

Guidance on the Minimum Content of a Notified Body Opinion Document

Introduction

Annex IV of Directive 1999/5/EC provides for a notified body to give an opinion on a technical construction file but without guidance on the format and content of such an opinion. In practice, some opinions have been found to be misleading.

Guidance

The table below sets out minimum criteria for a notified body opinion. In all other respects, a notified body is free to choose its own format and may include additional information such as the manufacturer's details, conformity assessment procedure, reference standards, intended purpose & other remarks/observations.

Title	"Directive 1999/5/EC – Notified Body Statement of Opinion" or similar text using the word "opinion" and avoiding use of words such as "certificate" and "declaration".
Notified body details	Name, address etc, logo. NB number
Opinion number	Unique number of opinion. Revision number and / or copy number if applicable.
Date	Date of issue.
Applicant details	Name, address etc of the party seeking the opinion.
Scope of opinion	Whether the opinion is in respect of health & safety ¹ (Article 3.1a), EMC (Article 3.1b), radio spectrum use (Article 3.2) and/or special features (Article 3.3a-f).
Identification of apparatus	The goal is to give the minimum information from the following list such that a third party would be able to uniquely identify the item in question. Description of apparatus including brand/trade name, model/type designation, software revision. Serial number if opinion was based on test/examination of a specific physical sample. Reference of any build status / design documentation taken into account. For TTE, network interface compatibility. For radio equipment (as appropriate): <ul style="list-style-type: none"> ○ Frequency band(s)/range ○ Transmit power / power range ○ Modulation type ...etc.
TCF Identification	Unique identification of the documentation etc. taken into consideration irrespective of the actual physical format of the TCF.
Opinion text	The text stating whether the apparatus complies or not. (See example.)
Authorised signatory	Signature block including printed name of the signatory.

Example of opinion text:

Our opinion in accordance with Annex IV of Council Directive 1999/5/EC on radio equipment and telecommunications equipment and the mutual recognition of their conformity is that the apparatus identified above complies / does not comply with the requirements of that directive stated in the above scope.

Disclaimer

This guidance document does not replace the text of the R&TTE Directive and is for guidance only. In legal disputes the text of the Directive, or its implementation in National legislation, takes precedence.

¹ Note that "health & safety" includes EMF as well as electric shock and other hazards. The opinion should be clear about which hazards are included if Article 3.1a is referenced in its scope.