

## केन्द्रीय मुहर विभाग - III

हमारा संदर्भ- केन्द्रीय मुहर विभाग-3/16: भा. मा. 14203

23 फरवरी 2021

**विषय:** अनुपालन हेतु गाइडलाइन

सभी शाखा कार्यालयों से आग्रह है कि संलग्न गाइडलाइन का अनुपालन तत्काल प्रभाव से सुनिश्चित करें।

(राकेश कुमार)  
वैज्ञानिक 'डी' (के मु वि III)

**प्रमुख (के मु वि III)**

सभी क्षेत्रीय/शाखा कार्यालय

### CENTRAL MARKS DEPARTMENT-III

Our Ref: CMD-III/16: IS 14203

23 Feb 2021

**Subject: Guidelines for implementation of Amendment No 1 to IS 14203: 2017**

This has reference to the subject mentioned above.

BOs may kindly ensure implementation of the attached guidelines with immediate effect.

(Rakesh Kumar)  
Scientist 'D' (CMD III)

**Head (CMD - III)**

Circulated to: All ROs/BOs

## CENTRAL MARKS DEPARTMENT III

Our Ref: CMD III/16: IS 14203

23 Feb 2021

### **Subject: Guidelines for implementation of Amendment No. 1 to IS 14203: 2017 - Fire Resisting Record Protection Cabinets**

1. Amendment No. 1 to IS 14203: 2017 has been published. The last date for implementation of the amendment is 07 May 2021.
2. All BOs shall inform the Applicants and Licensees under their jurisdiction about implementation of the above amendment **within a week of issuance of these guidelines**.
3. The significant changes in the amendment as listed in the Table is given for the purpose of general guidance. BOs shall ensure that the product conforms to all the requirements, as applicable, as per the amendment.

Clause	Requirement
Cl. 11.3	Tests as per Cl. 11 have been classified as type tests

4. Consequent upon issuance of the amendment, existing Product manual has been revised as Doc: PM/ IS 14203/2/ February 2021.
5. The guidelines for implementation of the amendment is given below:

#### **A. LICENSEES:**

- (i) All Licensees shall implement the amendment by 07 May 2021. BOs shall ensure that no Licences are under operation as per IS 14203: 2017 without the amendment after 07 May 2021. **The status of implementation of the amendment shall be confirmed by Head (BO) to CMD-III within two weeks of the last date of concurrent running.**
- (ii) Licensees shall submit evidence of conformity to the additional/modified requirements through In-house/Independent Test Reports or Test Certificates, as applicable. Verification of implementation of the amendment, wherever required, may be done during the next visit **which may normally be completed within six months of the last date of concurrent running**.
- (iii) If the Licensee fails to complete all actions by 07 May 2021 it shall be dealt with as per the prevailing guidelines.

#### **B. APPLICATIONS FOR GRANT OF LICENCE:**

- (i) Existing Applications where Sample has been submitted in the Laboratory/Test Report has been issued by the Laboratory may be processed without consideration of the amendment. However, if the Applicant is desirous of considering the amendment, a declaration may be obtained from the Applicant to that effect and the Application may be processed accordingly. An undertaking shall also be obtained from such Applicants that if the sample

fails while considering the provisions of the amendment, Licence will not be granted as per the old version.

- (ii) Applications which are recorded henceforth may be processed with or without consideration of the amendment. Processing of Applications without consideration of the amendment shall be permitted only upto 07 May 2021 and for such cases Applicant shall give a declaration that they will implement the amendment by 07 May 2021.
- (iii) Beyond 07 May 2021 no Licence shall be granted without consideration of the amendment.

**C. CHANGE IN SCOPE OF LICENCE:**

- (i) For change in scope of licence, the relevant provisions as given above for Applicants shall apply.
- (ii) However, processing of such applications for change in scope of licence without consideration of the amendment shall be permitted only upto the date of implementation of the amendment by the licensee or upto 07 May 2021 whichever is earlier.

6. The above guidelines come into force with immediate effect.

**(Rakesh Kumar)**  
**Sc D**

Head (CMD III)  
**DDG (Certification)**