

<p><b>GNB-CPD</b> <b>AG</b></p>	<p><b>Guidance from the Group of Notified Bodies for the Construction Products Directive 89/106/EEC</b></p>	<p><b>NB-CPD/AG/03/001</b> Issued: 26 February 1999 <b>APPROVED - GUIDANCE</b></p>
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## Numbering of certificates of conformity

Guidance Paper D on CE Marking states that: "Number of the EC certificate of conformity: ..... The number will be a unique reference number allocated by the certification body consistent with the procedures to be agreed in discussions between the notified bodies."

This paper proposes a numbering system for certificates of conformity to be issued under the CPD. It will be discussed at the meeting of the Group of Notified Bodies for the CPD at its meeting to be held on 28 April 1998.

The principle is that information relating to a product which has been certificated must be traceable. A certificate which includes the identification number of the Notified Body, the Directive under which the certificate has been issued and a number chosen by the certification body will enable the certificate to be uniquely traced.

There is no standard system for numbering certificates of conformity which spans all New Approach Directives. The Notified Bodies for the CPD are therefore free to choose a system which is convenient for them. The following proposed system, we believe is simple and will enable a product to be traced from the certificate.

### Proposed numbering system

xxxx-CPD-yyyy

Where:

xxxx = the identification number of the notified body

yyyy = the individual number given by the certification body

For example, the first certificate issued by Notified Body number 0987 under the CPD would be certificate no 0987-CPD-0001.

Technical Secretariat  
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