

केन्द्रीय मुहर विभाग – III

हमारा संदर्भ: सीएमडी III/ प्रेस टूल-पंजिज़

23 मार्च 2021

विषय: प्रेस टूल-पंजिज़ के प्रमाणन के लिए बीआईएस के दिशानिर्देश

सभी शाखा कार्यालय से आग्रह है कि उपरोक्त विषय से संबंधित संलग्न परिपत्र का अवलोकन करें।

(जे एस कविन कीर्थी विनायगम)
वैज्ञानिक 'सी' (सी एम डी-III)

प्रमुख (सी एम डी-III)

सभी क्षेत्रीय/शाखा कार्यालय

CENTRAL MARKS DEPARTMENT-III

Our Ref: CMD III/ Press Tools - Punches

23 March 2021

Subject: BIS Guidelines for Certification of Press Tools – Punches.

BOs may kindly see the attached circular on the subject mentioned above.

(JS Kavin Keerthy Vinayagam)
Sc-C (CMD III)

Head (CMD - III)

Circulated to: All ROs/BOs

CENTRAL MARKS DEPARTMENT-III

Our Ref: CMD III/ Press Tools - Punches

23 March 2021

Subject: BIS Guidelines for Certification of Press Tools – Punches

This has reference to the Press Tool- Punches (Quality Control) Order, 2020 through which various products have been brought under compulsory BIS certification with effect from 10 May 2021.

In order to facilitate the Industry in obtaining BIS certification, guidelines have been developed which would serve as a step-by-step guide for all prospective applicants. These guidelines are also hosted in BIS website under Whats New and Product Specific Guidelines.

BOs are advised to share this guideline with prospective applicants under their jurisdiction immediately.

(JS Kavin Keerthy Vinayagam)
Sc-C (CMD III)

Head (CMD III)

DDG (Certification)

Circulated to: All ROs/BOs

BIS Guidelines for Certification of Press Tools - Punches

Our Ref: CMD III/ Press Tools - Punches

23 March 2021

1. This has reference to the Press Tool-Punches (Quality Control) Order, 2020 through which the following products have been brought under compulsory BIS certification with effect from 10 May 2021. The QCO can be viewed from BIS website www.bis.gov.in through the link <https://bis.gov.in/index.php/product-certification/products-under-compulsory-certification>.

Goods or Articles	Indian Standard
Tools for pressing: Part 1 Round punches with 60 degrees conical head and straight shank	IS 4296 (Part 1): 2016
Tools for pressing: Part 2 Punches with cylindrical head and straight or reduced shank	IS 4296 (Part 2): 2015
Tools for pressing: Part 3 Round punches with 60-degree conical head and reduced shank	IS 4296 (Part 3): 2015

2. The latest version of Indian Standards including notified amendments shall apply from the date as decided by BIS.
3. The Product Manual, if already available, may be downloaded from BIS website using the link <https://bis.gov.in/index.php/product-certification/product-specific-guideline/product-manualsmk>. Even if Product Manual is not available for the product, this should not prevent a manufacturer in applying for BIS Licence. Once the application is submitted for Grant of Licence, BIS would prepare, in consultation with the manufacturer, a Scheme of Inspection and Testing (SIT) that the manufacturer would be required to follow to ensure regular quality control of the ISI marked products once a Licence is granted. Alternatively, the manufacturer may submit his own levels of control which he proposes to implement in day to day production so as to ensure that the final product conforms to the relevant Indian Standard.
4. For any assistance and guidance in obtaining BIS certification, the manufacturer may approach the concerned Branch Office of BIS, where the Bureau shall be able to guide the applicants for better understanding of the requirements of the Standard(s) and documentation involved in the certification process. The contact details of Branch Offices can be viewed from BIS website through the link <https://bis.gov.in/index.php/directory/branch-office>.
5. In order to facilitate the Industry in obtaining BIS certification, this document has been developed which would serve as a step-by-step guide for all prospective applicants.

Step 1: Create Account in Manakonline (e-BIS portal)

- Create an account in the e-BIS Portal 'Manakonline' through www.manakonline.in or using the link <https://www.manakonline.in/MANAK/eBISLogin>.
- Apply for BIS licence through this account.

Step 2: Choose the applicable Indian Standard

- While submitting the application, select the applicable Indian Standard for the product for which it is intended to obtain a BIS Licence.
- The indigenous Indian Standards can be downloaded free of cost from BIS website www.bis.gov.in or using the link <https://standardsbis.bsbedge.com/>.
- Choose '*Option 1 (Normal Procedure)*' or '*Option 2 (Simplified Procedure)*' as the type of application.
- The details for Grant of BIS Licence are available in BIS website under the link https://bis.gov.in/wp-content/uploads/2019/05/GoLGuidelines_01052019.pdf.

Step 3: Provide Information

- Provide details of Raw Materials, Manufacturing Process, Manufacturing Machinery, Plant Layout etc.
- For '**Option 2**', upload conforming Test Report(s) issued by BIS Recognized Laboratory.
- The Indian Standard wise list of BIS recognized third party testing labs are available at: http://164.100.105.198:8096/bis_access/iswise_v2.html.
- If there are no such labs, application will be processed based on factory testing basis for which the applicant shall have complete in-house testing facility for the product and the required Quality Control Personnel.

Step 4: Provide details of in-house test facilities available

- Provide the list of Test Equipment for the testing facilities available in the factory as per the relevant Indian Standards and the details of Testing Personnel.
- BIS may permit sharing or sub-contracting of test facilities. The guidelines for relaxation in test facilities are available at: https://bis.gov.in/wp-content/uploads/2019/05/GoLGuidelines_01052019.pdf.)

Step 5: Reply to queries raised by BIS

- Once the application is registered, an application number will be allotted.
- Please check the communication window in the Manakonline Portal regularly for any communications from BIS.
- If BIS has raised any queries, respond to the same immediately.

Step 6: Confirm the date for factory inspection

- Once BIS proposes the date for factory inspection, confirm the date of inspection failing which the application may be processed for rejection/closure.
- However, in such case, the applicant may apply afresh when it is ready for inspection.

Step 7: Ensure the following during Factory Inspection***On the day of factory inspection by BIS, ensure that:***

- All the varieties of the product which are required for inspection and sampling by BIS are available.
- The production process is demonstrated and production/quality control personnel are available.
- Ensure Factory Testing of samples by Quality Control Personnel in the presence of the BIS Officer.

Step 8: Complete the follow up actions, if any, arising out of Factory Inspection

- During the inspection if BIS Officer observes any discrepancy it will be communicated to the applicant through a Discrepancy cum Advisory Report.
- Reply to all queries within the deadline given by BIS.

Step 9: Make Payment and Obtain BIS Licence

- When all actions for Grant of Licence are completed, BIS will process the application for Grant of Licence.
- Once it is decided to grant the licence, and the requisite fees is paid by the applicant, BIS Licence Number will be generated and communicated to the applicant.