BUREAU OF INDIAN STANDARDS

Standards Coordination & Monitoring Department

Our Ref: SCMD/G-23 **25 March 2021**

Subject: Market Survey

This has reference to the instructions regarding Market Surveillance & Market Survey issued vide DG Order Ref: DG/G:1 dated 2nd February 2021 circulated to all Branch Heads vide email dated 2nd February 2021, copy of which is enclosed as **Annex 1.**

2. The instructions regarding 'Market Survey' contained in abovementioned DG Order are summarized below:

a) All Heads of BOs to prepare a plan of action for Market Survey i.e. collection of market samples of the products which are not covered under the certification scheme of BIS.

b) BOs with less than 700 licenses to collect 10 samples, BOs up to 1500 licenses – 20 samples, and the BOs which have more than 1500 licenses to collect 30 samples for Market Survey.

c) Heads of the BOs to ensure that the samples are collected from each of the three categories (FCT, MCM, EEE).

d) A detailed report on the findings of the Market Survey based on test reports should be compiled, indicating the deviations from the requirements of the relevant Indian Standards and implications of such deviations for the health, safety and well-being of the consumers or the users of the products.

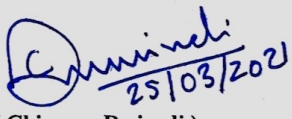
e) The report of the Market Survey to be sent to Head (SCMD)

3. In view of the above, SCMD has prepared a format for compilation of findings of market survey based on the test reports of the samples drawn. The format is enclosed as **Annex 2.**

4. The BOs are requested to provide the present status/information regarding the samples drawn for Market Survey in the prescribed format by 31st March 2021 and thereafter update the information by 25th day of each month.

5. The requisite information in the prescribed format may be sent to SCMD on the email: **sppd@bis.gov.in** .

6. This issues with the approval of the Competent Authority.



(Chinmay Dwivedi)

Scientist-E & Head(SCMD)

To all Branch Heads

Copy to: DDG (Certification)
DDG (Standardization P&M) } **for kind information please**
All DDGRs

ITSD (for uploading on BIS Intranet)

Annex 1

DG SECRETERIAT

Our Ref: DG/G:1

2nd February 2021

Subject: Market Surveillance & Market Survey

The following instructions are issued for the conduct of Market Surveillance in the month of February 2021:

1. Each of the Branch Offices should undertake Market Surveillance in respect of 10% of the product licences which are operative in the Branch Office.

2. While selecting the product licences for Market Surveillance, it should be ensured that licenses under each of the three categories (FCT, MCM & EEE) are covered.

3. Market Surveillance should be done by the non-Scientific personnel (ASO, UDC & LDC).

4. A day-wise plan of action should be prepared by the Head of Branch Offices. It should contain the market places from where the samples are to be collected, mode of transport required and men-power required to assist the surveillance staff and transporting the samples.

5. Each BO should have one Scientific Officer from each of the three categories, wherever possible, designated as Nodal Officer for Market Surveillance with the responsibility to oversee that right kind of samples have been collected, samples are in proper shape for testing, samples have been sealed properly, they have been dispatched to the assigned lab and test reports been received in time.

6. If required, Heads Branch Offices, can engage one or two persons through the HR agencies engaged by them for the packaging and sealing of the samples.

7. Along with the Market Surveillance Plan, Heads BOs should also prepare a plan of action for Market Survey i.e. collection of market samples of the products which are not covered under the Certification Scheme of BIS.

8. BOs with less than 700 licences should collect 10 samples, BOs up to 1500 licences- 20 samples, and the BOs who have more than 1500 licences, 30 samples for Market Survey.

9. As in case of Market Surveillance, it should be ensured that samples are collected from each of the three categories (FCT, MCM, EEE).

10. A detailed report on the findings of the Market Surveillance based on the test reports should be compiled, indicating the deviations from the requirements of the relevant standards and the implications of such deviations for the health, safety and wellbeing of the consumers or the users of those products.

11. The Report of Market Surveillance should be sent to Head (CSMD) and Market Survey to Head (SCMD).

12. Each of the BOs should analyze the products, which are amenable to collection of samples from the market, testing of the samples at factory level itself and collection of a feed-back from the organized buyers. The analytical report should be readily available in the BOs, as it will form the basis of Mobile App based Market Surveillance Plan that will start from 1st March 2021.

13. DDGRs should monitor the implementation of these guidelines closely and contact the undersigned immediately if any clarification or further assistance is required.

14. The progress of market surveillance and market survey exercises will be reviewed on 16th Feb and 26th February 2021.

(Pramod Kumar Tiwari)
Director General

To all Branch Heads

Cc: **DDG (Certification)**

DDG (Standardization)

Head (CSMD)

Head (SCMD)

ANNEX 2

FORMAT FOR COMPILATION OF FINDINGS OF MARKET SURVEY

(separate sheet to be filled for each different product/IS Number)

Branch Office Name	
Product Name	
IS Number to which product is tested	
Number of samples drawn*	
Number of samples failed/non-conforming	
Number of samples pass/conforming	

*** Please provide below the following information for each of the sample drawn:**

S. No (1)	Sample Code and Quantity of Sample drawn (2)	Brand Name and type/ and/or size (3)	Batch Number and Manufacturing Date (4)	Manufacturer's Name** (5)	Manufacturer's Address** (6)	Name of the Lab where sample tested (7)	Status of test report (TR received/Partial TR received/TR awaited) (In case of TR Received, TR No & TR date to be mentioned) (In case of Partial Test Report please indicate the same with reasons thereof) (8)	Result of scrutiny of test report (Conforming/Non-Conforming) (9)	In case of non-conformity of the test report, requirement to be mentioned in which the samples are non-conforming w.r.t. the Indian Standard *** (10)	In case of non-conformity of the sample, mention the Implications of the Non conformity**** (11)	Remarks (if any) # (12)

1.											
2.											
3.											

**If manufacturer's name and address is not available, Name and address of the dealer from whom the sample was purchased is to be provided.

***In case of Non-conformity of the Test report, requirements to be mentioned, referring the exact clause of the standard in which the samples are non-conforming to the Indian Standard.

**** Particularly indicating the implication on Health, Safety and Wellbeing of the Consumers or the user of those products and whether the implication is a performance related parameter or safety/health/wellbeing of consumer based parameter

#Please give any other related and relevant information in the Remarks column.