**Template for Statement of Compliance against a TOPAS Specification.**

(May be used to provide a Statement of Compliance as required by TOPAS 0600).

(Please see guidance notes on use at the end of this document)

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| --- | --- | --- | --- |
| Product Name: |  | | |
| Product Identifier: |  | | |
| TOPAS Specification: |  | | |
| Part number of this document |  | Issue |  |
| Full Company Name: |  | | |
| Company Trading Address: |  | | |
|  |  | | |
|  |  | | |
| Post Code: |  | | |

This document provides a statement of compliance for the product(s) detailed above which forms part of the Technical file submitted along with the TOPAS Declaration of Conformity (TOPAS form T001) to the Technical Assessor in support of the Products TOPAS Registration, as defined in TOPAS 0600.

**Statement of Compliance**

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| **Clause** | **Compliance** | **Confirmed by** | **Comments** |
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**Guidance notes on use of the Statement of Compliance Template**

These notes provide guidance on how best to complete the Statement of Compliance template, which is required as part of the Technical File in support of a TOPAS Product Registration Application.

**Once completed these notes should be deleted as they are not required as part of the Statement of Compliance**.

The use of this template is not mandatory and alternative manufacturer specific templates and documents may be provided in support of a TOPAS Registration Application, but they must at least:

* Be formal documents which have their own part number and issue state.
* Individually address each clause in the TOPAS specification and clearly indicate compliance and ideally identify where compliance is proved, by reference to appropriate test schedules and results.
* Clearly identify where a product is non-compliant with a clause, and the nature of the non-compliance clearly noted.

A short example showing how the Statement of Compliance itself should be completed is included after this guidance.

**THE PREAMBLE**

***Product Name*:**

Enter the product name under which the product is sold.

Note:- The term “Product” refers to the item and all component parts and executable instructions which it comprises, for example, PTC1 Family, ST950 ELV, OPTIMA IP OTU.

***Product Identifier:***

Enter the individual part number and issue state of the product to be Registered, for example A23766-123 Issue 1 or 667/1/12400/000 Issue 6

Where there is more than one product in a family being Registered to the same TOPAS specification, for example a range of detectors or a range of traffic signal controllers, please list them here, but if there are a large number it is acceptable to refer to a complete list elsewhere, for example in the Technical File preamble or the list provided by Appendix 1 of the Declaration of Conformity (TOPAS form T001).

***TOPAS Specification:***

Enter the TOPAS specification against which the product is to be registered, for example TOPAS 2500A. If the product is being Registered against more than one specification, list them here.

***Part Number and Issue of this document:***

Enter the Manufactures part number of this Statement of Compliance and its issue control state (for example issue 1, Issue A etc).

***Full Company Name:***

Enter the manufactures name.

***Company Trading Address and Post Code:***

Enter the manufacturer’s full postal address and post code

**THE STATEMENT OF COMPLIANCE**

***Clause:***

List in order each clause of the specification by number, for example 1.1, 1.2, 1.2.1. Where there are sub clauses identified, for example a), b) c), these need not be explicitly listed if the compliance stated applies to all subclauses. If this is not the case then each subclause should be explicitly listed, for example 1.2.1 a), 1.2.1 b) etc. The compliance table can be simply expanded by inserting rows as required.

***Compliance:***

State the compliance against each individually listed clause using one of the designations below.

|  |  |
| --- | --- |
| Noted: | The clause has been noted but it contains no requirements to which it is necessary to declare compliance. For example, the first clauses in a TOPAS specification relate to the overall function of TOPAS, so stating ‘Noted’ against those is the correct response. |
| Compliant: | A requirement clause against which the product is compliant against the specification as written. |
| Clarification: | A requirement clause to which the product is functionally compliant, but additional information on the implementation is provided.  Such clauses may be referred to the TOPAS Board for further consideration before the Technical Assessor will sign-off the Declaration of Conformity. |
| Non-Compliant: | A requirement clause to which the product not compliant.  Non-compliance with a clause does not automatically mean a product cannot be Registered with TOPAS but such non-compliance’s must be explicitly listed in Appendix 2 of the Declaration of Conformity (Form TOPAS T001) and will be listed against the Registration on the TOPAS web Site.  Such clauses may be referred to the TOPAS Board for further consideration before the Technical Assessor will sign-off the Declaration of Conformity. |
| N/A | Some TOPAS specifications provide options or complete appendices which are optional or only apply to specific types of implementation. For example a detector specification which specifically has separate requirements for radar and video implantations and the application is for a radar detector, in which case the video requirements would be N/A. |

***Confirmed by:***

Applicants are required to have undertaken sufficient testing to ensure that Products are compliant with the requirements of the TOPAS specification against which they are being Registered. A reference to all test schedules and test results (by document number and issue state) is required as part of the Technical File, and Applicants should ensure that there is traceability between specification requirements and confirmation tests within their document management systems.

For less complex products the Statement of Compliance may refer directly to the actual documented test result(s) which demonstrate compliance.

For complex products, particularly where testing may be documented within a large suit of test results, reference to the complete list of test schedules and results in the Technical File may be used.

***Comments:***

Enter any specific comments against the stated level of compliance. In particular use this to provide additional information if the stated compliance is ‘clarification’ ‘non-compliant’ or N/A.

**Example Statement of Compliance**

(For information this SOC extract relates to TOPAS 2542)

**Note:** Test documents referred to are:

Ref 1 – System Test Results TP- 23576-10 Issue 3

Ref 2 – Software Module Test Results TP-23576-01 Issue 6

Ref 3 – Software Module Test Results TP-23576-02 Issue 2

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| --- | --- | --- | --- |
| **Clause** | **Compliance** | **Confirmed by** | **Comments** |
| 1.1 | Noted | N/A | Part of the specification preamble |
| 1.2 | Noted | N/A | Part of the specification preamble |
| 1.3 | Noted | N/A | Part of the specification preamble |
| 1.4 | Noted | N/A | Part of the specification preamble |
| 1.5 | Noted | N/A | Part of the specification preamble |
| 1.6 | Noted | N/A | Part of the specification preamble |
| 1.7 | Noted | N/A | Part of the specification preamble |
| 2.1 | Compliant | N/A | Noted |
| 2.2 | Compliant | N/A | Noted – Design precludes the giving of right of way |
| 2.3 | Compliant | N/A | Noted – Design does not include any sounders |
| 2.4 | Compliant | Ref 1 Test 33 |  |
| 2.5 | Noted | N/A | Part of the specification overview |
| 2.6 | Compliant | Ref 1 Test 3 |  |
| 2.7(a) | Compliant | Ref 1 Test 11(a) |  |
| 2.7(b) | Compliant | Ref 1 Test 11(b) |  |
| 2.7(c) | Compliant | Ref 1 Test 11(c) |  |
| 2.7(d) | Compliant | Ref 1 Test 11(d) |  |
| 2.7(e) | Compliant | Ref 1 Test 11(e) |  |
| 2.7(f) | Compliant | Ref 1 Test 11(f) |  |
| 2.8 | Clarification | N/A | This is a specification option not provided by this product, but an upgrade is possible (by adding a module) remote activation. If undertaken the upgrade kit provides a new part number label so that the upgraded product is not confused with this one (for which Registration is being sought). |
| **…..** | | | |
| 2.16 | Compliant | Ref 1 Test 14 | Product only provides provision for parallel connection across a standard push button. |
| 2.17 | Compliant | Ref 2 Test 16  Ref 3 Test 8 |  |
| 2.18 | Compliant | Ref 1 Test 25  Ref 3 Test 9 |  |
| 2.19 | Compliant | Ref 1 Test 26 |  |
| 2.20(a) | Compliant | Ref 1 Test 17(a) |  |
| 2.20(b) | Non-Compliant | Ref 1 Test 17(b) | The LED may not be visible in all direct sunlight conditions but is considered acceptable as it is easy to ‘shield it’ by a hand when viewing under these conditions. |
| 2.21 | Compliant | See Technical File | Product has been tested in accordance with TOPAS 2130. |
| 2.22 | Compliant | By Design | Design procedures adhere to normal ‘safe tolerancing’ rules to facilitate a minimum 10-year operation life. Optical emitter data sheets are included in the Technical File as required. |
| …..  *For complex Products reference may be made directly to the Technical File where the complete list of all test schedules and test results are documented, for example* | | | |
| 6.7 | Compliant | Technical File |  |