

	Testing Services Department	
	GUIDELINE FOR REWORK PROCESS	Form No: TCQS/DOC/04-2/CE
		Issue No. : 1 Rev : 0
		Page : 1 of 1
Effective Date : 25/08/2017		

Purpose

This guideline is provided to ensure the safety of the product is not impaired by the rework process. This guideline is applicable when rework requires the enclosure to be opened. (Example of rework to change component such as motor, transformer, etc.)

Procedure

1. Set appointment with SIRIM for rework witness and re-inspection process. SIRIM will provide quotation for the witness and re-inspection process fee. Fee must be paid in advance before rework witness and re-inspection process.

2. Importer need to submit the following document;
 - I. Rework procedure (Refer to the relevant standard for test requirement)
 - II. Test Equipment list
 - III. Equipment calibration report
 - IV. Form No: TCQS/FOR/02-3/CE (TEST AT APPLICANT'S PREMISE)

3. During rework process;
 - I. Witness by SIRIM minimum one hour to ensure rework is correctly done according to the submitted procedure. Ensure equipment use during rework are according to the submitted list of test equipment.
 - II. Reworked product must 100% test for ;
 - i. Function test
 - ii. Dielectric strength test **
 - iii. Earth Continuity test (For CLASS I product only. The purpose is to ensure good connection between the earthing point on the product and the earthing pin on the plug is maintain after reworked process)

*Note**:* Refer to Routine Test requirement for relevant standard (ex. IEC 60335 Annex A)
 - III. Record the test result
 - IV. Segregate and identified FAIL product from PASS product
 - V. Keep replaced component as evident for 100% rework

4. After rework process completed; SIRIM conduct re-inspection
 - I. Check to ensure stock are 100% reworked (check number of replaced component)
 - II. Review rework report (check quantity PASS and FAIL ; label is issued to PASS product only)