

Document #:	MC_EU_Checklist R4.0
Revision:	4.3
Date:	9 th November 2016

ADMINISTRATIVE / REVIEWER CHECKLIST

Use this checklist to evaluate the acceptance of applications for EU Type Examination Certificate of products in accordance with the requirements of RED Directive 2014/53/EU and EMCD Directive 2014/30/EU.

Admin Review; Please verify availability and acceptance of each of the items listed. In case of missing information, return completed checklist with comments to client. If all documents are accurate per checklist, complete checklist and hand over to technical reviewer.

Technical Review; Verify the acceptance or note issues for each of the items listed.

Admin Review	Gordon Hurst	Date of review	25 November 2017
Technical Review	Greg Katterhagen	Date of review	30 November – 1 December 2017
Certifier	Gordon Hurst	Date of review	30 December 2017

General Requirement			REVIEW: Please add comments and check the appropriate boxes (Yes, No, N/A) to indicate if the requirements are met.			
No.	ITEM	Description	Comments	Yes	No	N/A
1	Notified Body Application form	the name and address of the manufacturer and, if the application is lodged by the authorized representative, his name and address as well.	Provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Applicants Declaration	a written declaration that the same application has not been lodged with any other notified body.	Declaration made in the application form provided by the applicant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Applicants Technical documentation.	The technical documentation shall make it possible to assess the radio equipment's conformity with the applicable requirements of this Directive and shall include an adequate analysis and assessment of the risk(s). Refer to the list(s) of requirements as outlined in ANNEX 1 RED Directive; ANNEX 2 EMCD Directive of this checklist.	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Applicants Supporting Evidence.	The supporting evidence for the adequacy of the technical design solution. That supporting evidence shall mention any documents that have been used, in particular where the relevant harmonized standards have not been applied or have not been fully applied.	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Items Number 1 to 4 above are requirements for Module B: EU-type examination under Radio Equipment Directive (RED) 2014/53/EU.

Items Number 1 to 3 above are requirements for Module B: EU-type examination under EMC Directive (EMCD) 2014/30/EU.

ANNEX 1 RED Directive 2014/53/EU Essential Requirements

Requirement			REVIEW: Check the appropriate boxes (Yes, No, N/A) to indicate if the requirements are met.			
No.	ITEM	Description	Comments	Yes	No	N/A
1(a)	Radio equipment shall be constructed so as to ensure	(a) the protection of health and safety of persons and of domestic animals and the protection of property, including the objectives with respect to safety requirements set out in Directive 2014/35/EU, but with no voltage limit applying;	This device has been evaluated to EN 60950-1: 2006+A11: 2009+A1: 2010+A12: 2011+A2: 2013; EN 62479:2010. Some Harmonized Standards have not been published and are based on the Non-Harmonized Standard and evaluated by NB. The compliance assessment uses harmonized standards where possible and uses Application of harmonised and “target to be harmonised” standards. The test suite for each product ensures compliance with the normative requirements of harmonized standards, and Notified body review of Art 3.1a, 3.1b and 3.2. Safety Report: SES171019767001E RF Exposure requirements: SER171019767003E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1(b)		(b) an adequate level of electromagnetic compatibility as set out in Directive 2014/30/EU.	This device has been evaluated to (Draft) ETSI EN 301 489-1 V2.2.0 (2017-03); (Final Draft) ETSI EN 301 489-3 V2.1.1 (2017-03). Some Harmonized Standards have not been published and are based on the Non-Harmonized Standard and evaluated by NB. The compliance assessment uses harmonized standards where possible and uses Application of harmonised and “target to be harmonised” standards. The test suite for each product ensures compliance with the normative requirements of harmonized standards, and Notified body review of Art 3.1a, 3.1b and 3.2. EMC Report(s): SER171019767002E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2	Radio equipment shall be so constructed that it both effectively uses and supports	the efficient use of radio spectrum in order to avoid harmful interference.	This device has been evaluated to ETSI EN 300 220-1 V3.1.1 (2017-02); ETSI EN 300 220-2 V3.1.1 (2017-02) and has been applied in full, since it is harmonized to 2014/53/EU and fulfills the requirement of Article 3, 2. RF Report: SER171019767001E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(a)	Radio equipment within certain categories or classes shall be so constructed that it complies with the following essential requirements:	(a) radio equipment interworks with accessories, in particular with common chargers;	No, Equipment through the 3.3V power supply, with different specifications of the ordinary adapter.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(b)		(b) radio equipment interworks via networks with other radio equipment;	No, The device is a module that does not support mutual exchange of network data.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(c)		(c) radio equipment can be connected to interfaces of the appropriate type throughout the Union;	No, The device does not have an appropriate port to connect to the entire federation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(d)		(d) radio equipment does not harm the network or its functioning nor misuse network resources, thereby causing an unacceptable degradation of service;	Yes, The device can not connect to the network.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(e)		(e) radio equipment incorporates safeguards to ensure that the personal data and privacy of the user and of the subscriber are protected;	Yes,radio equipment can follow the safe RF parameters in SW	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(f)		(f) radio equipment supports certain features ensuring protection from fraud;	No, The device is a module and does not support this feature.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(g)		(g) radio equipment supports certain features ensuring access to emergency services;	No, The device is a module and does not support this feature.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(h)		(h) radio equipment supports certain features in order to facilitate its use by users with a disability;	No, The device is a module and does not support this feature.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3(i)		(i) radio equipment supports certain features in order to ensure that software can only be loaded into the radio equipment where the compliance of the combination of the radio equipment and software has been demonstrated.	Yes,radio equipment do not support FOTA function	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Requirements per Annex V of the RED Directive - CONTENTS OF TECHNICAL DOCUMENTATION; The technical documentation shall, wherever applicable, contain at least the following elements:						
(a)	a general description of the radio equipment including:					

	(i) photographs or illustrations showing external features, marking and internal layout; (If applying for multiple models – each model must have its own set of photos. Internal photos must be without any cover or shielding)	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	(ii) versions of software or firmware affecting compliance with essential requirements;	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	(iii) user information and installation instructions;	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b)	conceptual design and manufacturing drawings and schemes of components, sub-assemblies, circuits and other relevant similar elements;				
	Schematics	Component values must be indicated in schematics or BOM. Schematics should match BOM.	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	PCB Layout	Should include component placement diagram.	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Bill of Materials (BOM)	BOM should match schematics	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Block Diagram	Provides details of device (power circuitry, digital device, wireless device)	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(c)	descriptions and explanations necessary for the understanding of those drawings and schemes and the operation of the radio equipment;	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Product Description / Operational Description	Provide technical description of device operation.	Provided in the form of a Technical Construction File and Product Specification	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	User's Manual / Installation Guide	Languages requirements should be checked against countries of application	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Marketing Literature	Languages requirements should be checked against countries of application	Same as above (c), English Provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(d)	a list of the harmonised standards applied in full or in part the references of which have been published in the Official Journal of the European Union, and, where those harmonised standards have not been applied, descriptions of the solutions adopted to meet the essential requirements set out in Article 3, including a list of other relevant technical specifications applied. In the event of partly applied harmonised standards, the technical documentation shall specify the parts which have been applied;	The list of harmonized standards is provided within the DoC. The Risk Assessment provides a description of how the requirements of Article 3 are met.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e)	copy of the EU declaration of conformity;	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f)	where the conformity assessment module in Annex III has been applied, copy of the EU-type examination certificate and its annexes as delivered by the notified body involved;	No EU-Type Examination certificate provided since the product has never been evaluated.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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(g)	results of design calculations made, examinations carried out, and other relevant similar elements;	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(h)	Test Reports	test reports; Check date of issue of test reports. Check test standard issue date	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	SAR/ RF exposure report	Review RF exposure standard for equipment type	Provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i)	an explanation of the compliance with the requirement of Article 10(2) and of the inclusion or not of information on the packaging in accordance with Article 10(10). Refer to Article 10 of RED “Obligations of the Manufacturer.”		Provided (Declaration Letter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(j)	Label Artwork	Label shows applicant company name Regulatory markings (The appropriate CE marking depends on the category of equipment and on the applicable conformity assessment procedure. (Refer to Article 20 of the RED Directive)	Label provided contains company name, CE and postal address. Label is placed on the top of the device.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other	Description:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other	Description:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>