*This document shall be forwarded to the “Cements” Technical Secretariat* ***on the Applicant’s letterhead*(A)*.***

To

ITC-CNR

via Lombardia, 49

Fraz. Sesto Ulteriano

20098 San Giuliano Milanese (MI)

Italy

(NB: delete the explanatory writings highlighted in yellow)

I, the undersigned**(B)**……………………………………….……, in my capacity as**(C)**…………..…………..…………………… at**(D)** …………………………………….…………; with registered office in **(E)**(or, alternatively, residence of natural persons) …………………………………………, as the Manufacturer or, alternatively, as the Agent of the Manufacturer resident in one of the EEA countries **(F)**……………………….. in accordance with Annex ZA of Standard……………… or based on EAD…………….(specify the number of the EAD) apply only to this Notified Body No. 0970 for the issuing of (tick relevant box):

□ Certificate of Constancy of Performance of hydraulic binder………… (e.g. common cement, cement for use in masonry, etc.);

□ Certificate of Conformity of Factory Production Control (AVCP 2+) for CE marking;

specified below, manufactured in the Factory:**(G)**…………………………………………………………. (specify in case of Rebranding and indicate the place of establishment of the “Physical Producer”),

located in: (H)……………………………………………………………….………..……;

characterized as: (I) ……………………………………………………….;

Standard Name of the hydraulic binder: (L) …………………………………….,

Trade Name: (M) …………………………………..……….,

Additional information: (N) ……………………….……….,

Such hydraulic binder is marketed:

* at the aforementioned Factory, as product ………….. (in bulk, in bags or in bulk and in bags)
* and at the external Warehouse/s referred to in the attached list, as product……….. (O)

under their own responsibility.

In particular, I declare that:

* the aforementioned Factory and its Factory Production Quality Control System comply with the specifications contained in standard EN 197-2 (specify any other normative reference);
* as far as the hydraulic binder is concerned, the characteristics to be certified are those defined in Annex ZA of Standard …………… (specify any other normative reference, e.g. paragraph 2.1. of EAD No.”ECNNNN-ED-PGSG”);
* the hydraulic binder at issue does not already have other Certificates of Constancy of Performance of the Product with reference to the same Technical Specification.

The account of the previous certifications of the hydraulic binder at issue is attached(P).

I also declare to have read the "Regulation on the application for the execution of the activities related to the assessment and verification of constancy of performance" available on the ITC-CNR website (<http://www.itc.cnr.it/home/innovazione/marcatura-ce/>) and to unconditionally accept all the prescriptions therein contained.

I declare that I have not undertaken a certification process for the product with the aforementioned trade name with another Notified Body and that no other Notified Body has refused the certification.

I hereby authorize the Inspectors of ITC to access the manufacturing plant (as well as external Warehouses, if any) to allow the sampling of products without prior notice, whereas the Inspection Visits shall be announced.

In addition to this Application, I herewith attach the documentation below:

1. A copy of the Factory Quality Manual, as specified in standard EN 197-2 (specify any other normative reference), that ITC undertakes to keep confidential, and explicit prior acceptance of availability for consultation by ITC of documents relating to quality concerning the activities referred to in the same Technical Specification, which can be carried out only at the Factory;
2. list of the documents relating to quality;
3. list of the names of the Factory Managers (Production, Laboratory, Quality Control and Assurance, Factory Contact) and their respective telephone numbers/email and certified email addresses;
4. list of external Warehouses, their addresses and names of the Persons in charge, where the binder under this Application is made available for sale and annual forecast of the amount in percentage of product that will be marketed in each individual Warehouse concerned(Q);
5. winter/summer shipping hours of the binder in bulk or in bags from the Factory/Warehouses;
6. winter/Summer hours of access to the Factory/Warehouses, laboratories and offices for Sampling Visits by ITC Inspectors; in any case, the widest possible availability shall be ensured to allow Sampling Visits also beyond the normal office hours by the personnel authorized to represent the Manufacturer during these Visits that are, in principle, possible during the shipping hours of the binder;
7. indication of local patronal feast days (of the Factory and any Warehouses) resulting in personnel being absent from work. Provide a list of National Holidays in the case of foreign Factories.
8. controlled copy of the procedures implemented to analyze the composition of the binder, on a confidential basis;
9. list of the forwarded Annexes;
10. anything else that may be useful for the completion of the documentation and the application.

Finally, I authorize the forwarding of all ITC correspondence relating to this procedure to the following email address ............, for the attention of the "Contact Person" authorized and indicated below, undertaking to promptly communicate any changes(R).

Name of Contact Person…………………………………………………………………………………………..

Email address of Contact Person…………………………., Telephone number of Contact Person……………………

Place ……………… date …………….……. signature ………………………......................

Encl.: a.a.

**Notes**

* If the product is marketed in several EU countries and the certificate has to be issued in one or more languages other than Italian, the application shall be submitted using the letter accompanying the application for the issuance of the certificate.
* In the case of an application from a foreign Manufacturer/Factory/binder, the requested supplementary documentation, if written in a language other than Italian, may be provided in English/French, but it must always also be accompanied by the documents in the original language.

A The Manufacturer or his Agent resident in one of the EEA countries shall fill in the Application form on their own letterhead. A specific Application must be completed for each binder produced in each Factory. Any attachments requested more than once (in the case of more than one cement from the same Factory) can be provided only once if no changes have occurred in the meantime. The Application shall be sent/submitted to the Office of the Director of ITC at the certified email address ([protocollo.itc@pec.cnr.it](mailto:protocollo.itc@pec.cnr.it)) and written in a Language (if different from Italian) previously approved by ITC.

B Name and Surname of the Applicant.

C Role of the Applicant.

D Acronym and full name of the Manufacturer and/or the Company and its corporate name.

E Full address.

F Acronym and full name of the Manufacturer, full address, telephone numbers, email and certified email addresses of the manufacturer.

G Factory name (if any).

H Full address of the Factory, telephone numbers, email and certified email addresses.

I Full-cycle factory, milling center, mixing station and distribution center.

L In accordance with the standardized designation as specified in the relevant harmonized Technical Specification.

M If applicable.

N If applicable, see relevant harmonized Technical Specification.

O If applicable. If so, specify whether the binder comes in bulk, in bags or in bulk and in bags.

P If applicable.

Q If applicable.

R Indicate only one person and one possible substitute in the event of his absence.