



OSM/EE DECISION SHEET

Category	Standard:	Clause	Document no.
Off, TRON	EN 60065:2014 EN 60950-1:2006+A1+A2 EN 62368-1:2014	5.5 1.7.2 0.5.5.2, F.4	OSM-EE 19/2
Subject	Key words	Meeting	Status
Safety relevant information	Softcopy (electronic form), Hardcopy	Ljubljana 2019	Provisional
Question			
<p>Is it allowable for such information be provided only in electronic form?</p> <p>More and more manufacturers are nowadays providing the safety, user, operating, and installation instructions on company web site, and the use of the internet is now more integrated in the everyday life.</p> <ol style="list-style-type: none"> 1. Is it acceptable to refer to the company web page for the safety and installation instructions and user manual? 2. If the above is not acceptable, what kind of safety relevant information should be made available in hardcopy? 			
Decision			
<p>Safety relevant documentation to install and operate the equipment has to be provided as a hardcopy.</p> <p>However, the guidelines in LVD ADCO (LVD ADCO 10-11 doc 06 rev2) are also considered acceptable approaches by OSM. Attached to this decision document.</p>			
Explanatory notes			
<p>This decision replaces OSM-EE decisions 13/8 and 99/11</p> <p>Official Journal of the European Union C272 (Blue Guide) states in §3.1</p> <p>Unless otherwise specified in specific legislation, instructions and safety information need to be provided (note 100).</p> <p>(note 100) Unless otherwise specified in specific legislation, whilst the safety information needs to be provided on paper, it is not required that all the set of instructions is also provided on paper but they can also be on electronic or other data storage format. However, a paper version should always be available free of charge for the consumers who request it.</p>			

RECOMMENDATIONS
of the **Administrative Co-operation Working Group (LVD ADCO)**

in the framework of Council Directive 2006/95/EEC
on the harmonisation of the laws of Member States relating to
electrical equipment designed for use within certain voltage limits – LVD¹.

- I. If harmonised standards are used and referred to in the EC declaration of conformity, the presumption is that the product complies with essential requirements of the Low Voltage Directive (LVD). If other standards and methods are used, the technical documentation should show evidence that the product fulfils the essential requirements of LVD. It is for the authority to prove non-conformity of the product with the provisions of the LVD before undertaking restrictions. (Helsinki 1997-11-27)
- II. It is recommended that Member states require that a new type number be attached to a modified, earlier banned product, which has been brought into conformity. (Brussels 2000-04-26)
- III. Cord extension sets fall within the scope of the LVD. The CE-marking is best placed somewhere along the cord, e.g. directly on the cord in the form of a tag or suchlike. In the case of a multiple socket-outlet cord extension set the CE-marking may be affixed on the cord or on the multiple socket-outlet enclosure. (Brussels 2001-06-19)
- IV. When a sales ban or recall is decided the issuing Member State should ensure, if possible, that the manufacturer, his authorised representative or the EEA-importer, is informed at the earliest possible stage. (Brussels 2001-06-11)
Note: Now covered by Regulation on Accreditation & Market Surveillance², Regulation 765/2008.
- V. The safety warnings and safety instructions needed to ensure that electrical equipment will be used safely and for intended applications shall be marked on the equipment. If this is not possible the warnings and instructions shall be made available on an accompanying paper. Providing the safety warnings and safety instructions on an accompanying CD-ROM, DVD, or on other media requiring additional equipment to read them, does not fulfil the requirement in paragraph 1a of Annex I of the Low Voltage Directive.

This has been confirmed and approved during the LVD-ADCO meeting on:
16/17-11-2010.²

1. OJ L 374/10, 27.12.2006 2. OJ L 218/30, 13.8.2008
2. It will replace Recommendations of the Administrative Co-operation Working Group (LVD ADCO) - 1997-2006 [103 KB]