

Comtest Laboratories Pty Ltd

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Guide to ACMA Labelling Requirements for Telecommunications Customer Equipment (A-tick)

The regulatory process for suppliers is defined in the ACMA **Telecommunications Labelling Notice** which is available via Comtest's web site (www.comtest.com.au) by selecting the "Links" tabs. The labelling details are found in the section "**Form and Placement of labels, marks and information**".

For larger CPE devices (not cabling products or cables), the device should be labelled as follows:

COMPLIANT DEVICES



Australian Business Name (Address optional) **or**
Personal Name & Address In Australia **or**
ACN Number **or**
ARBN Number **or**
Australian Registered Trade Mark **or**
Australian Supplier Code Number

Minimum height of logo : 3mm
Minimum height of characters : 1mm

The A-tick must have the details of the Australian Supplier who is defined as an:

- Australian Manufacturer, or
- Australian Importer, or
- Australian Agent (Agency agreement must be in place with international company)

This information is required by the Australian Government to ensure there is traceability back to an Australian supplier if the product is subject to investigation, audit or recall.

For further information contact:

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The Suppliers Code Number is provided by the Australian Communications and Media Authority to the Australian Supplier. The application form for the Australian Suppliers Code Number is found in the Telecommunications Labelling Notice which is available via Comtest's web site (www.comtest.com.au) then select "Links" tabs.

The Labels must be:

- In English; and
- Legible (characters at least 1mm high); and
- Durable; and
- Not easily removed; and
- Placed on an external surface (or one readily accessible to the user).
If this option is not available (eg. item too small), the labelling must be placed on the packaging **and** the documentation supplied with the item.

Placement of labels on items:

- A label must be applied to a surface of an item that is readily accessible.
- A label must be applied to the external surface of the packaging used for an item, the label must:
 - occupy an area that is greater than 1% of that external surface; **and**
 - be clearly visible.
- For customer equipment, if it is not practicable to apply the label to the surface of the equipment because of the size or physical nature of the equipment, the label must be applied:
 - to the external surface of the packaging used for the equipment; **and**
 - to the documentation that accompanies the equipment when it is supplied to a user.
- For customer cabling, if it is not practicable to apply the label to a surface of the cabling because of the size or physical nature of the cabling, the label must be applied to the external surface of the packaging used for the cabling.

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This is in addition to the other compliance information, including :

- Electrical Authority approval numbers;
- International marking where,
- Model or Part Numbers,
- Serial Numbers (if applicable).

It is recommended that the Telecommunications Labelling Notice be read prior to taking action to prepare suitable labels.

Comtest has soft copies of the new ACMA compliance logos. Please contact us via email or by fax to obtain copies if required.

Comtest Laboratories can assist with all steps in the process including NATA accredited testing and preparing the compliance folder.