Procedure 13 of Section 11 of ICAR Guidelines – Annual Reporting of ICAR-Certified Devices and ICAR-Validated Sensor Systems in the Marketplace by Manufacturers

Annual Reporting of ICAR-Certified Devices and ICAR-Validated Sensor Systems in the Marketplace by Manufacturers
Version February 2023
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Change Summary

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<td>November 2019</td>
<td>Creation of separate Procedure.</td>
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<td>July 2023</td>
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1 Introduction

On an annual basis, the ICAR Measuring, Recording, and Sampling Devices Sub-Committee (MRSD-SC) contacts the manufacturers of ICAR-certified measuring, recording, and sampling devices and/or ICAR-validated sensor systems with a request to confirm which of the device models and/or systems listed on the ICAR website are still in production and sold in various countries, and to report any possible hardware or software modifications made on the devices and/or systems since the previous year’s report.

2 Report details

The manufacturer will be responsible to provide the following information:

   a. Names and models of ICAR-certified devices and/or ICAR-validated sensor systems manufactured that year.

   b. Modifications, if any, made on any and all devices and/or systems in own production.

   c. Other companies with right to use/manufacture their device and/or system, and under which name(s) they are represented in the marketplace.

   d. If (c.) applies, report any modifications made by the other company(ies) as reported in (c.).

   e. List of countries where the devices/systems are marketed.

   f. A template for the report by manufacturers of ICAR-certified devices and ICAR-validated sensor systems may be found in Appendix 1 of Section 11.

The manufacturer must sign the document and submit it to the ICAR Secretariat within the deadline communicated by ICAR.

3 Analysis by MRSD Sub-Committee

The MRSD–SC will review the annual reports submitted by the manufacturers. In case of previously unreported modifications or sufficient evidence of problems with a device or system, the MRSD-SC will communicate with the manufacturer of the device or system for response and action.

Procedure 2.4 outlines actions that may be taken by the MRSD-SC in the case a manufacturer fails to address the concerns noted in the annual reports.