Introduction
This document is a summary of existing ACMA published compliance and labelling information. Please advise comply.label@acma.gov.au of any broken links you may find.

The policy and technical guidance information does not take into account specific circumstances and is not a substitute for independent legal, technical or other advice.

You should always refer to the existing published documents, including the relevant Labelling Notices, for the complete and unabridged compliance information pertaining to your device.

Table of Contents
Overview ............................................................................................................................................. 2
Permission to use compliance marks ............................................................................................... 3
Supplier Code Number (SCN) .......................................................................................................... 3
CE marking or other overseas compliance, approval or reports ....................................................... 3
Compliance labelling with A-Tick or C-Tick compliance marks ....................................................... 4
Compliance Records (General) ........................................................................................................ 4
Supplier’s Declaration of Conformity forms .................................................................................... 5
Radiocommunications (EMC) compliance and labelling ................................................................. 5
Extracts from the EMC-LN: .............................................................................................................. 6
EMC low risk device - Compliance Level 1 ....................................................................................... 6
EMC medium-risk device - Compliance Level 2 ............................................................................. 6
EMC High-risk device - Compliance Level 3 ................................................................................... 7
Radiocommunications devices (transmitters) compliance and labelling ....................................... 7
ACMA list of mandated radiocommunications (devices) standards ............................................... 8
Class licensing .................................................................................................................................. 8
Short Range Devices & the LIPD Class Licence ............................................................................... 8
Compliance Levels .......................................................................................................................... 9
Compliance testing .......................................................................................................................... 9
Accredited laboratories – radiocommunications testing .................................................................. 9
ACMA Radiocommunications Compliance Laboratory .................................................................... 9
NATA (National Association of Testing Authorities) ....................................................................... 9
MRA (Mutual Recognition Arrangement) ........................................................................................ 9
Spectrum Licensing or Apparatus Licensing .................................................................................. 10
Radiocommunications (EME) Compliance and Labelling ............................................................... 10
Radiocommunications (EME) testing at Compliance Level 3 ......................................................... 11
Telecommunications Compliance and Labelling ............................................................................ 11
Telecommunications testing at Compliance Level 3 ..................................................................... 12
Mains powered devices .................................................................................................................. 12
Safety Approvals and MEPS enquiries ............................................................................................ 13
Consultation on compliance and labelling requirements ............................................................... 14
Glossary ........................................................................................................................................... 15

Word.doc:- CTRL + Left click (to follow links)
Adobe.pdf:- Left click (to follow links)
C-Tick and A-Tick: Compliance and Labelling

Overview

The Australian Communications and Media Authority (ACMA) have established a broad regulatory compliance framework that includes four regimes, each administered by Labelling Notice (LN):

- Radiocommunications (Electromagnetic Compatibility) under the EMC-LN, for electromagnetic compatibility performance of electrical and electronic devices, vehicles and devices with internal combustion engines
- Radiocommunications (Devices) under the RLN, for radiocommunications transmitters
- Radiocommunications (Electromagnetic Energy) under the EME-LN, for electromagnetic energy health exposure from radio transmitters
- Telecommunications customer equipment (CE) and customer cabling (CC) under the TLN, for telecommunications

Additional information:


Compliance & labelling booklets for each of the four compliance regimes are available online from: http://www.acma.gov.au/WEB/STANDARD/pc=PC_300427.

Each booklet should be read in conjunction with its respective Labelling Notice.

The ACMA does not issue A-tick or C-tick certificates or type approvals for compliant devices, which are subject to these Labelling Notices.

Each Labelling Notice identifies:
- the types of devices covered; and
- the applicable standards; and
- the compliance level for required testing.

The Labelling Notices require the Supplier to:
- establish that the device complies with all applicable mandated ACMA standards, generally by way of test report to listed national or international standards, then
- declare compliance to mandated ACMA standards, by signing a Declaration of Conformity (DoC), in accordance with relevant Labelling Notices, then
- label the device with Supplier identification and a compliance mark as follows:
  - with the A-Tick compliance mark for a device which is subject to the TLN, or
  - with the C-Tick compliance mark for a device which is subject to any of the three Radiocommunications LN

Some devices may have to demonstrate compliance to one or more of these regimes. E.g., a PSTN connected DECT phone incorporating an answering machine may have to demonstrate compliance to all four of the above compliance and labelling regimes before an A-tick compliance label can be affixed.

(Also, see Note 3 under the heading Compliance labelling with A-Tick or C-Tick compliance marks following)

<< Return to Table of Contents >>
Permission to use compliance marks

The A-Tick Mark and C-Tick Mark are protected symbols and Suppliers must obtain permission from the ACMA to use them.

You are considered by the ACMA to be a Supplier if you are:

1. resident in Australia; and
2. an Australian manufacturer; or
3. an Australian importer; or
4. an Australian Agent for an Australian manufacturer or importer.

After a satisfactorily completed application form has been received from a Supplier, the ACMA will issue:

- a letter allowing the use of the compliance marks and
- a Supplier Code Number (SCN) for identification purposes

Form C01: Application for permission to use compliance marks and for issue of a Supplier Code Number


Supplier Code Number (SCN)

- SCN is a unique identification of the Supplier
- SCN issue is free (no cost)
- SCN does not expire
- SCN issuing process may take up to 10 working days
- SCN identification details should be updated if they change
  (i.e. company address / contact person / contact details etc).

CE marking or other overseas compliance, approval or reports

In Australia, a compliance mark such as the CE mark, or an FCC ID, indicating compliance with overseas requirements:

- does not mean the device can be supplied without an A-Tick or C-Tick compliance label; and
- does not indicate or ensure compliance with any of the Australian regulatory regimes; and
- does not mean the device can be labelled with a C-Tick or A-Tick compliance label

EMC reports from overseas must be to a standard from the ACMA’s list of mandatory standards.


FCC approvals and reports to US standards (except in limited cases for certain radiocommunications transmitters) are not valid in Australia.

Australia has its own telecommunications standards and in virtually all cases compliance for telecommunications devices can only be established by test reports to the mandated Australian Standards.

While some European or International reports may be used to directly demonstrate compliance with the Australian requirements (e.g. EMC reports), others might only be indirectly used by an accredited laboratory to produce a report to a mandated Standard. In either case, the overseas reports must be complete copies, in English.

You may need to engage the services of an independent consultant and/or test laboratory to make the determination of the applicability of overseas reports.
C-Tick and A-Tick: Compliance and Labelling

Compliance labelling with A-Tick or C-Tick compliance marks

Prior to supplying a device to the Australian market, compliant devices must be labelled with either the A-Tick, or the C-Tick (or the RCM) compliance marks, in accordance with the relevant Labelling Notice/s.

The C-Tick or A-Tick compliance marks must be at least 3mm high and the SCN, or other acceptable form of Supplier identification, must be at least 1mm in height.

Notes:

1. Labelling may be done by the overseas manufacturer on the Supplier’s behalf
2. The Supplier Code Number (SCN) Nxxxxx may be replaced with:
   a. an Australian Company Number (ACN); or
   b. an Australian Business Number (ABN); or
   c. an Australian Registered Business Number (ARBN); or
   d. an Australian business name and address, personal name and address in Australia; or
   e. an Australian registered trademark.
3. In the case of a telecommunications device, which may also be subject to one or more of the C-Tick labelling requirements, the A-Tick compliance mark can be used to also indicate compliance with the C-tick requirements. However, the compliance records required for C-Tick compliance must also be held.

The C-Tick and A-Tick compliance marks can be downloaded from the Compliance marks webpage:


More information, including information for Suppliers who intend to use the RCM can be viewed at Labelling requirements for EMC, radiocommunications, EME and telecommunications devices—a summary: http://www.acma.gov.au/ACMAINTER.1310888:STANDARD::pc=PC_1756

More information about the RCM is also available from the Standards Australia website at:


<< Return to Table of Contents >>

Compliance Records (General)

Prior to the supply of the device to the market, the Supplier must establish compliance records for each device, or family (variants) of devices, and retain them for a period of five years beyond cessation of supply.

Depending on the particular device, and its compliance level, the compliance records must comprise of the applicable parts of the following,

1. A method of uniquely identifying the device (brochure, photograph, users manual etc),
2. A signed Declaration of Conformity (declaring conformity to the relevant standards),
3. A complete copy, in English, of any applicable electromagnetic compatibility test report to the relevant standard,
4. A complete copy, in English, of any applicable radiocommunications test reports to the relevant standards,
C-Tick and A-Tick:
Compliance and Labelling

5. A complete copy, in English, of any applicable EME test report,
6. A complete copy, in English, of any applicable telecommunications test reports to the relevant standards.

If the Supplier of a device is selected for audit, or in the event of investigation of a complaint, authorised ACMA staff may request to view the compliance records.

If requested to do so, a supplier will have up to ten (10) working days to produce the compliance records.

Note: Suppliers should not send compliance documents to the ACMA, unless requested to do so.

Supplier’s Declaration of Conformity forms
The Supplier’s Declaration of Conformity may be downloaded from:

Radiocommunications (EMC) compliance and labelling.

The EMC compliance and labelling regulatory arrangements information page and an index to relevant documentation (Forms, Fact Sheets, Legislation and Standards) can be viewed at:

The EMC regulatory requirements applicable to the supply of electrical and electronic devices to the Australian market are also contained in the ACMA booklet Electromagnetic Compatibility, Compliance and Labelling - Information for suppliers of electrical and electronic devices, vehicles and devices with internal combustion engines in Australia, which can be downloaded from:

The booklet is a guide to the requirements that a Supplier must meet before supplying devices to the Australian market and it should be read in conjunction with the labelling requirements which are contained in the EMC-LN.

The EMC compliance and labelling requirements are contained in the document titled Radiocommunications Labelling (Electromagnetic Compatibility) Notice 2008 (- the EMC-LN) including Radiocommunications Labelling (Electromagnetic Compatibility) Amendment Notice 2010 (No. 1), which can be downloaded from:

The EMC-LN applies to all electrical/electronic devices other than those scoped by the RLN or those devices excluded under Schedule 2 - Devices to which this Notice does not apply.

The EMC-LN was amended in November 2009 and March 2010. One of the major changes in the November 2009 amendment was that battery powered devices that cannot connect to any external power source, are now considered to be low-risk device (or EMC Compliance Level 1).

EMC requirements for battery powered devices fact sheet:
Extracts from the EMC-LN:

1.4 Definitions
In this Notice:

high risk device (or compliance Level 3) means a device described as ‘Group 2 ISM equipment’ in AS/NZS CISPR 11:2004 (2nd Edition).

low risk device (or compliance Level 1) means a device that is neither:
   (a) a medium risk device; nor
   (b) a high risk device.

1.6A Meaning of medium risk device
(1) In this Notice, subject to subsection (2), a device is a medium risk device if it is not a high risk device and contains 1 or more of the following:
   (a) a switch mode power supply;
   (b) a transistor switching circuit;
   (c) a microprocessor;
   (d) a commutator;
   (e) a slip-ring motor;
   (f) an electronic device operating in a switching mode or a non-linear mode.

(2) A battery-powered device is not a medium risk device unless the ACMA has declared the device to be a medium risk device under subsection (3).

Battery-powered device means a device that is not capable of connecting, directly or indirectly, to an external power supply.

A Supplier, or a Supplier’s consultant, should be able to ascertain the EMC compliance level and the applicable standard for the device from the information supplied and ACMA’s EMC standards list: http://www.acma.gov.au/WEB/STANDARD/pc=PC_310707

EMC low risk device - Compliance Level 1

- Labelling with the C-Tick compliance mark is voluntary.

However, whether the Supplier chooses to label the device or not, Suppliers are still required to keep compliance records. The compliance records must include the following:

If voluntarily C-tick labelled:
- A method of uniquely identifying the device (brochure, photograph, users manual etc),
- A signed Declaration of Conformity (declaring conformity to the applicable EMC standard),

If not C-tick labelled:
- A method of uniquely identifying the device (brochure, photograph, user’s manual etc).

EMC medium-risk device - Compliance Level 2

- Labelling with the C-Tick compliance mark is mandatory.

The compliance records must include the following:
1. A method of uniquely identifying the device (brochure, photograph, users manual etc),
C-Tick and A-Tick: Compliance and Labelling

2. A signed Declaration of Conformity (declaring conformity to an appropriate standard),
3. A complete copy of an EMC test report to an appropriate standard, in English,
   - The EMC test report does not need to be from an accredited laboratory
   - The report may be to the equivalent European or International standard

OR
4. A technical construction file (TCF*).
   *Please see the definition of a TCF in the EMC-LN

EMC High-risk device - Compliance Level 3
- Labelling with the C-Tick compliance mark is mandatory.

The compliance records are the same as for a Compliance level 2 device except that any test report must be from an accredited testing body.

Accredited testing body means a laboratory:
(a) that is a testing body; and
(b) that is:
   i. accredited by NATA to conduct testing against an applicable standard; or
   ii. accredited, by a body that has entered into a mutual recognition agreement with NATA, to conduct testing against an applicable standard; or
   iii. designated, notified or recognised, under an agreement about mutual recognition on conformity assessment to which Australia is a party, to conduct testing against an applicable standard.

Radiocommunications devices (transmitters) compliance and labelling.

In Australia, transmitters must be operated under the authority of a radiocommunications licence, of which there are 3 basic types:

1. Class Licence – no need for individual licences to be held by users (see requirements below),
2. Spectrum Licence – licence issued to an individual or a company for part of the spectrum in specific geographical areas that covers all devices in those geographical areas, the licensee can grant third parties permission to operate transmitters under their licence
3. Apparatus Licence – individual licences issued to authorise each device in specific locations or coverage areas

Which type is applicable to a Supplier’s device will depend on the frequency/spectrum used and the transmit power levels for the device or range of devices.

The compliance and labelling requirements for radiocommunications devices are contained in the ACMA document entitled the Radiocommunications Devices (Compliance Labelling) Notice 2003 (- the RLN), incorporating the Radiocommunications Devices (Compliance Labelling) Amendment Notice 2010 (No. 1). Click on the consolidated version to download a version incorporating all amendments from the following webpage:


<< Return to Table of Contents >>
ACMA list of mandated radiocommunications (devices) standards
The ACMA list of mandated radiocommunications devices standards can be viewed at the following ACMA web page:  

Class licensing
Class licensing is an effective and efficient means of spectrum management for services where a limited set of common frequencies are employed, and the device is operated under a common set of conditions. It also involves minimum licence administration by the ACMA. A class licence sets out the conditions under which any person is permitted to operate. It is not issued to an individual user, and does not involve licence fees or licence conditions applied to individuals.

Class licences authorise users of designated segments of spectrum to operate on a shared basis. The ACMA has made the following class licences:

Radiofrequency class licensing overview:

Short Range Devices & the LIPD Class Licence
To be able to supply certain transmitters in Australia (including but not limited to Wireless LAN, Bluetooth, car immobilisers, radio controlled models, garage door openers, etc.), without users having to hold individual licences for each device the Supplier will need to ensure the transmitters comply with the Radiocommunications (Short Range Devices) Standard 2004 (- the SRD standard):


The SRD standard adopts and modifies the current version of AS/NZS 4268: Radio equipment and systems - Short range devices - Limits and methods of measurement

Tables 1 and 3 of AS/NZS 4268 align, as closely as possible, to Schedule 1 of the Radiocommunications (Low Interference Potential Devices) Class Licence 2000, (- the LIPD Class Licence), incorporating Amendments to Radiocommunications (Low Interference Potential Devices) Class Licence Variation Notice 2009 (No. 1), which is available from:


Example:

Item 17 listed in Schedule 1 of the LIPD class licence authorises the operation of a transmitter between 433.05MHz and 434.79MHz with a maximum transmitter power of 25mW EIRP (Equivalent Isotropically Radiated Power).

Note: The maximum EIRP limits specified for output power require antenna gain to be taken into account.

E.g. where EIRP is specified as 4Watts (+36dBm) and transmitter output power is 100mW (+20dBm), then antenna gain must be no more than +16 dBi

Other Items cover different frequency ranges/transmitter powers/modulation techniques etc.

Similarly, AS/NZS 4268:2008 Table 2, replicates the frequencies mentioned in the Radiocommunications (Radio-controlled Models) Class Licence 2002 a copy of which is available from:

C-Tick and A-Tick: Compliance and Labelling

Compliance Levels

- Compliance Level 1:
  - does not require a supplier to hold a test report.

- Compliance Level 2:
  - a test report must be held by the supplier, but it does not need to come from an accredited test laboratory.

- Compliance Level 3:
  - devices must be tested by an accredited testing body for conformity with the applicable standard. The testing body must give a test report to the supplier of the device which sets out the tests it has used, the results of those tests including test data and whether the results show that the device conforms to the standard.

For more information, refer to the heading: What are the requirements of each compliance level?

Refer to the Radiocommunications compliance & labelling booklet.
Please see page 4. What are the requirements of each compliance level?

Accredited laboratories – radiocommunications testing

Refer to the Radiocommunications compliance & labelling booklet.
Please see page 19. Accredited laboratories

ACMA Radiocommunications Compliance Laboratory

The ACMA operates an accredited Radiocommunications Compliance Laboratory in Melbourne. This laboratory is capable of performing tests to radiocommunications standards, Australian Standards, Ministerial Standards and other standards/specifications for compliance level 3 devices.

Radiocommunications Compliance Laboratory:

Email: melrcl@acma.gov.au

NATA (National Association of Testing Authorities)

NATA website: http://www.nata.asn.au/

MRA (Mutual Recognition Arrangement)

Under the mutual recognition arrangements between accreditation bodies, each organisation recognises the equivalence of accreditations granted by its overseas counterparts. NATA has MRAs with the national laboratory accreditation bodies listed in the table NATA’s Mutual Recognition Arrangement (MRA) Network (linked below), for recognition of test and calibration reports from accredited laboratories.

<< Return to Table of Contents >>
Spectrum Licensing or Apparatus Licensing

The ACMA plans and manages the radiofrequency spectrum in Australia and is responsible for compliance with licensing requirements and investigating complaints of interference to services.


- **Spectrum Licence** – licence issued to an individual or a company for part of the spectrum in specific geographical areas that covers all devices in those geographical areas, the licensee can grant third parties permission to operate transmitters under their licence

- **Apparatus Licence** – individual licences issued to authorise each device in specific locations or coverage areas

For more information about spectrum licensing or apparatus licensing please contact the Radiocommunications Licensing & Telecommunications Deployment Section (formerly LAIS - Licence Allocations and Information Section) on:

- Phone: 1300 850 115
- Fax: 02 6219 5347
- Email: lais@acma.gov.au

**Spectrum Licensing** and **Apparatus Licensing** are beyond the scope of the EMC-LN and RLN and **C-tick** compliance and labelling requirements do not apply, except where the portable transmitters designed for use close to the human body (e.g. hand-held two-way radios) are scoped by the **EMR-LN and the Human Exposure Standard**.

For more information about EME compliance requirements for Spectrum Licensed or Apparatus Licensed devices or sites, you may contact the ACMA’s Radiocommunications Licensing and Telecommunications Deployment Section (formerly LAIS), on:

- Phone: 02 6219 5555
- Email: lais@acma.gov.au
- Post: PO Box 78, Belconnen, ACT 2616

Radiocommunications (EME) Compliance and Labelling

What devices are scoped by the **EMR-LN** and the **Human Exposure Standard**?

Application of the EMR Labelling Notice


Application of the **Human Exposure Standard**

- applies to Aware and Non-aware user devices
- operating from 100 kHZ to 300 GHz (inclusive)
- with integral antenna

Mobile and portable radiocommunications transmitters including some telecommunications CE, supplied with an integral antenna and operating on a frequency between 3 kHz and 300 GHz, must comply with the
C-Tick and A-Tick: Compliance and Labelling

applicable mandatory Radiocommunications (Electromagnetic Radiation - Human Exposure) Standard 2003, (the Human Exposure Standard). This was amended by the Radiocommunications (Electromagnetic Radiation - Human Exposure) Amendment Standard 2007 (No.1)

EME compliance and labelling is mandated by the Radiocommunications (Compliance Labeling – Electromagnetic Radiation) Notice 2003 (the EME-LN).

Download the Human Exposure Standard and the EME-LN from the ACMA webpage:

Information for portable transmitter manufacturers & importers can be viewed and downloaded from:

Electromagnetic energy fact sheet can be viewed here:

ACMA EME Exposure Standards: Information for Manufacturers and Importers: Regulatory Arrangements can be found here: http://www.acma.gov.au/WEB/STANDARD/pc=PC_1822

EME requirements & technical standards for transmitters fact sheet can be found here:

The Human Exposure Standard defines the testing methodologies and mandates EME exposure limits for mobile and portable radiocommunications transmitters supplied for use in close proximity to the human body. The standard makes mandatory the exposure limits in the Radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields - 3 kHz to 300 GHz (2002) (the ARPANSA standard) published by the Australian Radiation Protection and Nuclear Safety Agency.

The ARPANSA standard is available from:

Radiocommunications (EME) testing at Compliance Level 3

Devices that are required to be evaluated must be tested by a laboratory that is accredited to conduct such testing.

<< Return to Table of Contents >>

Telecommunications Compliance and Labelling.

All Customer Equipment (CE) and Customer Cabling (CC) that will be connected, directly or indirectly, to the Australian public telecommunications network must comply with the requirements of the Telecommunications Labelling (Customer Equipment and Customer Cabling) Notice 2001 (the TLN)

The TLN is available (indirectly) from the ACMA website:
Click on the consolidated Notice, incorporating all amendments.

ACMA booklet Telecommunications Labelling & Compliance details the telecommunications regulatory arrangements applicable to the supply of telecommunications CE and CC to the Australian market. It explains in a Q and A format, the procedures Suppliers need to follow before supplying CE and CC to the market in Australia. It can be viewed in HTML or downloaded as a PDF from:
The booklet is intended as a guide. Always refer to the TLN for the complete and current telecommunications compliance requirements.

Telecommunications devices must also meet any applicable radiocommunications, EMC, or EME compliance requirements – refer to other compliance and labelling requirements throughout this document.

Schedule 1 of the TLN identifies CE by the type of telecommunications network or facility to which that CE connects.

E.g. an analog telephone would be listed in the TLN, Schedule 1, Part 2, Table 1.2, in Column 1, under Category A1 CE designed to connect to PSTN – analog for voice.

The applicable telecommunications standards listed are the current versions of:

- AS/NZS 60950.1 – Compliance Level 3
- AS/ACIF S002 – Compliance Level 3
- AS/ACIF S004 – Compliance Level 3

**Telecommunications testing at Compliance Level 3**

For any CE deemed to be at Compliance Level 3, compliance must be established by a test report from a Recognised Testing Authorities (RTA). There is a list of the telecommunications RTAs at the National Association of Testing Authorities (NATA) website:


Note: RTAs are distributed worldwide but may only carry accreditation for specific tests. Compliance Level 3 testing on CE must be carried out by a NATA accredited test house or by a test house accredited by an organisation with an MRA with NATA.

Once the compliance records have been established the devices must then be labelled with the A-Tick compliance mark, in accordance with the TLN.

<< Return to Table of Contents >>

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**Mains powered devices**

The TLN may mandate compliance with AS/NZS 60950 for some categories of line or mains powered CE. Compliance with AS/NZS 60950 (or any other electrical safety standard) is not mandated under any of the radiocommunications labelling notices (EMC-LN, RLN, or EME-LN) administered by the ACMA.

However, mains powered devices do fall under the jurisdiction of our various State electrical safety regulators, and there is an obligation to supply safe equipment.

If listed as *Prescribed Items or Declared Articles* mains powered devices also require Australian electrical regulatory authority approval. E.g. external power supplies (plug packs) and battery chargers.

Refer to following web pages for *prescribed items* lists:


The information above is provided as a guide and its currency or accuracy should be confirmed by the Supplier contacting the relevant state electrical authorities.

<< Return to Table of Contents >>

Safety Approvals and MEPS enquiries

Minimum Energy Performance Standards (MEPS) Regulations in Australia – Overview:

MEPS enquiries should be directed to: energyrating@environment.gov.au

Enquiries on Safety Approvals should be directed to any of the following State electrical regulatory authorities:

NSW
Office of Fair Trading
Energy Safety - Safety and Standards
Department of Commerce

Electrical safety and regulatory matters including electrical licensing and equipment approvals

Electrical appliances and equipment and their requirements for sale in NSW:

Queensland
Department of Justice and Attorney General
Prescribed electrical equipment

South Australia
Energy Division - Office of the Technical Regulator
Department for Transport, Energy and Infrastructure
Energy regulation, including supply, installation/inspections and equipment safety and approvals
http://www.technicalregulator.sa.gov.au
http://dtei.sa.gov.au/contact_us

Tasmania
Office of Electricity Standards and Safety
Department of Justice
Approval of electrical equipment in Tasmania + Contact Details

Victoria
Energy Safe Victoria
C-Tick and A-Tick:
Compliance and Labelling

All regulatory matters, including equipment approvals, licensing, supply and installations:

Applications guidelines. Electrical equipment approval/certification.

Western Australia

Energy Safety WA
Department of Consumer and Employment Protection (DOCEP)

Electrical appliances and equipment

Safety of installations/inspections and supply. How to obtain approval to sell electrical appliances in WA:

Consultation on compliance and labelling requirements

Please note that ACMA do not offer a consultancy service to assess, review or validate compliance documents.

Furthermore, if a Supplier cannot understand the compliance and labelling information available in the official ACMA publications or from the ACMA web pages, or the compliance and labelling requirements as they have been explained in this document, then a Supplier may need to engage the services of an independent consultant and/or test laboratory.

We cannot make recommendations, give endorsements or give direct referrals, however, we suggest:

- To find local (AU) and overseas test laboratories for A-tick testing, go to NATA list of Recognised Testing Authorities at: http://nata.com.au/rt2
  or
- To find local (AU) consultants/agents, search online for ACMA Compliance Folder or ACMA Compliance Labelling or ACMA Compliance Consultant

<< Return to Table of Contents >>
# Glossary

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACMA</td>
<td>Australian Communications and Media Authority</td>
</tr>
<tr>
<td>CC</td>
<td>Customer Cabling (under the TLN)</td>
</tr>
<tr>
<td>CE</td>
<td>Customer Equipment (under the TLN)</td>
</tr>
<tr>
<td>CE marking</td>
<td>CE is the acronym of French phrase &quot;Conformité Européene&quot; which literally means &quot;European Conformity&quot;. The term CE mark is also in use but it is NOT the official term.</td>
</tr>
<tr>
<td>EMC-LN</td>
<td>Radiocommunications Labelling (Electromagnetic Compatibility) Notice 2008</td>
</tr>
<tr>
<td>EME-LN</td>
<td>Radiocommunications (Compliance Labelling – Electromagnetic Radiation) Notice 2003</td>
</tr>
<tr>
<td>FCC</td>
<td>Federal Communications Commission (in the USA)</td>
</tr>
<tr>
<td>FCC ID</td>
<td>Identifies the supplier and the product. Administered by the FCC OET (Office of Engineering and Technology), this program oversees the authorization of equipment using the radio frequency spectrum. These devices may not be imported and/or marketed until they have shown compliance with the technical standards which have been specified by the FCC.</td>
</tr>
<tr>
<td>LIPD</td>
<td>Low Interference Potential Devices</td>
</tr>
<tr>
<td>MRA</td>
<td>Mutual Recognition Arrangement</td>
</tr>
<tr>
<td>NATA</td>
<td>National Association of Testing Authorities</td>
</tr>
<tr>
<td>RCM</td>
<td>Regulatory Compliance Mark is a trademark owned by Australian and New Zealand regulators.</td>
</tr>
<tr>
<td>RLN</td>
<td>Radiocommunications Devices (Compliance Labelling) Notice 2003</td>
</tr>
<tr>
<td>RTA</td>
<td>Recognised Testing Authority</td>
</tr>
<tr>
<td>SRD</td>
<td>Short Range Devices</td>
</tr>
<tr>
<td>Supplier</td>
<td>an Australian manufacturer, an Australian importer, or their Australian agent</td>
</tr>
<tr>
<td>TLN</td>
<td>Telecommunications Labelling (Customer Equipment and Customer Cabling) Notice 2001</td>
</tr>
</tbody>
</table>