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GCC Standardization Organization

GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

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Modification history:

Revision No	Date	Responsible	Object of modification
00	31/10/2016	Ibrahim Al-Hashaf	First issue
01	31/08/2018	Ibrahim Al-Hashaf	▪ § Chapter 0: Refer to NP 01 for the valid definitions ▪ § Chapters 2, 3, 4 and 5: Split the requirements about the use of GCTS for certificate and product ▪ § Chapters 3.2 and 5.2: Enhance the description of the mechanism of suspension, withdrawal and termination for Notified Bodies and for certificates as well ▪ § Chapter 4.2: Develop the acceptable scenarios for affixing the GCTS on the product
02	21/05/2019	Ibrahim Al-Hashaf	▪ Add "Foreword" dealing with the transitional period regarding the use of new GCTS for products ▪ § Chapter 0: Remove unnecessary duplicated definitions ▪ § Chapter 3.2: Alignment with the provisions given in NP-01 ▪ § Chapter 4.1: Updated to new configuration of GCTS for Products ▪ § Chapter 4.2.3: Reference to the ID of the Notified Body removed ▪ § Chapter 4.2.4: Table 1: Updated with images of new GCTS for product ▪ § Chapter 4.3: Fig. 5a, Fig. 5b, Fig. 6, Fig. 7, Fig. 8a, Fig. 8b updated with images of new GCTS for product ▪ § Chapter 5: Fig. 9 updated with images of new GCTS for product

GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

Foreword:

For all products covered by certificates issued **before May 1st, 2019** the previous configuration of the GCTS for products, i.e. including the Notified Body identification number (see fig. 0), can still be used on newly manufactured products until:

- the expiry date of the certificate if the expiry date > December 31st, 2020,
- December 31st, 2020 if the expiry date ≤ December 31st, 2020

For any remaining stock of products manufactured before these dates, the Economic Operator may continue to place the products on the market provided the goods are in conformity to the GSO Technical Regulations.

Following renewal after the expiry date and considering the above condition, it is mandatory to update the GCTS to the new configuration downloaded from GSO Conformity Tracking System on any newly manufactured products.

If the Economic Operator wishes to update the GCTS on the products to the new format before the renewal of the certificate ("running change"), they may do so on voluntary basis and shall contact the Notified Body issuing the certificate to obtain the new GCTS in electronic format as generated by the GSO Conformity Tracking System.

Fig.0: Configuration of the previous GCTS for Products

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GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

0 – Definitions

For the implementation of the rules of this procedure, the following definitions apply:

- ✓ Notified body

  The body designated in accordance with the rules of this procedure to provide conformity assessment services contained in the adopted GCC technical regulations, within a specific technical regulation, or a specific list of products, risks or categories of products in accordance with this procedure.
- ✓ Gulf Conformity Marking

  A specific marking of the Cooperation Council for the Arab States of the Gulf which is affixed on the product or/and the Declaration of Conformity to indicate that the product is in conformity with the requirements set out in the applicable Gulf Technical Regulations.
- ✓ Manufacturer

  Any natural or legal person who manufactures a product, design or mandates another natural or legal person to do it, and then markets it under its own name or under its own trademark.
- ✓ Authorized Representative

  A natural or legal person based in one of the Member States who has received a written mandate from a Manufacturer to act on his behalf.
- ✓ Importer

  Any natural or legal person within one of the Member states who places a product on the market from a third country outside the Member states
- ✓ 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 Operator

  This includes Manufacturer, Authorized representative, Importer, and Distributor.
- ✓ GSO Certificate Tracking System

  An electronic system in which all products bearing the Gulf conformity marking, that subject to the notified body, are registered.
- ✓ GSO Conformity Tracking Symbol (GCTS)

  A symbol provided by the GSO, consisting of the Gulf Conformity Marking, with three-digits notified body number, located below it, and the QR Code. This symbol is generated by GSO Certificate Tracking System

GSO- Rules for the Use of the GSO Conformity Tracking Symbol (GCTS)

1 – General provisions

1.1 The GSO Conformity Tracking Symbol (GCTS) shall be displayed in the appropriate form only; the size and color are detailed in this documents.

1.2 Notified Bodies and Manufacturers shall base all reproductions of the GCTS only from master versions available as a download from the GSO certificate tracking system and formatted according to these rules. The design formats shown in this document are for illustration only, and not for any reproduction. Change of design or appearance of the master version of the GSO Conformity Tracking Symbol is in all cases strictly prohibited.

2 – GSO Conformity Tracking Symbol (GCTS) for Certificates

2.1 Configuration

The GCTS for Certificates is composed by 3 elements as shown in figure 1:

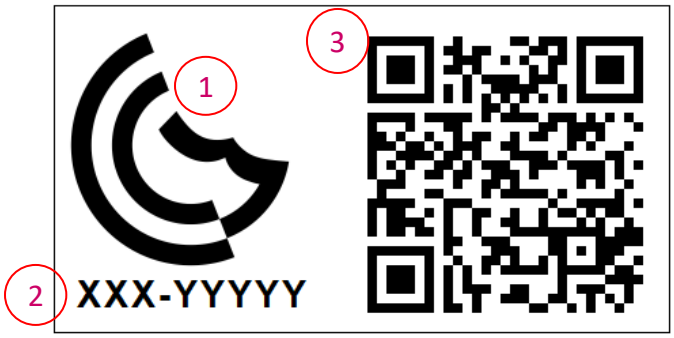
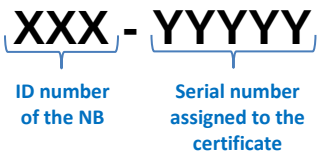


Fig. 1: Configuration of the GCTS for Certificates

1. Gulf Conformity Marking (G-Mark logo):

2. Certificate tracking number:



3. The QR Code tracking the certificate:

2.2 Location

The Notified Body shall download the GCTS that is generated by the GSO Certificate Tracking System and place it at least in the first page of the certificate to be readily available for the verification of the certificate by competent authorities in the GSO member states.

Any position in the certificate front page is acceptable, provided that all the requirements set by these rules are met.

2.3 Dimensions

2.3.1 GCTS for Certificates shall be downloaded from GSO Tracking System and placed on the first page of the relevant Certificate with a minimum width of 4 cm and a minimum height of 2.2 cm.

Fig. 2: Minimum dimensions of the GCTS for Certificates

2.3.2 Provided that the minimum dimensions are respected, the GCTS may be enlarged, but proportions shall be maintained.

2.3.3 The elements of the GCTS for Certificates shall be considered as a single entity for purposes of enlargement.

3 – Use of the GCTS for Certificates

3.1 General Conditions

3.1.1 It's highly recommended to use the GCTS for Certificates by the issuing Notified Bodies after the positive certification decision. The correct use and placement of the GCTS for Certificates is under the sole responsibility of the Notified Bodies.

3.1.2 The GCTS for Certificates shall not in any case be affixed on the products covered by the Certificate.

3.1.3 The GCTS for Certificates shall solely be used in such a way as to avoid misleading of false information about the conformity of products or about the notification status of the notified body.

3.1.4 Any use of the GCTS that might contravene the conditions of use laid down in these rules shall be referred immediately to the GSO.

3.1.5 The GCTS shall not be used in conjunction with the logo and/or brand and/or trademark of the notified body.

3.1.6 In the event that certificate is suspended, withdrawn, or terminated the notified body shall take all reasonable steps to inform the Economic Operator to immediately cease the use of the Certificate and the GCTS for products is deactivated.

3.1.7 The GCTS shall not be used in such a way as to imply that the GSO carries any responsibility for the activities carried out by the Notified Body under the scope of notification or the Economic Operator under the obligations within the GSO Technical Regulations.

3.2 Suspension, withdrawal and termination of Notified Body's certification activities

3.2.1 Upon suspension of a notified body by the GSO, the notified body shall immediately cease all certification activities and registration of certificates in GSO Certificate tracking system. In case of partial suspension related to a specific standard or category, the notified body shall immediately cease all certification activities and registration of certificates in GSO Certificate tracking system for the suspended standard or category.
The suspension shall remain in place until reinstatement or until the withdrawal of the Notified Body designation by the GSO. More clarifications about GSO decisions of notification statuses are provided in GSO Procedure for Designation of the Conformity Assessment bodies (NP-01)

3.2.2 Upon reduction of notification scope, withdrawal or termination of the designation, the Notified Body shall immediately cease issuing any Certificate bearing the GCTS. The Notified Body has the right of appeal as detailed in GSO Procedure for Designation of the Conformity Assessment bodies (NP-01).
Economic Operators affected by the withdrawal or termination of the designation of the Notified Body shall contact the GSO for necessary actions concerning their certifications.

4 – GSO Conformity Tracking Symbol (GCTS) for Products

GCTS for products are intended for competent authorities in GSO member states to check the validity of the relevant certificate at the first port of entry in the GCC common market. The validity of current GCTS for products is bound to the certificate validity and maintenance; therefore, it cannot be used to track the products during all their transfers and life on the market. Nonetheless, consumers and other interested parties are able to access the overview of the product verification online at any time.

4.1 Configuration (new GCTS for products active starting from April 2019)

The GCTS for Products is composed by two elements as shown in Fig. 4:

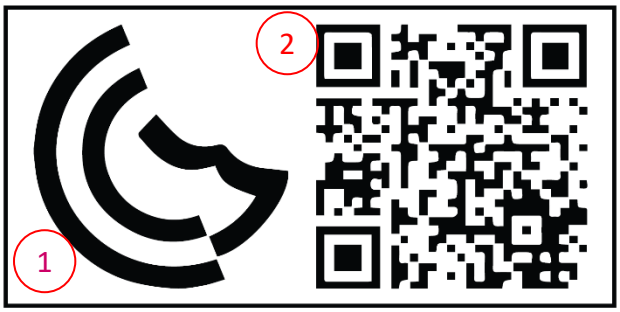


Fig. 4 Configuration of the new GCTS for Products

1. Gulf Conformity Marking (G-Mark logo):

2. The QR Code tracking the product:

NOTE:
For rules of transition from the previous configuration of the GCTS for products (including the ID number of the Notified Body issuing the certificate beneath the Gulf Conformity Marking logo) see Foreword.

4.2 Location

4.2.1 When required by the GSO Regulation(s) that are applicable to the product, the GCTS for products shall be affixed on the product body, the rating plate or product marking label; when the rating plate or label do not allow the addition of the GCTS for lack of space, it is allowed to affix the GCTS on the product body itself, provided the conditions of clause 5.1.1 below are met.

In any case, the GCTS shall be visible on the outside surface or under an easily accessible part, which means a part that can be accessed without the use of a tool (for example a removable cover or a door).

NOTE:
This requirement applies to the main body of the product and not to additional parts and accessories that might be added to the main body. For products formed by two or more main functional units identified by their independent plates, the GCTS shall be put on all units.

4.2.2 The GCTS for products shall also be affixed to the product packaging; in case there's more than one level of packaging the GCTS shall be affixed on all levels to be readily available for surveillance.

NOTE:

- *This requirement applies to the packaging of the main body of the product and not to additional parts and accessories that might be packed in separate packages/boxes.*
- *Shipping cartons used to package multiple units of the same or different products during transport or storage may not bear the GCTS, but the manufacturer may affix the marking on the cartons on voluntary basis for easier tracking.*

4.2.3 When the dimensions and/or nature of the product do not allow to affix the GCTS as defined in the requirement of clause 4.2.1, the GC marking (G-Mark logo) alone is acceptable; if this is not possible, the complete GCTS on the packaging alone is enough.

4.2.4 GC marking (G-Mark logo) or complete GCTS for products can be put on the instruction manual accompanying the products on a voluntary basis.

Case	On product (4.2.1)	On packaging (4.2.2)	On accompanying documents (4.2.4)
1. Product dimensions and/or nature allow marking of GCTS			Optional: Optional:
2. Product dimensions not allowing marking of complete GCTS			Optional: Optional:
3. Product not possible to be marked at all	--		Optional: Optional:

Table 1 – Case scenarios

4.3 Dimensions and color settings

4.3.1 The GCTS for products shall meet the minimum dimensions as shown in Fig. 5a and 5b:

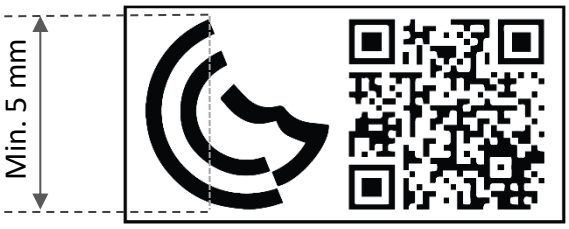


Fig. 5a: GCTS for products, horizontal layout

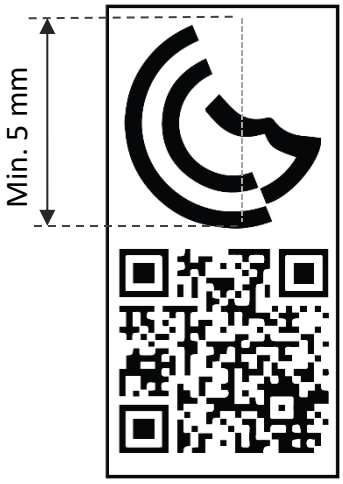


Fig. 5b: GCTS for products, vertical layout

4.3.2 The Gulf Conformity (GC) marking forming part of the GCTS for products shall be in accordance with the requirements of the relevant Gulf Technical Regulation for conformity marking for the GCC Countries "BD09100501", and shall have a minimum height of 5 mm as shown in Fig. 6:

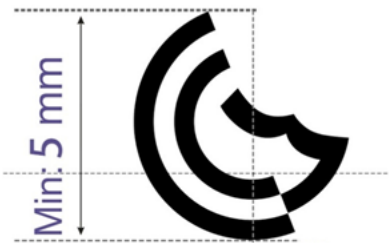


Fig. 6: GC Marking, minimum dimensions

4.3.3 Provided that the minimum dimensions are respected the GCTS may be enlarged, but proportions shall be maintained.

4.3.4 The elements of the GCTS for products shall be considered as a single entity for purposes of enlargement or reduction as shown in Figure 7.

Fig. 7: Enlargement or reduction of the GCTS for Products

4.3.5 GCTS may be reproduced in either black and white or in a color scheme providing enough contrast to ensure the QR code can be scanned, as detailed in this document. Alternatively, the GSO conformity tracking symbol may be printed or displayed in a single color, which is the predominant ink color, or in the case of a pre-printed packaging, the predominant ink color of the packaging, or the use of another single color, as shown in Fig 8-a and Fig 8-b.

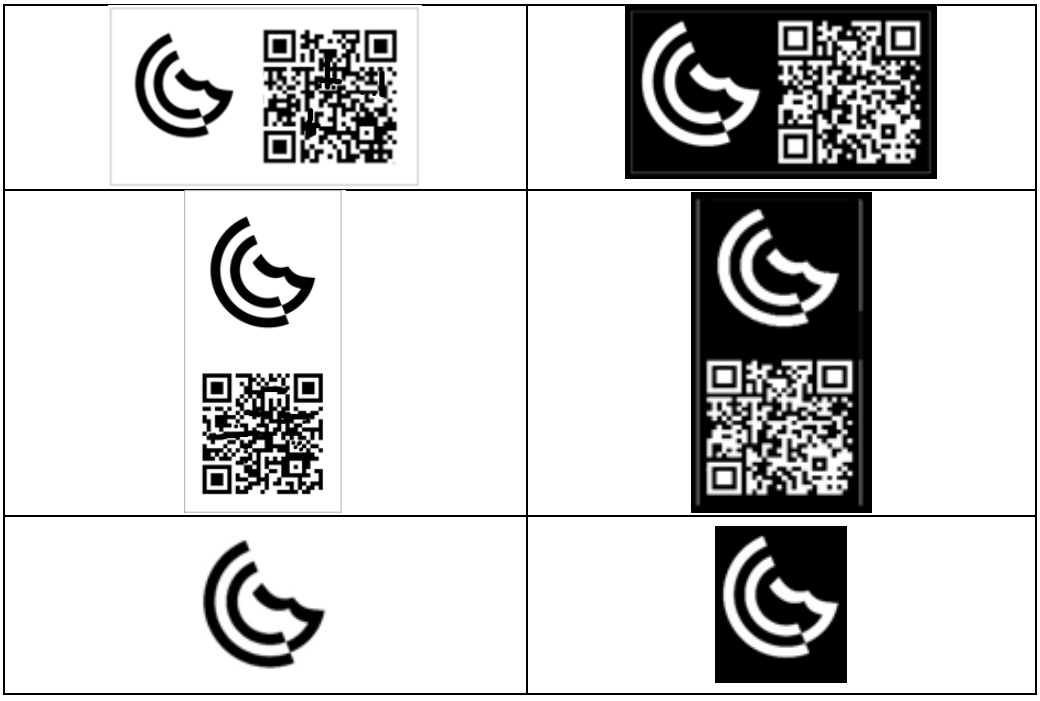


Fig 8-a: - (GCTS) positive and negative versions

Fig 8-b: - (GCTS) on background

5 – Use of the GCTS for Products

5.1 General Conditions

5.1.1 GCTS in accordance with clauses 4.1, 4.2 and 4.3 shall be visible, legible, permanent (indelible and/or not easy to remove) and readable by a scanner or reader application of a smartphone.

5.1.2 Before putting products in the GCC market, the GCTS of product shall be linked to a valid and active certificate under the GSO Scheme. Following the certificate issuance and its approval by GSO, the GCTS of product shall be supplied by the Notified Body to the Economic Operator in electronic versions obtained from the GSO certificate tracking system.

5.1.3 GCTS shall not be used in conjunction with the logo/mark of the notified body, or the logo/mark of the manufacturer, or any other picture or logo that could be misleading. No other images or writings shall be overlapping with the GCTS or compromise its visibility and readability.

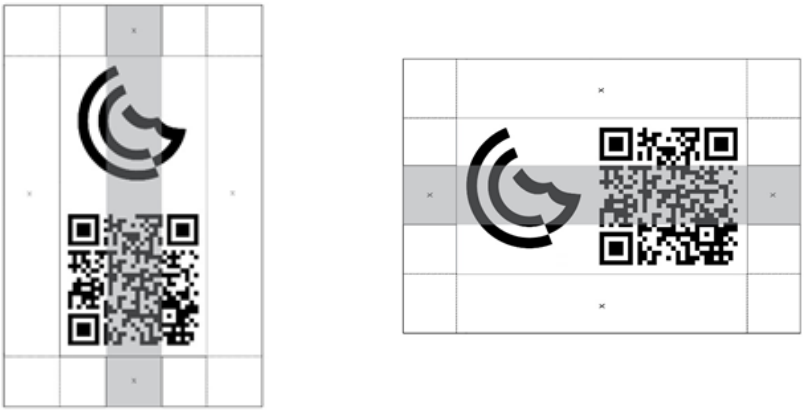


Fig 9: - (GCTS) clear space

5.1.4 GCTS for products shall be affixed on each manufactured unit under the sole responsibility of Certificate holder; Notified Bodies provide the Certificate holder with the GCTS for products and inform him about their correct placement and use, as stipulated in this document.

5.1.5 GCTS shall not be used in such a way to mislead or falsify conformity in any manner.

5.1.7 Any use of the GCTS that might contravene the conditions of use laid down in this document shall be referred immediately to GSO.

5.1.8 GCTS shall not be used in such a way as to imply that the GSO accepts responsibility for activities carried out under the scope of the Notified Body or the obligations of the Economic Operator.

5.1.9 Where the GCTS is reproduced electronically the user shall ensure that infilling does not occur and degradation and/or distortion of GCTS graphic is avoided.

5.2 Suspension, Withdrawal, Termination, Expiry of Certificates

5.2.1 When the certificate covering the products marked with the GCTS is suspended or withdrawn by the Notified Body the economic operator shall immediately cease to use the GCTS.

5.2.2 In case of suspension, the GCTS may be used again only when the Notified Body confirms in writing that all the issues are resolved, and the certificate has been re-activated.

5.2.3 In case of withdrawal, termination or expiry of the certificate the certificate holder shall immediately cease to use the relevant GCTS until a new certificate is issued and approved by the Notified Body.