



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

I. PURPOSE

This Program has been organised in order to define how to perform conformity assessment activities for products mentioned in Article 2 (1) (a) (b) (c) and (f) of Recreational Craft and Personal Watercraft Directive 2013/53/EU of the European Parliament and of The Council, published in the Official Journal European Union dated 28.12.2013 on the basis and in Article 2 (1) (a) (b) (c) and (e) of Recreational Craft and Personal Watercraft Directive published in the Official Journal Republic of Turkey dated 05.05.2017 and numbered 30057. And to define how to apply to TL, stages and requirements of assessment procedure, how to issue conformity assessment certificates and to organize principles to keep certificates valid.

Türk Loydu provides product certification services in accordance with TS EN 17065 standard within the scope of above mentioned directives.

Products will be certified by Türk Loydu which are completely in conformity with essential requirements of above mentioned directive(s) and related harmonised ISO standards.

This program is signed by all parties during contract stage.

II. SCOPE of APPLICATION

This program is implemented by Marine Sector New Building Division-Yacht and Small Craft Department.

Scope of the products are as follows:

1. Recreational crafts and partly completed recreational crafts,
2. Personal watercrafts and partly completed personal watercrafts,
3. Ignition-protected equipment for inboard and stern drive petrol engines and petrol tank spaces,
4. Start-in-gear protection devices for outboard engines,
5. Steering wheels, steering mechanisms and cable assemblies,
6. Fuel tanks intended for fixed installations and fuel hoses,
7. Prefabricated hatches, and port lights,
8. Watercraft that are subject to major craft conversion.

This procedure shall not be applied for the products which are mentioned in Article 2 (2) (a) (b) and (c) of Recreational Craft and Personal Watercraft Directive 2013/53/EU of the European Parliament and of The Council, published in the Official Journal European Union dated 28.12.2013 and in Article 2 (2) (a) (b) and (c) of the Recreational Craft and Personal Watercraft Directive published in the Official Journal of Republic of Turkey on 05.05.2017 and with number 30057 in Marine Sector New Building Division Yachts and Special Small Crafts Department.

III. DEFINITIONS AND ABBREVIATIONS

- **Directive** : Directive 2013/53/EU of the European Parliament and of The Council, published in the Official Journal European Union dated 28.12.2013 as a basis and, Recreational Craft and Personal Watercraft Directive published in the Official Journal Republic of Turkey dated 05.05.2017 and numbered 30057.
- **Ministry**: Ministry of Transport and Infrastructure
- **Commision** : European Commission.
- **Product**: Any recreational craft, personal watercraft, partly completed craft or personal watercraft, propulsion engines and components.
- **Watercraft**: Any recreational craft or personal watercraft.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

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- **Recreational Craft:** Any watercraft of any type, excluding personal watercraft, intended for sports and leisure purposes of hull length from 2,5 m to 24 m, regardless of the means of propulsion.
 - **Personal Watercraft:** A watercraft intended for sports and leisure purposes of less than 4 m in hull length which uses a propulsion engine having a water jet pump as its primary source of propulsion and designed to be operated by a person or persons sitting, standing or kneeling on, rather than within the confines of, a hull.
 - **Watercraft built for own use:** A watercraft predominantly built by its future user for his own use;
 - **Propulsion engine:** Any spark or compression ignition, internal combustion engine used directly or indirectly for propulsion purposes.
 - **Major engine modification:** Modification of a propulsion engine which could potentially cause the engine to exceed the emission limits set out in Part B of Annex I or increases the rated power of the engine by more than 15 %.
 - **Major craft conversion:** A conversion of a watercraft which changes the means of propulsion of the watercraft, involves a major engine modification, or alters the watercraft to such an extent that it may not meet the applicable essential safety and environmental requirements laid down in this Directive.
 - **Means of propulsion:** Method by which the watercraft is propelled.
 - **Engine family:** Manufacturer's grouping of engines which, through their design, have similar exhaust or noise emission characteristics.
 - **Hull length:** The length of the hull measured in accordance with the harmonised standard.
 - **Making available on the market:** Any supply of a product for distribution, consumption or use on the Union market in the course of a commercial activity, whether in return for payment or free of charge.
 - **Placing on the market:** First making available of a product on the Union market.
 - **Putting into service:** First use of a product covered by this Directive in the Union by its end-user.
 - **Manufacturer:** Any natural or legal person who manufactures a product or has such a product designed or manufactured, and markets that product under his name or trademark.
 - **Authorised representative:** Any natural or legal person established within the Union who has received a written assignment from the manufacturer to act on his behalf in relation to specified tasks.
 - **Importer:** Any natural or legal person established within the Union who places a product from a third country on the Union market.
 - **Private importer:** Any natural or legal person established within the Union who imports in the course of a non-commercial activity a product from a third country into the Union with the intention of putting it into service for his own use.
 - **Distributor:** Any natural or legal person in the supply chain, other than the manufacturer or the importer, who makes a product available on the market.
 - **Economic operators:** means the manufacturer, the authorised representative, the importer and the distributor.
 - **Harmonized National Standard:** A standard that adopts an adopted European standard and then prepared as a Turkish standard by the TSE (Turkish Standard Institute) and published herewith
 - **Harmonized European Standard:** Standards adopted by The European Standardization Organizations and published in the Official Journal of the European Communities.
(https://ec.europa.eu/growth/single-market/european-standards/harmonised-standards/recreational-craft_en)
 - **National accreditation body :** Turkish Accreditation Agency(TURKAK)



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

- **Conformity assessment:** Process demonstrating whether the requirements of this Directive relating to a product have been fulfilled.
- **Conformity assessment body:** A body that performs conformity assessment activities including calibration, testing, certification and inspection.
- **Recall:** Any measure aimed at achieving the return of a product that has already been made available to the end- user.
- **Withdrawal:** Any measure aimed at preventing a product in the supply chain from being made available on the market.
- **Market surveillance:** Activities carried out and measures taken by public authorities to ensure that products comply with the applicable requirements set out in Union harmonisation legislation and do not endanger health, safety or any other aspect of public interest protection.
- **CE marking:** Marking by which the manufacturer indicates that the product is in conformity with the applicable requirements set out in Union harmonisation legislation providing for its affixing.
- **TL :**Türk Loydu
- **PAE :** Plan approval and Engineering Division
- **NB :** New Building Division
- **PM :** Project Manager
- **NB HO:** New Building Head Office Surveyors
- **NB SL Chief:** New Building Survey Location Chief
- **Surveyors:**New Building Survey Location Surveyors
- **SVEP software:** Surveyor Qualification and Training Software on Oracle
- **Directive Responsible:** Delegated Responsible declared by TL Marine Sector Director and NB Manager
- **EC :** European Community
- **TO :** Technical Operation which is described in item IV, 2.1.
- **MSEO :** Manufacturing Site Examination Operation which is described in item IV, 2.2.
- **TDRO:** Technical Documentation Review Operation which is described in item IV, 2.3.
- **RO :** Review and Certification Operation which is described in item IV, 2.4.
- **CCO :** Operation of Issuing Conformity Certificate which is described in item IV, 2.5.
- **PCA :** Post Construction Assessment



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

IV. CERTIFICATION PROGRAM

1 Method of Product Certification in accordance with Recreational Craft Directive

1.1 Preparation for Certification

1.1.1 Application Process

All application shall be in written format. After receiving initial application letter, filled CE 700 Conformity Assessment Application Form is requested to send to TL for evaluation. The information received from the applicant shall be recorded and this information shall be taken as the basis for the offer. It is important for the applicant to define Design Category shown in Table-1 and Module shown in Table-2 which will be applicable to craft during application.

Table – 1 Watercraft Design Categories

Design category	Wind force (Beaufort scale)	Significant wave height (H 1/3 metres)
A	exceeding 8	exceeding 4
B	up to, and including, 8	up to, and including, 4
C	up to, and including, 6	up to, and including, 2
D	up to, and including, 4	up to, and including, 0,3

Explanatory notes:

- A. A recreational craft given design category A is considered to be designed for winds that may exceed wind force 8 (Beaufort scale) and significant wave height of 4 m and above but excluding abnormal conditions, such as storm, violent storm, hurricane, tornado and extreme sea conditions or rogue waves.
- B. A recreational craft given design category B is considered to be designed for a wind force up to, and including, 8 and significant wave height up to, and including, 4 m.
- C. A watercraft given design category C is considered to be designed for a wind force up to, and including, 6 and significant wave height up to, and including, 2 m.
- D. A watercraft given design category D is considered to be designed for a wind force up to, and including, 4 and significant wave height up to, and including, 0,3 m, with occasional waves of 0,5 m maximum height.

Watercraft in each design category must be designed and constructed to withstand the parameters in respect of stability, buoyancy, and other relevant essential requirements listed in Annex I of Directive 2013/53/EU, and to have good handling characteristics.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

Table - 2 Choise of Appropriate Module

Table with 2 main sections: Design and Construction, and Noise. Design and Construction table has 4 columns: Design Category, 2,5m≤Lh<12m, 12m≤Lh<24m, and a combined column for A, B, C, D, Personal watercrafts, and Components. Noise table has 4 columns: Design Category, Test Method, Reference Boat, and Fn+P/D method.

1.1.2 Definitions of Modules

1.1.2.1 Module A - Internal production control

(1) Internal production control is the conformity assessment procedure whereby the manufacturer fulfils the obligations laid down in following-points 2, 3 and 4, and ensures and declares on his sole responsibility that the product(s) meet the requirements of the legislative instrument that apply to them.

(2) Technical documentation

The manufacturer shall draw up the technical documentation that shall make it possible to assess the product's conformity to the relevant requirements, including an adequate analysis and assessment of the risk(s).

The technical documentation shall specify the applicable requirements and cover the assessment, the design, manufacture and operation of the product as far as relevant. The technical documentation shall, wherever applicable, contain at least the following elements:

- a) a general description of the product,
b) conceptual design and manufacturing drawings and schemes of components, sub-assemblies, circuits, and other relevant data,
c) descriptions and explanations necessary for the understanding of those drawings and schemes and the operation of the product,



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

- d) a list of the harmonised standards and/or other relevant technical specifications the references of which have been published in the Official Journal of the European Union, applied in full or in part, and descriptions of the solutions adopted to meet the essential requirements of the legislative instrument where those harmonised standards have not been applied. In the event of partly applied harmonised standards, the technical documentation shall specify the parts which have been applied,
- e) results of design calculations made, examinations carried out, etc., and
- f) test reports.

(3) Manufacturing

The manufacturer shall take all measures necessary in order to ensure compliance of the manufactured products, manufacturing process and its monitoring with the technical documentation referred to in point 2 and with the requirements of the legislative instruments applicable also with components certificates.

(4) Conformity marking and declaration of conformity

- a) The manufacturer shall affix the required conformity marking set out in the legislative instrument to each individual product that satisfies the applicable requirements of the legislative instrument.
- b) The manufacturer shall draw up a written declaration of conformity for a product model and keep it together with the technical documentation at the disposal of the national authorities for 10 years after the product has been placed on the market. The declaration of conformity shall identify the product for which it has been drawn up.
- c) The manufacturer provides a copy of the declaration of conformity available to the relevant authorities upon request.

(5) Authorised representative

The manufacturer's obligations set out in point 4 may be fulfilled by his authorised representative, on his behalf and under his responsibility, provided that they are specified in the assignment.

1.1.2.2 Module A1 - Internal production control plus supervised product testing

(1) Internal production control plus supervised product testing is the conformity assessment procedure whereby the manufacturer fulfils the obligations laid down in following points 2, 3, 4, and 5, and ensures and declares on his sole responsibility that the product(s) meet the requirements of the legislative instrument that apply to them.

(2) Technical documentation

The manufacturer shall draw up the technical documentation that shall make it possible to assess the product's conformity with the relevant requirements, including an adequate analysis and assessment of the risk(s).

The technical documentation shall specify the applicable requirements and cover the assessment, the design, manufacture and operation of the product as far as relevant. The technical documentation shall contain, wherever applicable, at least the following elements:

- a) a general description of the product,
- b) conceptual design and manufacturing drawings and schemes of components, sub-assemblies, circuits and other relevant data,
- c) descriptions and explanations necessary for the understanding of those drawings and schemes and the operation of the product,
- d) a list of the harmonised standards and/or other relevant technical specifications the references of which have been published in the Official Journal of the European Union, applied in full or in part, and descriptions of the solutions adopted to meet the essential requirements of the legislative instrument where those harmonised



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

standards have not been applied. In the event of partly applied harmonised standards, the technical documentation shall specify the parts which have been applied,

- e) results of design calculations made, examinations carried out, etc., and
- f) test reports.

(3) Manufacturing

The manufacturer shall take all measures necessary in order to ensure compliance of the manufactured products, manufacturing process and its monitoring including components certificates with the technical documentation referred to in point 2 and with the requirements of the legislative instruments applicable also with components certificates.

(4) Product checks

For each individual product manufactured, one or more tests on one or more specific aspects of the product shall be carried out by the manufacturer or on his behalf, in order to verify conformity with the corresponding requirements of the legislative instrument. At the choice of the manufacturer, the tests are carried out either by an accredited inhouse body or under the responsibility of a notified body chosen by the manufacturer.

Where the tests are carried out by a notified body, the manufacturer shall affix the notified body's identification number under the responsibility of the notified body during the manufacturing process.

(5). Conformity marking and declaration of conformity

- a) The manufacturer shall affix the required conformity marking set out in the legislative instrument to each individual product that satisfies the applicable requirements of the legislative instrument.
- b) The manufacturer shall draw up a written declaration of conformity for a product model and keep it together with the technical documentation at the disposal of the national authorities for 10 years after the product has been placed on the market. The declaration of conformity shall identify the product for which it has been drawn up.
- c) The manufacturer provides a copy of the declaration of conformity shall be made available to the relevant authorities upon request.

(6) Authorised representative

The manufacturer's obligations set out in point 5 may be fulfilled by his authorised representative, on his behalf and under his responsibility, provided that they are specified in the assignment.

Supplementary Requirements When Internal Production Control Plus Supervised Production Tests Set Out in Module A1 is Used (Article 24(2) of Directive 2013/53/EU)

a) Design and construction

On one or several watercrafts representing the production of the manufacturer one or more of the following tests, equivalent calculation or control shall be carried out by the manufacturer or on his behalf:

test of stability in accordance with point 3.2 of Part A of Annex I of Directive 2013/53/EU;

test of buoyancy characteristics in accordance with point 3.3 of Part A of Annex I of Directive 2013/53/EU.

b) Noise emissions

For recreational craft fitted with inboard or stern drive engines without integral exhaust and for personal watercraft, on one or several watercraft representing the production of the watercraft manufacturer, the sound emission tests defined in Part C of Annex I shall be carried out by the watercraft manufacturer, or on his behalf, under the responsibility of a notified body chosen by the manufacturer.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

For outboard engines and stern drive engines with integral exhaust, on one or several engines of each engine family representing the production of the engine manufacturer, the sound emission tests defined in Part C of Annex I of Directive 2013/53/EU shall be carried out by the engine manufacturer, or on his behalf, under the responsibility of a notified body chosen by the manufacturer.

Where more than one engine of an engine family is tested, the statistical method described in Annex VII shall be applied to ensure conformity of the sample.

1.1.2.3 Module B - EC-type examination

(1) EC-type examination is the part of a conformity assessment procedure in which a notified body examines the technical design of a product and verifies and attests that the technical design of the product meets the requirements of the legislative instrument that apply to it.

(2) EC-type examination may be carried out in either of the following manners:

- a) examination of a specimen which shall be the representative of the envisaged production of the completed product (production type),
- b) assessment of the adequacy of the technical design of the product through examination of the technical documentation and supporting evidence referred to in point 3, plus and examination of specimens, representative of the envisaged production, of one or more critical parts of the product (combination of production type and design type),
- c) assessment of the adequacy of the technical design of the product through examination of the technical documentation and supporting evidence referred to in point 3, without examination of a specimen (design type).

(3) The manufacturer shall lodge an application for EC-type examination with a single notified body of his choice.

The application shall include:

- a) the name and address of the manufacturer and, if the application is lodged by the authorised representative, his name and address as well,
- b) a written declaration that the same application has not been lodged with any other notified body,
- c) The technical documentation. The technical documentation shall make it possible to assess the product's conformity with the applicable requirements of the legislative instrument and shall include an adequate analysis and assessment of the risk(s). The technical documentation shall specify the applicable requirements and cover the assessment, the design, manufacture and operation of the product as far as relevant. The technical documentation shall contain, wherever applicable, at least the following elements:
 - 1) a general description of the product,
 - 2) conceptual design and manufacturing drawings and schemes of components, sub-assemblies, circuits and other relevant data,
 - 3) descriptions and explanations necessary for the understanding of those drawings and schemes and the operation of the product,
 - 4) a list of the harmonised standards and/or other relevant technical specifications the references of which have been published in the *Official Journal of the European Union*, applied in full or in part, and descriptions of the solutions adopted to meet the essential requirements of the legislative instrument where those harmonised standards have not been applied. In the event of partly applied harmonised standards, the technical documentation shall specify the parts which have been applied,
 - 5) results of design calculations made, examinations carried out, etc., and
 - 6) test reports,



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

7) the specimens representative of the production envisaged. The notified body may request further specimens if needed for carrying out the test programme,

8) the supporting evidence for the adequacy of the technical design solution. This supporting evidence shall mention any documents that have been used, in particular where the relevant harmonised standards and/or technical specifications have not been applied in full. The supporting evidence shall include, where necessary, the results of tests carried out by the appropriate laboratory of the manufacturer, or by another testing laboratory on his behalf and under his responsibility.

(4) The notified body shall:

For the product:

a) examine the technical documentation and supporting evidence to assess the adequacy of the technical design of the product;

b) For the specimen(s):

1) verify that the specimen(s) have been manufactured in conformity with the technical documentation, and identify the elements which have been designed in accordance with the applicable provisions of the relevant harmonised standards and/or technical specifications, as well as the elements which have been designed without applying the relevant provisions of those standards;

2) carry out appropriate examinations and tests, or have them carried out, to check whether, where the manufacturer has chosen to apply the solutions in the relevant harmonised standards and/or technical specifications, these have been applied correctly;

3) carry out appropriate examinations and tests, or have them carried out, to check whether, where the solutions in the relevant harmonised standards and/or technical specifications have not been applied, the solutions adopted by the manufacturer meet the corresponding essential requirements of the legislative instrument;

4) agree with the manufacturer on a location where the examinations and tests will be carried out.

(5) The notified body shall draw up an evaluation report that records the activities undertaken in accordance with point 4 and their outcomes. Without prejudice to its obligations vis-à-vis the notifying authorities, the notified body shall release the content of that report, in full or in part, only with the agreement of the manufacturer.

(6) Where the type meets the requirements of the specific legislative instrument that apply to the product concerned, the notified body shall issue an EC-type examination certificate to the manufacturer. The certificate shall contain the name and address of the manufacturer, the conclusions of the examination, the conditions (if any) for its validity and the necessary data for identification of the approved type. The certificate may have one or more annexes attached.

The certificate and its annexes shall contain all relevant information to allow the conformity of manufactured products with the examined type to be evaluated and to allow for in-service control.

Where the type does not satisfy the applicable requirements of the legislative instrument, the notified body shall refuse to issue an EC-type examination certificate and shall inform the applicant accordingly, giving detailed reasons for its refusal.

(7) The notified body shall keep itself apprised of any changes in the generally acknowledged state of the art which indicate that the approved type may no longer comply with the applicable requirements of the legislative instrument, and shall determine whether such changes require further investigation. If so, the notified body shall inform the manufacturer accordingly.

The manufacturer shall inform the notified body that holds the technical documentation relating to the EC-type examination certificate of all modifications to the approved type that may affect the conformity of the product with the



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

essential requirements of the legislative instrument or the conditions for validity of the certificate. Such modifications shall require additional approval in the form of an addition to the original EC-type examination certificate.

(8) Each notified body shall inform its notifying authorities concerning the EC-type examination certificates and/or any additions thereto which it has issued or withdrawn, and shall, periodically or upon request, make available to its notifying authorities the list of certificates and/or any additions thereto refused, suspended or otherwise restricted.

Each notified body shall inform the other notified bodies concerning the EC-type examination certificates and/or any additions thereto which it has refused, withdrawn, suspended or otherwise restricted, and, upon request, concerning the certificates and/or additions thereto which it has issued.

The Commission, the Member States and the other notified bodies may, on request, obtain a copy of the EC-type examination certificates and/or additions thereto. On request, the Commission and the Member States may obtain a copy of the technical documentation and the results of the examinations carried out by the notified body. The notified body shall keep a copy of the EC-type examination certificate, its annexes and additions, as well as the technical file including the documentation submitted by the manufacturer, until the expiry of the validity of the certificate.

(9) The manufacturer shall keep a copy of the EC-type examination certificate, its annexes and additions together with the technical documentation at the disposal of the national authorities for 10 years after the product has been placed on the market.

(10) The manufacturer's authorised representative may lodge the application referred to in point 3 and fulfil the obligations set out in points 7 and 9, provided that they are specified in the assignment.

1.1.2.4 Module F - Conformity to type based on product verification

(1) Conformity to type based on product verification is the part of a conformity assessment procedure whereby the manufacturer fulfils the obligations laid down in points 2, 5.1 and 6, and ensures and declares on his sole responsibility that the products concerned, which have been subject to the provisions of point 3, are in conformity with the type described in the EC-type examination certificate and satisfy the requirements of the legislative instrument that apply to them.

(2) Manufacturing

The manufacturer shall take all measures necessary so that the manufacturing process and its monitoring ensure conformity of the manufactured products with the approved type described in the EC-type examination certificate and with the requirements of the legislative instrument that apply to them.

(3) Verification

A notified body chosen by the manufacturer shall carry out appropriate examinations and tests in order to check the conformity of the products with the approved type described in the EC-type examination certificate and with the appropriate requirements of the legislative instrument.

The examinations and tests to check the conformity of the products with the appropriate requirements shall be carried out, at the choice of the manufacturer either by examination and testing of every product as specified in point 4 or by examination and testing of the products on a statistical basis as specified in point 5.

(4) Verification of conformity by examination and testing of every product

All products shall be individually examined and appropriate tests set out in the relevant harmonised standard(s) and/or technical specifications, or equivalent tests, shall be carried out in order to verify conformity with the approved type described in the EC-type examination certificate and with the appropriate requirements of the legislative instrument. In the absence of such a harmonised standard, the notified body concerned shall decide on the appropriate tests to be carried out. The notified body shall issue a certificate of conformity in respect of the examinations and tests carried out, and shall affix its identification number to each approved product or have it affixed under its responsibility.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

The manufacturer shall keep the certificates of conformity available for inspection by the national authorities for 10 years after the product has been placed on the market.

5. Statistical verification of conformity

a) The manufacturer shall take all measures necessary so that the manufacturing process and its monitoring ensure the homogeneity of each lot produced, and shall present his products for verification in the form of homogeneous lots.

b) A random sample shall be taken from each lot according to the requirements of the legislative instrument. All products in a sample shall be individually examined and appropriate tests set out in the relevant harmonised standard(s) and/or technical specifications, or equivalent tests, shall be carried out in order to ensure their conformity with the applicable requirements of the legislative instrument and to determine whether the lot is accepted or rejected. In the absence of such a harmonised standard, the notified body concerned shall decide on the appropriate tests to be carried out.

c) If a lot is accepted, all products of the lot shall be considered approved, except for those products from the sample that have been found not to satisfy the tests.

The notified body shall issue a certificate of conformity in respect to the examinations and tests carried out, and shall affix its identification number to each approved product or have it affixed under its responsibility.

The manufacturer shall keep the certificates of conformity at the disposal of the national authorities for 10 years after the product has been placed on the market.

d) If a lot is rejected, the notified body or the competent authority shall take appropriate measures to prevent that lot's being placed on the market. In the event of the frequent rejection of lots the notified body may suspend the statistical verification and take appropriate measures.

(6) Conformity marking and declaration of conformity

a) The manufacturer shall affix the required conformity marking set out in the legislative instrument, and, under the responsibility of the notified body referred to in point 3, the latter's identification number to each individual product that is in conformity with the approved type described in the EC-type examination certificate and satisfies the applicable requirements of the legislative instrument.

b) The manufacturer shall draw up a written declaration of conformity for each product model and keep it at the disposal of the national authorities, for 10 years after the product has been placed on the market. The declaration of conformity shall identify the product model for which it has been drawn up.

c) A copy of the declaration of conformity shall be made available to the relevant authorities upon request.

d) If the notified body referred to in point 3 agrees and under its responsibility, the manufacturer may also affix the notified body's identification number to the products.

(7) If the notified body agrees and under its responsibility, the manufacturer may affix the notified body's identification number to the products during the manufacturing process.

(8) Authorised representative

The manufacturer's obligations may be fulfilled by his authorised representative, on his behalf and under his responsibility, provided that they are specified in the assignment. An authorised representative may not fulfil the manufacturer's obligations set out in points 2 and 5.a.

1.1.2.5 Module G - Conformity based on unit verification

(1) Conformity based on unit verification is the conformity assessment procedure whereby the manufacturer fulfils the obligations laid down in points 2, 3 and 5, and ensures and declares on his sole responsibility that the product concerned, which has been subject to the provisions of point 4, is in conformity with the requirements of the legislative



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

instrument that apply to it.

(2) Technical documentation

The manufacturer shall establish the technical documentation and make it available to the notified body referred to in point 4. The documentation shall make it possible to assess the product's conformity with the relevant requirements, and shall include an adequate analysis and assessment of the risk(s). The technical documentation shall specify the applicable requirements and cover, as far as relevant for the assessment, the design, manufacture and operation of the product. The technical documentation shall, wherever applicable, contain at least the following elements:

- a) a general description of the product,
- b) conceptual design and manufacturing drawings and schemes of components, sub-assemblies, circuits, etc.,
- c) descriptions and explanations necessary for the understanding of those drawings and schemes and the operation of the product,
- d) a list of the harmonised standards and/or other relevant technical specifications the references of which have been published in the Official Journal of the European Union, applied in full or in part, and descriptions of the solutions adopted to meet the essential requirements of the legislative instrument where those harmonised standards have not been applied. In the event of partly applied harmonised standards, the technical documentation shall specify the parts which have been applied,
- e) results of design calculations made, examinations carried out, etc., and
- f) test reports.

The manufacturer shall keep the technical documentation at the disposal of the relevant national authorities for 10 years after the product has been placed on the market.

(3) Manufacturing

The manufacturer shall take all measures necessary in order to ensure compliance of the manufactured products, manufacturing process and its monitoring including components certificates with the technical documentation referred to in point 2 and with the requirements of the legislative instruments applicable also with components certificates.

(4) Verification

A notified body chosen by the manufacturer shall carry out appropriate examinations and tests, set out in the relevant harmonised standards and/or technical specifications, or equivalent tests, to check the conformity of the product with the applicable requirements of the legislative instrument, or have them carried out. In the absence of such a harmonised standard and/or technical specification the notified body concerned shall decide on the appropriate tests to be carried out.

The notified body shall issue a certificate of conformity in respect of the examinations and tests carried out and shall affix its identification number to the approved product, or have it affixed under its responsibility

The manufacturer shall keep the certificates of conformity at the disposal of the national authorities for 10 years after the product has been placed on the market.

(5) Conformity marking and declaration of conformity

- a) The manufacturer shall affix the required conformity marking set out in the legislative instrument and, under the responsibility of the notified body referred to in point 4, the latter's identification number to each product that satisfies the applicable requirements of the legislative instrument.
- b) The manufacturer shall draw up a written declaration of conformity and keep it at the disposal of the national authorities for 10 years after the product has been placed on the market. The declaration of conformity shall identify the product for which it has been drawn up.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

c) A copy of the declaration of conformity shall be made available to the relevant authorities upon request.

(6) Authorised representative

The manufacturer's obligations set out in points 2 and 5 may be fulfilled by his authorised representative, on his behalf and under his responsibility, provided that they are specified in the assignment.

1.1.2.6 Module PCA - Equivalent Conformity Based On Post-Construction Assessment

1. Conformity based on post-construction assessment is the procedure to assess the equivalent conformity of a product for which the manufacturer has not assumed the responsibility for the product's conformity with this Directive, and whereby a natural or legal person referred to in Article 19(2), (3) or (4) of **Directive 2013/53/EU** who is placing the product on the market or putting it into service under his own responsibility is assuming the responsibility for the equivalent conformity of the product. This person shall fulfill the obligations laid down in points 2 and 4 of Annex V of Directive and ensure and declare on his sole responsibility that the product concerned, which has been subject to the provisions of point 3 of Annex V, is in conformity with the applicable requirements of Directive.

2. The person who is placing the product on the market or putting it into service shall lodge an application for a postconstruction assessment of the product with a notified body and must provide the notified body with the documents and technical file enabling the notified body to assess the conformity of the product with the requirements of of Directive 2013/53/EU and any available information on the use of the product after its first putting into service.

The person who is placing such a product on the market or putting it into service shall keep these documents and information at the disposal of the relevant national authorities for 10 years after the product has been assessed on its equivalent conformity in accordance with the post-construction assessment procedure.

3. The notified body shall examine the individual product and carry out calculations, tests and other assessments, to the extent necessary to ensure that the equivalent conformity of the product with the relevant requirements of of Directive 2013/53/EU is demonstrated.

The notified body shall draw up and issue a certificate and a related report of conformity concerning the assessment carried out and shall keep a copy of the certificate and related report of conformity at the disposal of the national authorities for 10 years after it has issued these documents.

The notified body shall affix its identification number next to the CE marking on the approved product or have it affixed under its responsibility.

In case the assessed product is a watercraft, the notified body shall also have affixed, under his responsibility, the watercraft identification number as referred to in point 2.1 of Part A of Annex I of Directive 2013/53/EU, whereby the field for the country code of the manufacturer shall be used to indicate the country of establishment of the notified body and the fields for the unique code of the manufacturer assigned by the national authority of the Member State to indicate the postconstruction assessment identification code assigned to the notified body, followed by the serial number of the postconstruction assessment certificate. The fields in the watercraft identification number for the month and year of production and for the model year shall be used to indicate the month and year of the post-construction assessment.

4. CE marking and EU declaration of conformity

4.1. The person who is placing the product on the market or putting it into service shall affix the CE marking and, under the responsibility of the notified body referred to in Section 3 of Annex V of Directive, the latter's identification number to the product for which the notified body has assessed and certified its equivalent conformity with the relevant requirements of Directive.

4.2. The person who is placing the product on the market or putting it into service shall draw up an EU declaration of conformity and keep it at the disposal of the national authorities for 10 years after the date the post-construction assessment certificate has been issued. The declaration of conformity shall identify the product for



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

which it has been drawn up.

A copy of the EU declaration of conformity shall be made available to the relevant authorities upon request.

4.3. In the case the assessed product is a watercraft, the person who is placing the watercraft on the market or putting it into service shall affix to the watercraft the builder's plate described in point 2.2 of Part A of Annex I of Directive, which shall include the words 'post-construction assessment', and the watercraft identification number described in point 2.1 of Part A of Annex I of Directive 2013/53/EU, in accordance with the provisions set out in Section 3 Annex V of Directive.

5. The notified body shall inform the person who is placing the product on the market or putting it into service of his obligations under this post-construction assessment procedure.

1.1.3 Agreement Stage

For the product certification service to be realized, CE700 Application Form for Conformity Assessment According to Recreational Craft Directive shall be used and a quotation including the scope of service to be provided shall be communicated to the request holder. New applications shall be processed by NB HO in accordance with the 6140/K Procedure for Evaluation and Acceptance of Service Requests. This evaluation is recorded to CE700 2013 53 EU Conformity Assessment Application Form with OT103 Risk Assessment Form as attachment. Following the conformation of the request holder, CE702 Contract for Conformity Assessment Services According to Recreational Craft Directive is mutually signed. Addition to the contract; CE703 Product Certification Program is mutually signed. CE703 2013/53/EU Product Certification Program is maintained on TL website in order to inform clients before contract.

TL HO ensures that customer declares to take the responsibility of drawing up and preparing technical file and of having the certificates of requested equipments for in case contract is signed for A1 module.

2. Conformity Assessment Process

Conformity assessment stages are as follows;

2.1 Technical Operation (TO)

Technical operation consists of workshop examination, tests and inspections. Some parts of technical operations might be realised by subcontracter.

The surveyor(s) in charge who is/are appointed by PM carry out necessary inspections, controls and witness tests in accordance with the Directive, Harmonized Standards, related check lists and reports.

Manufacturer is responsible for affixing the CE marking before starting any technical operations.

2.2 Manufacturing Site Examination Operation (MSEO)

All necessary audits for manufacturing facilities is carried out by PM or the surveyor(s) in charge who is/are appointed by PM in accordance with the directive and harmonized standards with CE704 Checklist. Some parts of this operation might be subcontracted.

After having this audit with positive result, this result can be used for another similar product(s) for one year period for same manufacturing site(s).

In all cases, all necessary audits for manufacturing facilities will be carried out again for the new manufacturing site(s).

2.3 Technical Documentation Review Operation (TDRO)

If required by the regarding module to be applied, in case technical documentation is provided by the manufacturer, PM examines the conformity of the Technical File and forwards the considered necessary plans, projects, calculations and documents to the PAE for review. GT105 CE_ Recreational Craft Technical File Checklist is used.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

2.4 Review and Certification Operation (RO)

Review operation consists of examination of test results, inspection results, technical documentation, results of the quality system audits and evaluation of other necessary documents. Review operation is performed by Directive Responsible. Review operation cannot be subcontracted.

Certification decision based on the review of technical and other documentation evaluation, test, inspection and quality system audit results is taken by Directive Responsible.

If the certification decision based on the review is not positive, TL notifies the applicant of the decision not to grant certification and its reasons in written clearly and in details.

2.5 Operation Issuing Conformity assessment certificate(CCO)

If the certification decision taken by Directive Responsible as a result of review is positive, proper certificate will be issued by TL and delivered to the manufacturer.

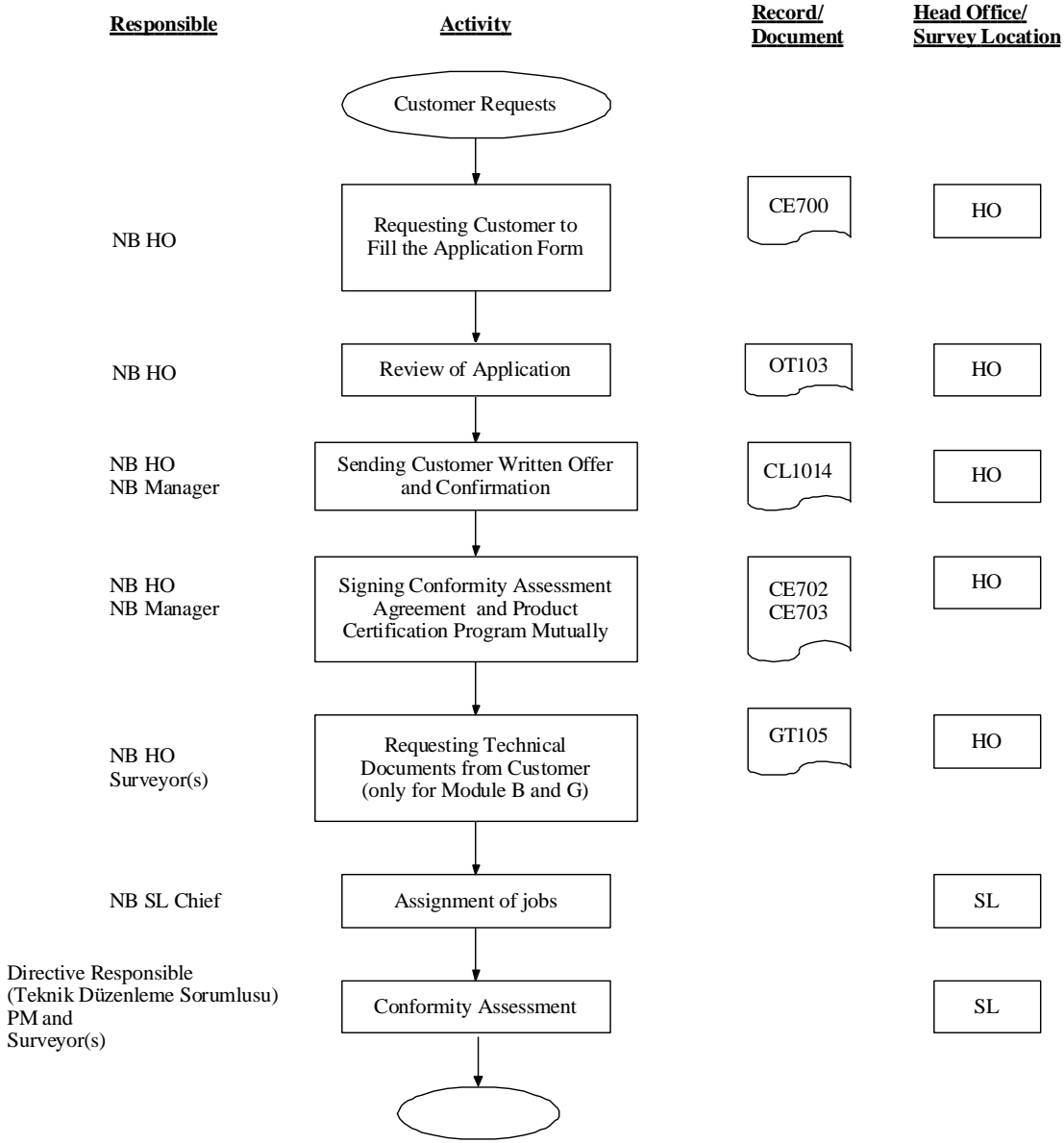
In case significant revisions that affects the certificate such as revision of company, conversion ect, TL HO gets in contact with manufacturer and items 5.1 to 5.4.5 will be followed again.

All necessary stages of conformity assessment are given in flow chart item 2.6 according to each module.



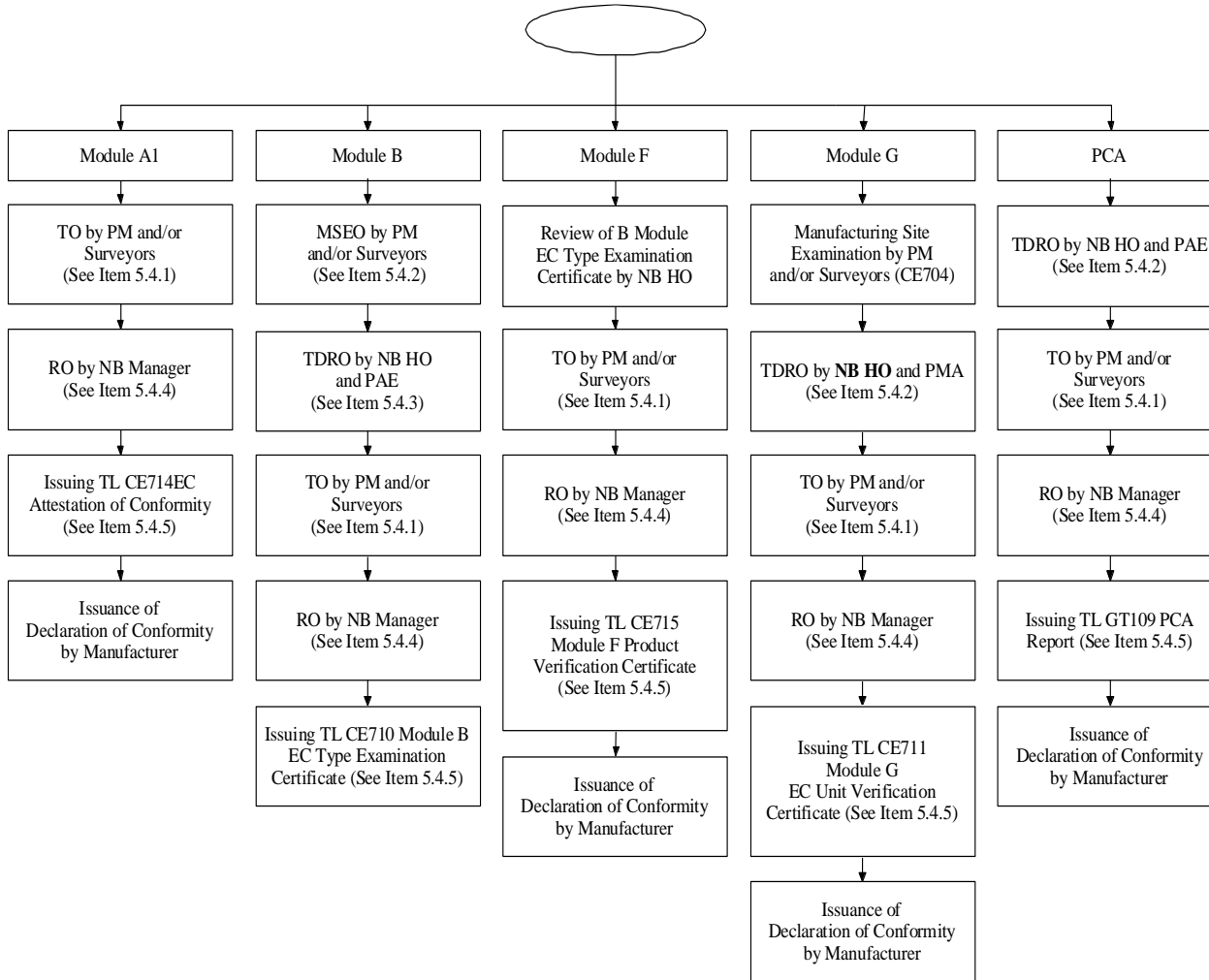
PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

2.6 Flow Chart





PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE





PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

V. GENERAL CONDITIONS

1. Türk Loydu's Liabilities

Türk Loydu shall perform necessary inspections during the manufacture of product according to Conformity Assessment Procedures.

Türk Loydu shall supervise the tests of product in accordance with related standards.

Türk Loydu shall examine and approve the technical file and other documents.

Türk Loydu shall perform quality system audits if applicable according to Conformity Assessment Procedures

Türk Loydu shall issue EC Certificates of Conformity if product confirms the related Directive and standard(s).

Türk Loydu may subcontract the technical operations (test, examinations and quality system audits) part of conformity assessment service if required. In this case Türk Loydu shall inform the Client about the Subcontractor.

When the certification scheme introduces new and revised requirements that affect the manufacturer, Türk Loydu shall ensure these changes are communicated to manufacturer.

2. Manufacturer's and Sequentially Client's Liabilities

2.1 Manufacturer shall provide the product to comply with the essential requirements of the related directive and harmonized standards mentioned on directive. Where the standards have not been applied, the solutions adopted by the manufacturer have to meet the essential requirements of the Directive.

2.2 Manufacturer shall provide preparing and submitting of Technical File for Module B, G and PCA and all other necessary documents might be requested by TL for review and approval. Approval of technical File which will be prepared by Manufacturer is not need for other Modules.

2.3 Manufacturer should provide a written declaration that the same application has not been lodged with any other notified body. (for Module B only)

2.4 Manufacturer hereby undertakes to follow Certification Scheme supplied by TL.

2.5 Manufacturer shall provide one personnel for assisting the Türk Loydu Surveyor during the inspections.

2.6 Client is responsible for establishing and maintaining safe working conditions in accordance with applicable safety standards and for providing TL surveyors with safe access to sites and assistance during construction, testing and trials. The safe working conditions mean, spaces are to be sufficiently clean and free from water, scale, dirt, oil residues; gas freed, illuminated and prepared for the surveyor to examine the structure in a safe way (permanent staging, boat etc.) and that similar measures are taken for the maintenance of healthy and safe working conditions. For safe access to confined spaces, oxygen concentration must read 20.6% min- 22% max and combustible gas concentration must read 5% LEL max. The customer is obliged to measure the gas concentration in the confined space with a calibrated instrument and inform TL accordingly. TL personnel shall comply with Client's safety procedures to the extent such procedures are communicated to such personnel. If TL personnel feel the proposed working conditions are unsafe they may refuse to attend the work site. TL cannot be held responsible for any delay or economic damage related to aforesaid.

2.7 Manufacturer undertakes providing all sorts of help to Türk Loydu surveyors with their duties and allow entrance of Türk Loydu surveyors to manufacturing, inspection, testing and storage locations for inspection purposes, to provide all the necessary information, especially the quality system documents, inspection reports and test and calibration data and quality records such as qualification and training records of the personnel concerned, to inform Türk Loydu if and when changes that affect product quality occurs; such as changes in production conditions, product requirements, manufacturing location and QMS and to return the original document if and when the document is cancelled by Türk Loydu.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

2.8 Manufacturer shall inform Türk Loydu in case of any modification on product that may affect the conformity.

2.9 Manufacturer shall inform at least one week before the inspection to be performed by Türk Loydu.

2.10 Manufacturer shall prepare EC Declaration of Conformity for product.

2.11 Manufacturer shall affix CE marking on to the product in accordance with related Directive. In case of affixing TL distinguishing number according to the Module, TL distinguishing number is 1785. This number has to be written on the right side of CE symbol. TL distinguishing number has to be the same height and the same thickness of CE symbol. There has to be a blank one character between CE symbol and TL distinguishing number.

2.12 Manufacturer shall conform to the provisions of related Directive, 4703 numbered Law Relating To The Preparation and Implementation of The Technical Legislation of The Products, Regulation Relating to Market Surveillance and Inspections of Products and Regulation on The Affixing and Use of The CE Conformity Marking on The Product.

2.13 Manufacturer shall not use CE marking out of its purpose and in inappropriate way. If CE marking is used out of purpose or in inappropriate way Client could be exposed to any penalty according to the above mentioned Law and Regulation.

2.14 Manufacturer shall not give false and misleading data and documents related with product certified by Türk Loydu.

2.15 Manufacturer shall take action for the non-conformities and demonstrate to TL.

3. Complaint and Appeals

During and after the conformity assessment services, customers have the right to raise appeals for TL's decisions and submit their complaints to TL by using complaint form located at <https://turkloydu.org/en-us/customer-support-services/contact-with-us/complaints-and-appeals.aspx> or by e-mail to info@turkloydu.org.

All complaints and appeals submitted to TL are recorded and evaluated in accordance with related internal procedure.6530/K Customer Complaints Handling Procedure and appeals are handled in accordance with 6270/K Procedure for Evaluation of Appeals by Appeals Committee which works in accordance with ÇE-02 Working Principles of Appeals Committee.

All complaints and appeals will be kept confidential by Türk Loydu. Türk Loydu do not share with third parties except accreditation body. In case of legal obligation, Türk Loydu always inform customer before.

4. Suspension of Certification

TL controls the continuity of the conformity at certain intervals if required by the module. The certificate is suspended not exceeding three months beginning from the decision date of Directive Responsible in case below circumstances are occurred;

- In case CE Conformity Mark is used out of its extent and in inappropriate ways by the manufacturer,
- In case confirmation of complaints directed to the manufacturer or its authorized representative made known to it relating to compliance with certification requirements and not taking any appropriate actions by the manufacturer or its authorized representative with respect to any deficiencies found in products that may affect compliance with the certification requirements
- In case false and misleading information and documents are obtained for the certified product,
- In case it's requested by Ministry which is acting as the authorized and market surveillance body,
- Upon request of the certificate holder,
- In case the contract is infringed to an extent that the termination of certificate is not required,
- In case there are nonconformities determined during the audit that are not rectified within the period set,



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

- In case it's determined that the requirements or legal legislations (Example; Occupational Health Legislation) within the scope of audit except for the standards are not fulfilled,
- In case the company makes written request with reasonable grounds,
- In case of Misuse of TL product certificate and certificate mark
- In case the product certification rules are not fulfilled,
- In case the certificate fees are not paid,
- In case TL is not notified about the significant changes made in the company organization,
- In case the product manufacturing is not applied in the way that it's documented and audited,
- In case the situations which may have adverse affects to the product manufacturing are detected by TL.

Situation requiring the dispatch of notice that can lead to suspension	Days of notice prior to suspension
Manufacturer's wish to suspend	None
TL determines that the product is hazardous	None
Breach of the Standard for a non-safety related matter	Max. 30 days
Non-payment of charges to TL	Max. 30 days
Failure to meet other provisions of the licensing agreement	Max. 60 days
Mandatory conformity with new requirements in relation to revision of a standard	Max. 60 days

Company is notified about suspension of certification and cancellation of suspension in written by CE705 Information on Change of Conformity Certificate Status. Decision for suspension of certification is taken by Directive Responsible. TL extends the suspension period for just once at most 3 months. Also upon the company's request providing reasonable grounds, the product certificate may be suspended not exceeding 6 months by TL. The use of TL product certificate and certificate logo (TL mark) shall be ceased in case the certification is suspended.

Entire or a part of the certification scope may be suspended. Suspension of certification is announced on TL web site. If it's determined that the certification is being used in advertisement purposes during the suspension period, the termination period of suspension is started.

5. Cancellation of Suspension

Companies of which the certificates are suspended according to item 4, notifies TL in written that the reasons for suspension are removed. TL performs an audit in the company to confirm that the reasons for the suspension are removed. The type, extent and duration of the audit for cancellation of suspension are identified according to the reasons of the suspension of certification. However the duration cannot be less than periodical audit time, more than re-assessment duration. If the conformity of the company is verified after the audit, suspension of the product certificate is cancelled according to this procedure. If the reasons for suspension are not removed, the provisions in item 6 is to be applied.



PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

6. Termination of Certification and Its Results

Certification is terminated in case the below situations occur:

- The owner of the certification does not accept the suspension provisions in item 5.6.1,
- The owner does not remove the reasons of the suspension.

In case the certification is terminated, the owner of the certification shall fulfill the below obligations:

- The use of TL product certificate and certificate logo shall be ceased.
- All kinds of rights in scope of the terminated product certificate shall be abdicated.
- Charges for the unpaid product certificates shall be paid.

The certificate owner shall remove the product certificate logo from all its correspondences and advertisement material within a month following the termination of the certificate. Otherwise TL;

- Announces in various media organs that the related company uses the certificate illegally by violating the agreement,
- Takes juridical proceedings to remove the pecuniary loss and intangible damages that may be occur because of this.

In case of the termination of the certificate, within the scope of Regulation for Market Surveillance and Inspection of Products published in 16.02.2005 dated and 25729 numbered Official Gazette, TL informs other notified bodies, Ministry authorized about Recreational Crafts Directive in Turkey about that the certificate and all authorities of the company are terminated.

7. Changes in TL Product Certification System

TL is obliged to announce the significant changes that may occur in TL product certification system (standard, procedures or rules) as soon as possible to the companies with TL product certificates to make required arrangements at the end of a determined transition period. For this purpose, tools such as web site, e-mail etc. are used. Notification about the changes occurred in the rules, certificate logo and use of certificate is made to the certified customers by TL after the views of the stakeholders are received, evaluated and those changes are entered into force.

8. List of CE Certified Products

List of the products certified by TL is published on www.turkloydu.org. As a minimum requirement, manufacturer's name, certificate number, certificate date, certificate validity date, product name and description are indicated on this list.

9. Confidentiality

All documents and knowledges, which are obtained during product certification processes by Türk Loydu, will be kept strictly confidential. Türk Loydu do not share with third parties except Ministry or accreditation body. In case of legal obligation, Türk Loydu always inform customer before.



TÜRK LOYDU

PRODUCT CERTIFICATION PROGRAM acc. to RECREATIONAL CRAFT and PERSONAL WATERCRAFT DIRECTIVE

Design Category :

Module :

Product(s) :

Date:

*Manufacturer or Autorised Representative or Responsible Person
or Applicant*

[Redacted]

Name

[Redacted]

Title

[Redacted]

Sign

Address

[Redacted]

**TÜRK LOYDU UYGUNLUK
DEĞERLENDİRME HİZMETLERİ A.Ş.**

**New Building Division Project Manager
Manager**

**Evliya Çelebi Mah. Tersaneler Cad. No: 26/1
34944 Tuzla-İSTANBUL / TÜRKİYE**