Certification Operations, etc.

CPSA will deal in good faith with: acceptance of applications from applicants (including ones from those who are planning to apply); complaints about the certification process in general such as evaluation, examination, or inspection.; claims with respect to decision for certification; claims against various treatments after certification; and complaints, etc. from other interested parties.

Please contact the following with regard to these complaints, etc.

Administration Department “Complaint Desk”

Tel: +81-3-5808-3304 (9:30 to 12:00 and 13:00 to 17:30) E-mail: comp@sg-mark.org

※ This “Complaint Desk” does not handle accidents due to SG-marked products.

## 6. Rights and Obligations

- (a) CPSA will ask you to enter into a contract with CPSA for the Marking at the time of the registration of your Factory. The rights and obligations shall be based on the provisions provided in the contract.
- (b) At the time of application for lot Certification, CPSA will ask you to take an oath on the information written in the application.
- (c) If you wish for an Marking of SG mark through Lot Certification as well as Self Marking, CPSA will ask you to enter into a contract with CPSA for the Marking prior to applying for lot Certification. The rights and obligations shall be based on the provisions provided in the contract.

## 7. Flow of the Certification Procedure

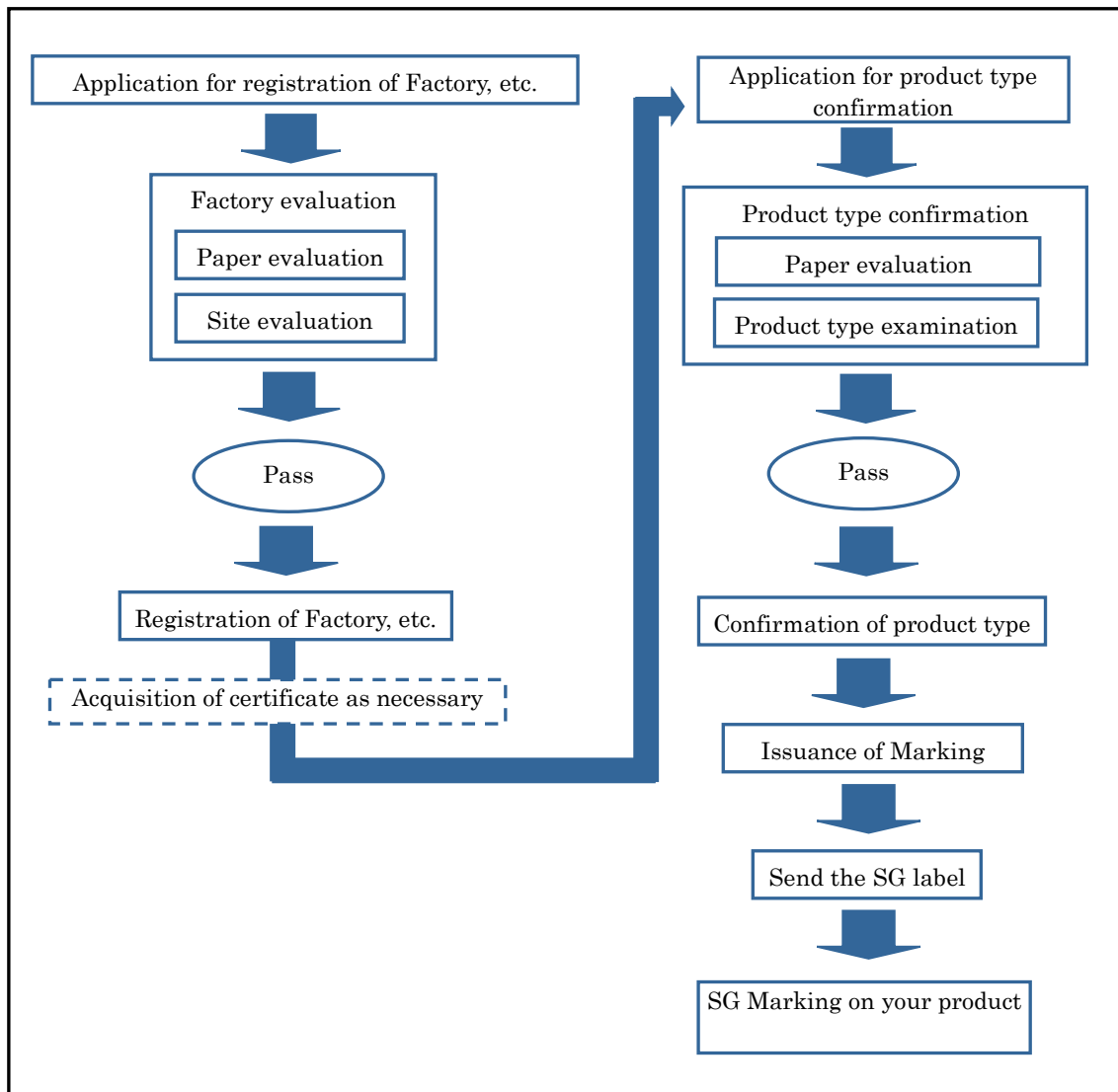
### 7.1 Basic Flow

There are two major methods: “Registration and Product Type Confirmation Method” and “Lot Certification Method” in order to use the SG Mark on your product (in case of some products, only one of them is applicable.).

“Registration and Product Type Confirmation” is a certification method employed mostly when you wish to begin using the SG Marking on a manufactured product. CPSA will check through an evaluation (Factory evaluation) whether or not you are capable of stably and continuously manufacturing a product which conforms with the SG standards. You will enter into a contract with CPSA for the Marking after passing the Factory evaluation, and then you will be permitted to use the SG Marking if the product, which is scheduled to be manufactured at the evaluated Factory, conforms with the product examination for a specific category (product type classification).

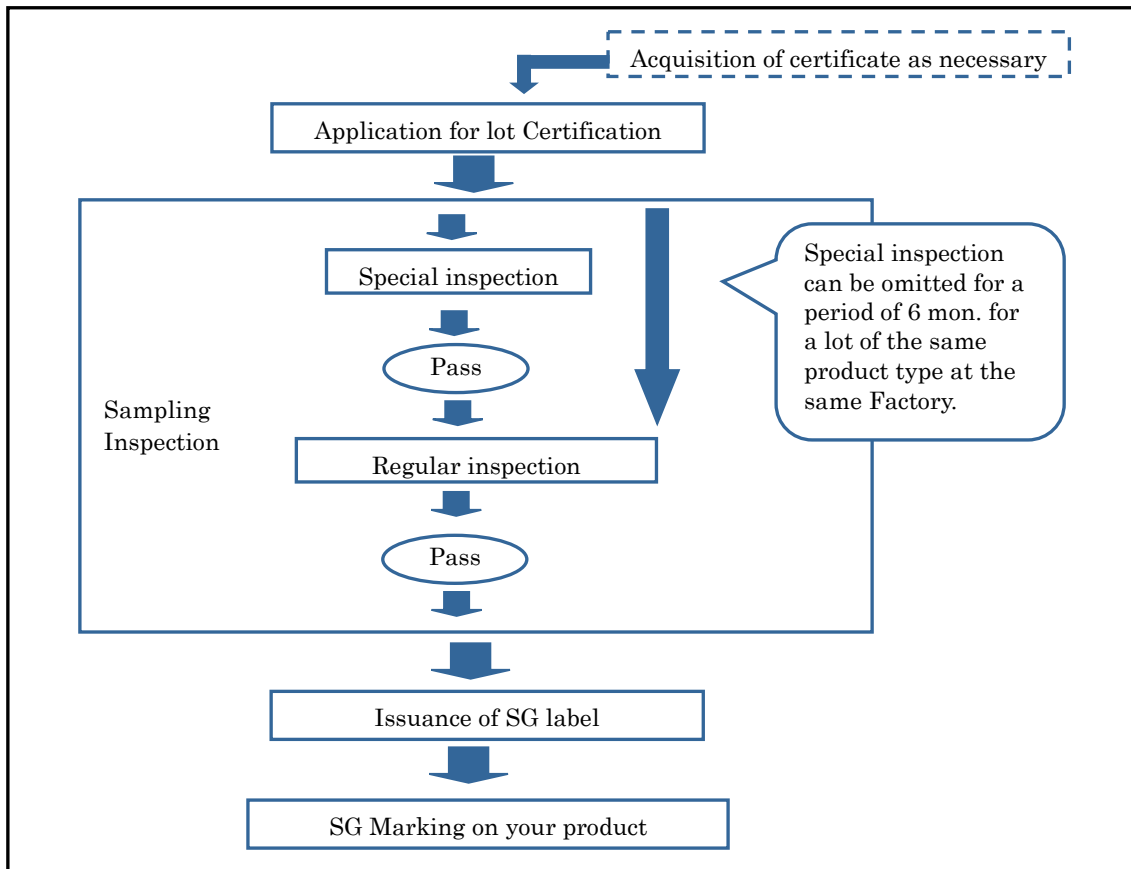
However, after a registration of Factory, you need to maintain the initial state of quality management by taking periodic procedures and receiving inspections (Follow-up inspections) for the maintenance of the registration. You need to take these procedures when the SG standards are revised as well.

In addition, the product type confirmation of certified products will become invalid if you do not receive a renewal once in every period specified for each product.



“Lot Certification” is a certification method through a sampling inspection for a group of products (a lot) on which you wish to display the SG mark, if there is already a completed product at hand.

Lot Certification can be applied not only by the manufacturer of the product, but also by importers or distributors of the product. You may be able to acquire SG Marking in a relatively shorter period of time with this method compared to the “Registration and Product Type Confirmation” method.



## 7.2 Registration of Factory and Product Type Confirmation

### (1) Application for Registration of Factory

You can apply for the registration of a Factory only if you manufacture a product subject to certification and if you meet the manufacturing equipment standards and inspection equipment standards specified for each product type (these standards are collectively called “Registration Requirements”).

You need to attach a general information sheet and the accompanying documents No.1 through No.7 on the cover sheet of the “Application for Registration of Factory” Please submit one copy. <Refer to the format of the Application for Registration of Factory>

An example application, including the cover sheet of the “Application for Registration of Factory”, format of the general information sheet, and the accompanying documents No.1 through No.7, are presented on CPSA’s website, so please refer to them and prepare the documents in either Japanese or English (CPSA does not accept documents, including the accompanying documents, written in languages other than Japanese or English).

Also, your agent may submit the application. If you wish to submit an application through your agent, you need an authorization letter which indicates that you authorize the agent to submit the Application for Registration of Factory. Please prepare the letter and submit it with the application. <Refer to the format of an authorization letter.>

CPSA will accept your application upon confirming the information in your application and confirming there is no lack of documents, etc.

## (2) Factory Evaluation

After acceptance, CPSA will immediately determine the person in charge of a Factory evaluation (hereinafter, “Auditor”), and the Auditor will contact you with regard to the process and other information about a Factory evaluation. Normally, the Auditor asks you about your company regulations and quality records prior to a Factory evaluation. This is called “Preliminary Confirmation”.

Please submit the documents that are asked by the Auditor (company regulations and quality records may be in the local language if the Factory is in the overseas; however, CPSA may require minimum translation).

Note that CPSA may omit the Prior Confirmation if the Factory has already been registered with other products subject to certification or if the product has already been registered at another Factory of the same applicant.

CPSA will arrange the schedule for a Factory evaluation (on-site evaluation) once the Preliminary Confirmation is finished.

A Factory evaluation will be conducted two days in a row (or three days in a row for certain products) when (a) you can secure personnel for explanation, such as a quality management manager of the Factory, for the whole day, (b) the applied product subject to certification is being manufactured (including trial manufacture), and (c) the conditions for conducting an in-company inspection are met.

CPSA will invoice you the Application Fee for Registration of Factory specified in Table 1 (including travel expense; common for all products) once CPSA determines the schedule for a Factory evaluation. Please make payment by the specified due date (normally by one day prior to departure). In addition, CPSA will contact you with regard to the schedule and what things that you need to prepare for the Factory evaluation. Please confirm the schedule and complete preparations by the day of the Factory evaluation.



Auditor will conduct a Factory evaluation in accordance with the CPSA’s “Guidelines for Evaluation of Factory.”

Major items set forth in the Guidelines for Factory Evaluation.
1. Development and recent history of the applied company and factory
2. Preparation and implementation status of company regulations on the organization and documents
3. Preparation and implementation status of company regulations on complaints
4. Preparation and implementation status of company regulations on designs, materials, processes, equipment and measuring apparatus
5. Preparation status and implementation of company regulations on conformity inspections for SG standards
6. Procedure for change management
7. Status of manufacturing processes
8. Status of conformity inspections for SG standards
9. Comments and requests from the applicant
10. Other items that are deemed necessary

Auditor will immediately bring back the result of the Factory Evaluation and submit it to the screening in the CPSA’s judge committee. However, if the Auditor requests you to make improvements to some things at the time of the Factory evaluation (hereinafter, “Improvements”), the screening will be held after confirming how you have taken care of the Improvements.

Screening will take seven days.

Please be advised that CPSA has a standard period for processing paperwork, and the standard period necessary for CPSA to process registration of Factory from the acceptance of your application to registration is 45 days.

Table 1: Application Fee for Registration of Factory

Contact:	Fee	Make payment to:
CPSA	(a) 100,000 JPY+ consumption tax (b) Travel expense required for a Factory evaluation (an amount based on the CPSA’s travel expense regulations) ※ You don’t need to pay the consumption tax for (a) if you are making payment from overseas.	Please make payment to the bank account specified in the invoice sent from CPSA.

	<p>※ Daily pay and accommodation expense for Auditor are included in the travel expense. Also, cost for visa and vaccination necessary for entering an overseas country will be included if Auditor is traveling overseas.</p> <p>※ If Auditor is traveling overseas and the applicant cannot arrange an interpreter, CPSA will arrange one by itself and separately invoice the cost for it.</p>	
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### (3) Contract for Registration and Marking

CPSA will “register” the applied Factory upon confirming that there is no problem found at the screening.

CPSA will send you the “Registration Certificate” and the “Contract for Marking” once CPSA determines to “register”. You do not have to pay for the issuance of the first copy of new “Registration Certificate”, but you need to pay reissuance fee at the time of reissuance due to relocation, change of representative, loss or break. Please contact CPSA for more details.

The “Contract for Marking” is a contract about certification concluded between a registered Factory and CPSA. For example, it stipulates the treatment of the SG Marking and acceptance of Follow-up inspections. Please contact CPSA for more details. The “Registration Certificate” and the “Contract for Marking” are in Japanese in principle, but it is possible to issue them in English. Please notify Auditor after a Factory evaluation if you wish them in English.

### (4) Application for Product Type Confirmation

Only Factory which have been registered can apply for product type confirmation (however, a Follow-up inspection mentioned later may be necessary for a product type classification which is manufactured through a process different from the one which was subject to a Factory evaluation).

Application for product type confirmation shall be conducted if you wish the SG Marking for each product type classification specified for each product. Please send an application to CPSA by mail by attaching the accompanying documents No.1 through No.6 on the head page of the “Application for Product Type Confirmation”. Please submit two copies.

If there are items in the SG standards or the inspection manual of the applying product, you need to submit them by attaching them to the application in principle.

The format of the cover sheet of the “Application for Product Type Confirmation” and an example of the application, including the accompanying documents No.1 through No.6, are presented on CPSA’s website, so please refer to them and prepare the documents in either Japanese or English (CPSA does not accept documents, including the accompanying documents, written in languages other than Japanese or English) <Refer to the format of the Application for Product Type Confirmation.>

Also, your agent may submit the application. If you wish to submit an application through your agent, you need an authorization letter which indicates that you authorize the agent to submit the Application for Product Type Confirmation. Please prepare the letter and submit it with the application. <Refer to the format of an authorization letter.>

After receiving your application, CPSA will accept it upon confirming the information in your application, if there is no lack of documents, etc., and if it is appropriate. After acceptance, CPSA will immediately send the applicant an instruction letter, regarding the payment of the Application Fee for Product Type Confirmation specified for each product. Please make payment for the application fee by following the instructions.

Also, please send a product type sample, with one copy of the head paper of the prepared Application for Product Type Confirmation attached to it, to an Assigned Inspection Institute specified for each product (please select one institute if there are multiple Assigned Inspection Institutes).

#### (5) Product Type Examination

After acceptance, CPSA will immediately request the Assigned Inspection Institute to conduct a product type examination.

A product type examination will be conducted and qualification will be determined in accordance with the SG standards and inspection manual specified for each product. CPSA may contact you for certain product type sample in conducting a product type examination.

<p>If there is any non-conformity during a product type examination, you can receive up to two reexaminations within a period of six months. Items to be examined at a reexamination shall be all items in principle; however, a reexamination may be conducted on limited items for the non-conformance items that are deemed not to affect product quality. We will ask you to submit papers, which explain the improved</p>
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parts and improvement method, at the time of a reexamination. Note that you need to directly pay the Assigned Inspection Institute the cost of a reexamination separately from the application fee for product type confirmation.

Assigned Inspection Institutes may separately invoice you a cost for disposal of a product type sample or cost for returning it to an applicant, depending on the size or the number of the sample. The Assigned Inspection Institute will contact you for the details.

#### (6) Product Type Confirmation Certificate

Once a product type examination is completed, the Assigned Inspection Institute will issue an examination report to CPSA. CPSA will issue the product type confirmation certificate if there is no significant difference between the examination report and the copy of the in-company inspection report attached to the Application for Product Type Confirmation. Please keep the number of the product type confirmation certificate because you will need it in applying for the SG Marking (issuance of Marking) until the next renewal (we do not accept request for reissuance in principle).

This product type confirmation certificate has an expiration date specified for each product. CPSA will send you a letter to notify the renewal of the certificate two to six months prior to the expiration date. Please apply for renewal two months before the expiration date at latest. The procedure of application for the renewal of the product type confirmation certificate is same as the one for the application for a new product type confirmation.

CPSA has a standard period for processing paperwork, and the standard period necessary for CPSA to process a product type confirmation from the acceptance of your application and confirmation of your fee payment to the certification of the product type confirmation is 60 days.

If you are adding a new brand name, model, model number, or name to the same product type classification after a Product Type Confirmation Certificate has been issued, please submit the “Notification to Add Name within Product Type Classification” with the accompanying documents to CPSA before using the SG Marking on the product. <Format of the Notification to Add Name within Product Type Classification>

#### (7) SG Marking (Application for Issuance of Marking)

SG Marking is conducted by a method specified for each product.

Also, your agent may submit the application. If you wish to submit an application through your agent, you need an authorization letter which indicates that you authorize the agent to submit the application for the issuance of Marking. Please prepare the letter and submit it with the application. <Refer to the format of an authorization letter.>

Remember that CPSA has a standard period for processing paperwork, and the standard periods necessary for CPSA to process an issuance of Marking by “CPSA prepared label method” from the acceptance of your application and confirmation of your fee payment to the arrival of the SG label to the registered Factory or a designated place are 7 days in Japan and 10 days for overseas countries.

#### (8) Follow-up Inspection

##### 1) Periodic Follow-up Inspection

After a registration, a Factory will utilize SG Marking, CPSA conduct a periodic Follow-up inspection on the registered Factory.

In a periodic Follow-up inspection, CPSA will check if the Factory has been meeting the initial requirements at the time of registration for manufacturing equipment and inspection equipment and if the method of quality management has been properly maintained. You will be permitted to continue the SG Marking if the result of the inspection is appropriate; however, if not, you will be asked to make improvements.

Note that the cost for a periodic Follow-up inspection will not be charged within Japan, but the amount, after deducting 100,000 JPY from the necessary travel expense, will be charged if it is conducted in an overseas country.

##### 2) Special Follow-up Inspection

CPSA will conduct a special Follow-up inspection when: there has been an inconformity in a product type examination; there has been found inconformity in a sampling purchase inspection; or a compensation of the SG Mark System has been taken and it is deemed to be attributable to the quality management method of a registered Factory. In addition, CPSA will conduct a special Follow-up inspection when there has been an inconformity in a periodic Follow-up inspection and CPSA needs to confirm improvements made.

You will be permitted to continue the SG Marking if the result of the inspection is appropriate; however, if not, you will be asked to make improvements.

Note that necessary travel expense will be charged for a special Follow-up inspection.

### 3) Other Follow-up Inspections

It is also possible to conduct an inspection upon a registered Factory's request to check if the Factory has been meeting the initial requirements at the time of registration for manufacturing equipment and inspection equipment and if the method of quality management has been properly maintained. Note that necessary travel expense will be charged for these inspections.

### 4) Registration Maintenance Survey

Every ten years, CPSA conducts surveys of registered Factorys about their plan for the SG Marking in the future.

You need to meet the following items if you do not plan to utilize the SG Marking for now, but wish to continue (maintain) the registration. Remember that the Factory will be subject to the aforementioned Follow-up inspection if you plan to utilize the SG Marking.

#### (a) Designation of Quality Control Manager

Please notify us of the manager for product quality, etc.

Please designate a person to be in charge of product quality control at the registered Factory (hereinafter "Quality Control Manager"), and provide CPSA the person's name, department, title, and contact information. Also, please notify CPSA promptly when the Quality Control Manager has been changed. In principle, CPSA will contact the Quality Control Manager when it is making contact with a registered Factory with respect to product quality, etc.

#### (b) Submission of product inspection regulations, etc. that are compatible with the current SG standards

Regardless of the presence of manufacturing product or the SG Marking, please notify CPSA of your product inspection method for confirming that the products are in conformity with the latest SG standards (current SG standards).

Please notify CPSA of your product inspection regulations for confirming that the products manufactured at the registered Factory are in conformity with the current SG standards (and inspection manual). Please prepare new regulations if you are not currently manufacturing the products (or you do not plan to utilize the SG Marking) or if you have not prepared product inspection regulations for confirming that the products are in conformity with the current SG standards.

#### (c) Registration maintenance fee

For the maintenance and management of the registered information, please pay

the fee <common for all products> specified in Table 2.

Table 2: Maintenance and Management Fee for Registered Information

Contact	Fee	Make payment to:
CPSA	100,000 JPY/Factory+ consumption tax ※ You don't need to pay the consumption tax for this amount if you are making payment from overseas.	Please make payment to the bank account specified in the letter with instructions.

(9) Relocation of Factory and Assignment/Acceptance of Business

1) Change of Registered Information

A registered Factory must fill out the “Notification of Change of Registered Information of Factory” and promptly notify CPSA when it is changing the following registered information. No fee will be charged for the transaction of this notification. The Factory may be subject to a removal of the registration if you intentionally do not make the notification or delay the notification. <Refer to the format of the Notification of Change of Registered Information of Factory>

- (a) Name, address, representative's title, and representative's name of the registered business
- (b) Name and address of the registered Factory

2) Inheritance and Assignment/Acceptance of Business

A registered Factory must fill out the “Notification of Inheritance of Registered Manufacturing Business of Factory” and the “Certificate of Assignment/Acceptance of Registered Manufacturing Business of Factory” and promptly notify CPSA when it inherits or assigns/accepts a manufacturing business, etc. of products. No fee will be charged for the transaction of this notification. The Factory may be subject to a removal of the registration if you intentionally do not make the notification or delay the notification. <Refer to the formats of the Notification of Inheritance of Registered Manufacturing Business of Factory. and the Certificate of Assignment/Acceptance of Registered Manufacturing Business of Factory>

3) Discontinuation of Business

A registered Factory must fill out the “Notification of Discontinuation of Registered Manufacturing Business of Factory”, attach the Registration Certificate with it and promptly notify CPSA when it is discontinuing a manufacturing business, etc. of

products subject to the SG mark certification. No fee will be charged for the transaction of this notification. <Refer to the format of the Notification of Discontinuation of Registered Manufacturing Business of Factory>

#### 4) Correction of Registration Certificate

You can request a correction of the Registration Certificate when there has been a change in the information of the Registration Certificate due to 1) or 2) above. In such case, apply by filling out the “Application for Correction of Registration Certificate of Factory” as well as the notifications of either 1) or 2) above and attaching the old Registration Certificate before such change. The fee for this process is as specified in Table 3 <common for all products>. <Refer to the format of the Application for Correction of Registration Certificate of Factory>

Table 3: Correction/Reissuance Fee for the Registration Certificate

Contact	Fee	Make payment to:
CPSA	5,000 JPY/Factory+ consumption tax ※ You don't need to pay the consumption tax for the amount if you are making payment from overseas.	Please make payment to the bank account specified in the letter with instructions.

#### 5) Reissuance of Registration Certificate

You can request a reissuance of the Registration Certificate when you have lost or broken the Registration Certificate. In such case, apply by filling out the “Application for Reissuance of Registration Certificate of Factory”. The fee for this process is as specified in Table 3 <common for all products>, too. Please attach the old Registration Certificate if possible when you apply for reissuance.<Refer to the format of the Application for Reissuance of Registration Certificate of Factory>

### 7.3 Lot Certification

#### (1) Application for Lot Certification

Anyone (for example those who manufacture, import, or sell the products) can apply for lot Certification.

Please apply for Lot Certification at the window of an Assigned Inspection Institute specified for each product by attaching the accompanying documents No.1 through No.6 on the cover sheet of the “Application for Lot Certification”. Please submit four copies. However, you may not need the accompanying documents from the next time if you are



applying for a lot with the same product type manufactured at the same Factory. <Refer to the format of the Application for Lot Certification.>

An example of the application, including the cover sheet of the “Application for Lot Certification” and the accompanying documents No.1 through No.6, are presented on CPSA’s website, so please refer to them and prepare the documents in either Japanese or English (CPSA does not accept documents, including the accompanying documents, written in languages other than Japanese or English).

Also, your agent may submit the application. If you wish to submit an application through your agent, you need an authorization letter which indicates that you authorize the agent to submit the Application for Lot Certification. Please prepare the letter and submit it with the application. <Refer to the format of an authorization letter.>

After receiving your application, the Assigned Inspection Institute will accept it upon confirming the information in your application, if there is no lack of documents, etc., and if it is appropriate.

After acceptance, the Assigned Inspection Institute will immediately send the applicant an instruction letter, regarding the payment of the application fee for Lot Certification specified for each product. Please make payment for the application fee by following the instructions. (The amount, etc. may vary by Assigned Inspection Institute).

## (2) Sampling Inspection

A Sampling Inspection is a inspection of random selected products from currently existing products (actual products).

A Sampling Inspection consists of the following two inspections conducted by an Assigned Inspection Institute. The order of these two inspections may vary, depending on each Assigned Inspection Institute, product subject to certification, and certificate acquisition history of an applicant, etc.

### 1) Special Inspection

A Special Inspection will be conducted in the examination room of an Assigned Inspection Institute and qualification will be determined in accordance with the SG standards and inspection manual specified for each product subject to certification.

Once a product passes a special inspection, there is a special treatment for the same product type manufactured at the same Factory to omit inspections for a period of six months at longest (inspections will not be omitted if an Assigned Inspection Institute

has determined that product quality is significantly different even if it is the same product type manufactured at the same Factory).

If there is any non-conformity during a special inspection, you can receive up to two reexaminations within a period of three months. Items to be examined at a reexamination shall be all items in principle; however, a reexamination may be conducted on limited items for the non-conformance items that are deemed not to affect product quality. We will ask you to submit papers, which explain the improved parts and improvement method, if the inspected items conform with a reexamination. Note that you need to directly pay the Assigned Inspection Institute the cost of a reexamination separately from the Lot Certification fee.

An Assigned Inspection Institute may separately invoice you a cost for disposal of a product type sample or cost for returning it to an applicant, depending on the size or the number of the sample. Please contact an Assigned Inspection Institute for details.

## 2) Regular Inspection

A Regular Inspection is conducted with regard to the items subject to inspection under the SG standards and inspection manual specified for each product at an applicant's requested place. This inspection includes the product qualities, such as appearance, size, presence of necessary attention, and presence of user's manual, etc. that will determine the quality of products during manufacturing process.

Specific items subject to this inspection vary by each product subject to certification.

If there is any non-conformity during a regular inspection, you can receive one reexamination within a period of three months. Items to be examined at a reexamination shall be all items in principle; however, a reexamination may be conducted on limited items for the non-conformance items that are deemed not to affect product quality. We will ask you to submit papers, which explain the improved parts and improvement method, if the inspected items conform with a reexamination. Note that you need to directly pay the Assigned Inspection Institute the cost of a reexamination separately from the Lot Certification fee.

## (3) SG Marking

SG Marking is conducted by the method specified for each product.

### 7.4 the term of validity of a display of compensation

There is the term of validity for every item in the compensatory measure of SG Mark

System. This is called “term of validity of a display”

### 7.5 Utilization of Overseas Assigned Inspection Institutes

CPSA has entered into commission contracts with the Overseas Assigned Inspection Institutes. You may utilize the Assigned Inspection Institute for the following operations conducted overseas. However, utilization of the Overseas Assigned Inspection Institutes may vary by product, country, area, and contents of the operation; therefore, please contact CPSA first when you are considering the data utilization by the Overseas Assigned Inspection Institutes.

- (a) “Factory evaluation” for registration of Factory
- (b) “Product type examination” for product type confirmation
- (c) “Sampling Inspection” for Lot Certification

The fees for these processes are as specified in Table 4 <common for all products>.

Table 4: Fees in case of Data Utilization by Overseas Assigned Inspection Institutes

Registration of Factory	<ul style="list-style-type: none"> <li>• 15,000 JPY/Factory + consumption tax</li> <li>• Amount specified by an Overseas Assigned Inspection Institute</li> <li>※You don’ t need to pay the consumption tax for this amount if you are making payment from overseas.</li> </ul>	<ul style="list-style-type: none"> <li>• Make payment to CPSA</li> <li>• Make payment to the Overseas Assigned Inspection Institute</li> </ul>
Product Type Confirmation	<ul style="list-style-type: none"> <li>• 15,000 JPY/product type + consumption tax</li> <li>• Amount specified by an Overseas Assigned Inspection Institute</li> <li>※You don’ t need to pay the consumption tax for this amount if you are making payment from overseas.</li> </ul>	<ul style="list-style-type: none"> <li>• Make payment to CPSA</li> <li>• Make payment to the Overseas Assigned Inspection Institute</li> </ul>
Lot Certification	Please contact CPSA.	

### 7.6 Follow-ups

CPSA purchases SG-marked products from the market as necessary and checks if they conform with the SG standards. This is called “sampling purchase inspection”.

If there is any inconformity found at a sampling purchase inspection, CPSA will request the company which has the SG Marking on the product to make improvements.

#### 7.7 Others

Please contact CPSA if there are any questions with regard to the matters not described in this Procedure Guide. Also, please take a look at the “Frequently Asked Questions (FAQ)” section on the CPSA’s website.

○ Consumer Product Safety Association

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