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| **OFFICE OF THE COMMUNICATIONS AUTHORITY** |
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| **Application for Recognition of Foreign \*Testing laboratory / Certification Body by OFCA** |
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| **PART A :** | **PARTICULARS OF DESIGNATING AUTHORITY** |
| 1. Name of Designating Authority: |  |  |
| 2. Correspondence Address : |  |  |
|  |  |  |
| 3. Name and Title of Contact Person : |  |  |
| 4. Tel. No. : |  |  |
| 5. Fax. No. : |  |  |
| 6. Email Address : |  |  |
|  |  |  |
| **PART B :** | **PARTICULARS OF \* TESTING LABORATORY / CERTIFICATION BODY**  |
| 1. Name of \*Testing Laboratory / Certification Body : |   |  |
| 2. Mail Address : |  |  |
| 3. Physical Address : |  |  |
| 4. Name and Title of Contact Person : |  |  |
| 5. Tel. No. : |  |  |
| 6. Fax. No. : |  |  |
| 7. Email Address : |  |  |
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| **PART C :** | **ACCREDITATION INFORMATION** |
| Name of Accreditation Body : |  |  |
| Address :  |  |  |
| Website :  |  |  |
|  |
|  | Accredited to ISO/IEC 17025 | Date of Expiry : |  |  |
| Date of issue : |  |  |
|  | Accredited to ISO/IEC 17065 | Date of Expiry : |  |  |
| Date of issue : |  |  |
| Please specify the HKCA specifications and/or type acceptance criteria for which the recognition is sought : |
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| **PART D :** | **CHECKLIST OF DOCUMENTS SUBMITTED** |
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|  | Covering letter from Designating Authority |
|  | Certificate of accreditation to ISO/IEC 17065with scopes of accreditation |
|  | Certificate of accreditation to ISO/IEC 17025 with scopes of accreditation  |
|  | Contractual agreement with an ISO/IEC 17025 accredited testing laboratory |
|  | A copy of auditing and surveillance procedures |
|  | A copy of certification procedures |
|  | A copy of assessment report or executive summary of the report from accreditation body |
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| **PART E :** | **AUTHORISATION OF DESIGNATING AUTHORITY** |
|   |
|  Name : |  |  Position Held : |  |  |
|  Signature : |  |  Date : |  |  |
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| Notes :🞎 Tick where appropriate; \* Delete whichever is inapplicable. |