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उत्पाद मैन्युअल

शिशु हेतु स्नान साबुन की विशिष्ट
IS 10523:2014 के अनुसार

PRODUCT MANUAL FOR
Baby Toilet Soap– Specification
ACCORDINGTO IS 10523: 2014

विभिन्न उत्पादों के लिए भारतीय मानक ब्यूरो (अनुरूपता मूल्यांकन) विनियम, 2018 की योजना- I के तहत प्रमाणन के संचालन में अभ्यास और पारदर्शिता के संचालन में पारदर्शिता सुनिश्चित करने के लिए इस उत्पाद मैनुअल का उपयोग सभी क्षेत्रीय / शाखा कार्यालयों और लाइसेंसधारियों द्वारा संदर्भ सामग्री के रूप में किया जाएगा। दस्तावेज़ का उपयोग बीआईएस प्रमाणन लाइसेंस/प्रमाणपत्र प्राप्त करने के इच्छुक संभावित आवेदकों द्वारा भी किया जा सकता है।

This Product Manual shall be used as reference material by all Regional/Branch Offices & licensees to ensure uniformity of practice and transparency in operation of certification under Scheme-I of Bureau of Indian Standards (Conformity Assessment)Regulations,2018 for various products. The document may also be used by prospective applicants desirous of obtaining BIS certification.

1.	मानक संख्या **IS No.**	:	IS 10523:2014
	शीर्षक **Title**	:	Baby Toilet Soap - Specification शिशु हेतु स्नान साबुन की विशिष्टि
	संशोधनों की संख्या **No. of amendments**	:	NIL
2.	नमूना दिशानिर्देश **Sampling Guidelines**		
a)	कच्चा माल **Raw material**	:	Baby Toilet soaps shall contain ingredients as per Clause 4.2 of IS 10523:2014 Note: This section indicates the requirements for raw material (if specified in the IS) for which compliance is to be established during Grant of Licence/Change in Scope of Licence/Factory Surveillance
b)	समूहीकरण दिशानिर्देश **Grouping Guidelines**	:	Not Applicable
c)	नमूने का परिमाण **Sample Quantity**	:	500 g Note: This section indicates the quantity of the sample of the product and/or the raw material (if applicable), required to be sent to the laboratory for testing, for the purpose of Grant of Licence/Change in Scope of Licence/ Factory Surveillance (in case of market surveillance, effort may be made to procure the required quantity of product sample, as far as possible since raw material sample may not be available in market)

3.	**परीक्षण उपकरणों की सूची** **List of Test Equipment**	:	Please refer to Annex-A
4.	**निरीक्षण और परीक्षण की स्कीम** **Scheme of Inspection and Testing**	:	Please refer to Annex- B
5.	**एक दिन में संभावित परीक्षण** **Possible tests in a day**		
	All tests except Freedom from Grit Note: This section is for the guidance of BIS Certification Officers/Technical Auditors of BIS Authorized Outside Surveillance Agencies (OSAs) during factory inspection to provide ready reference regarding the tests which can be witnessed during the inspection in the factory by the officer/auditor.		
6.	**लाइसेंस का दायरा /Scope of the Licence:**		
	IS 10523:2014 के अनुसार मानक मुहर का उपयोग करने के लिए लाइसेंस निम्नलिखित कार्यक्षेत्र के लिए प्रदान किया जाता है Licence is granted to use Standard Mark as per IS 10523:2014 with the following scope:		
	Name of the product	Baby Toilet Soap– Specification	

BUREAU OF INDIAN STANDARDS
MANAK BHAVAN,9, BAHADUR SHAH ZAFAR MARG,
NEW DELHI-110002

ANNEX – A

LIST OF TEST EQUIPMENTS

(INDICATIVE LIST, FOR GUIDANCE ONLY)

Sl No.	Test Used in with Clause Reference	Test equipment
1	Total fatty matter, Clause 4.3, and Table 1	1. Sulphuric Acid 2. Ethyl Ether 3. Acetone 4. Methyl Orange Indicator 5. Steam bath 6. Distillation Assembly 7. Air Oven 8. Analytical balance 9. Hot plate 10. Stop watch 11. Glasswares such as separating funnel, conical flask, Measuring cylinder, etc.
2	Moisture and Volatile Matter (at 105C), Clause 4.3, and Table 1	**Oven Method** (i) Analytical Balance (ii) Air Oven (iii) Petri Dishes of 6-8cm diameter and 2-4 cm depth (iv) Stopwatch **Distillation Method** (i) Dear and Stark Apparatus as per Fig 1 of IS 286 which consists of Distillation Flask, Condenser, receiver Heating Mantle and Copper wire. (ii) Potassium Dichromate- Sulphuric acid cleaning solution (iii) Xylene/Toluene
3	Matter Insoluble in alcohol, Clause 4.3, and Table 1	1. Phenolphthalein Indicator 2. Ethyl Alcohol 3. Reflux condenser 4. Steam bath 5. Filter Paper 6. Air oven 7. Gooch Crucible
4	Matter insoluble in water, Clause 4.3, and Table 1	1. Ethyl Alcohol 2. Filter Paper 3. Air oven 4. Gooch Crucible 5. Hot plate 6. Distilled water 7. Digital Balance
5	Free caustic alkali, Clause 4.3, and Table 1	1. Phenolphthalein Indicator 2. Ethyl Alcohol 3. Standard Sulphuric Acid/ Standard Hydrochloric Acid 4. Standard Sodium Hydroxide 5. Barium Chloride 6. Filter Paper 7. Air oven 8. Gooch Crucible 9. Digital Balance

6	Chlorides, Clause 4.3, and Table 1	1. Calcium Nitrate 2. Methyl Orange Indicator 3. Nitric Acid 4. Potassium Chromate Indicator 5. Silver Nitrate 6. Calcium Carbonate or Magnesium Carbonate
7	Free carbonated alkali, Clause 4.3, and Table 1	1. Volumetric Carbonate Apparatus 2. Glass Beads 3. Hydrochloric Acid 4. Sodium Hydroxide 5. Barium Chloride 6. Magnesium Chloride 7. Phenolphthalein Indicator 8. Methyl Orange Indicator 9. Trichlorobenzene 10. Ethyl Alcohol 11. Steam Bath 12. Counterpoised Filter Paper/ Gooch or sintered Crucible/ 13. Air oven
8	Freedom from rosin, Clause 4.3, and Table 1	1. Acetic Anhydride 2. Sulphuric Acid 3. Test Tubes
9	Freedom from grit, Clause 4.3, and Table 1	1. Running Tap Water
10	Nickel content, Clause 4.3, and Table 1	1. Sodium Hydroxide 2. Hydrochloric Acid 3. Dimethyl Glyoxime 4. Ethyl Alcohol 5. Saturated Bromine Water 6. Liquor Ammonia 7. Steam Bath 8. Paraffin Wax 9. Filter Paper
11	Iron content, Clause 4.3, and Table 1	1. Spectrophotometer 2. Liquor Ammonia 3. Sulphuric Acid 4. Citric Acid 5. Thioglycolic Acid 6. Standard Iron Solution (Ferric Ammonium sulphate) 7. Methyl Red Indicator 8. Steam Bath 9. Paraffin Wax 10. Filter Paper
12	Copper (as Cu) contents, Clause 4.3, and Table 1	1. Spectrophotometer 2. Zinc Dibenzyl Dithiocarbamte Solution 3. Standard Copper Solution 4. Hydrochloric Acid 5. Steam Bath 6. Paraffin Wax 7. Filter Paper 8. Suphuric Acid 9. Carbon Tetrachloride

ANNEX B

SCHEME OF INSPECTION AND TESTING

1. QUALITY ASSURANCE PLAN

1.1 It is expected that manufacturers (licensees/applicants) will implement a Quality Assurance Plan i.e. a plan of regular testing and in-process controls, designed to ensure that the product bearing the Standard Mark conforms to all requirements of the Indian Standard.

1.2 The manufacturers shall define a Quality Assurance Plan defining the control unit (i.e. lot/batch etc.) and the levels of control (i.e. the frequency and number of samples for conducting the different tests as per the Indian Standard) and submit the same to BIS Branch Office for information. The manufacturer shall comply with the same and maintain test records in accordance with para 2.4.

1.3 **RECOMMENDED LEVELS OF CONTROL/CONTROL UNIT**:

1.3.1 For the guidance of manufacturers, the recommended definition of control unit is : Entire quantity of the Baby Toilet Soap produced in a batch at a time.

1.3.2 For the guidance of manufacturers in preparing the Quality Assurance Plan, recommended levels of control are given in **Table 1**.

1.3.3 The manufacturer shall ensure inspection and testing as per the Quality Assurance Plan submitted by them on the whole production of the factory which is covered by this plan. Alternatively, the manufacturer has the option of adherence to the quality plan as per levels of control recommended in column 3 of Table 1.

1.4 However, all manufacturers shall ensure compliance of their products to all the requirements of the Indian Standard.

2. ENSURING COMPLIANCE THROUGH TESTING- It is expected that manufacturers (licensees/applicants) will establish a suitably equipped and staffed in house laboratory (In house testing facility) for testing at least those parameters of the Indian Standard which require routine testing for ensuring quality of the product. This includes in-process controls as may be defined and put in place by the manufacturer and testing parameters/requirements which can only be performed in the factory.

2.1 For the guidance of manufacturers, Table 1 giving the recommended levels of control is given below. Column 2 of Table 1 indicates routine tests where test equipment is required in house as “R” or other tests which can be subcontracted as “S”. Subcontracting is permitted to BIS recognized/empanelled laboratory or any other laboratory having valid NABL accreditation as per IS/ISO/IEC 17025.

2.2 For MSME manufacturers, the requirement of maintaining a laboratory/in-house testing facility for routine tests (indicated as “R” in Column 2 of Table 1) is also optional.

2.2.1 MSME manufacturers may utilize common cluster based facilities as per guidelines for the utilization of cluster based test facilities by MSMEs or the provisions of Sharing of testing facilities or get testing done from BIS recognized/empaneled laboratory or any other laboratory having valid NABL accreditation as per IS/ISO/IEC 17025.

2.3 **Large Scale manufacturers shall maintain an in-house laboratory equipped at least with test facilities for routine tests (indicated as "R" in Column 2 of Table 1)**, where different tests given in the specification shall be carried out in accordance with the method given in the specification**.** They shall also implement a calibration plan for the in-house test equipment.

2.3.1 Alternatively, in lieu of an in-house laboratory, large scale manufacturers can also utilize the provisions of Sharing of testing facilities as per the Guidelines for Grant of Licence available on BIS website www.bis.gov.in. (Under Conformity Assessment>Product Certification Process). Even for subcontracted tests, provisions for sharing of testing facilities can be utilized.

2.4 **TEST RECORDS**- The manufacturers maintaining an in-house laboratory or utilizing common cluster based facilities or shared test facilities shall maintain test records for the tests carried out to establish conformity. For the tests being subcontracted to BIS recognized/empanelled laboratory or any other laboratory having valid NABL accreditation as per IS/ISO/IEC 17025, test reports issued by the laboratories shall be available for inspection by BIS.

3. PACKING AND MARKING - The Standard Mark as given in the Schedule of the licence shall be incorporated legibly and indelibly on each package provided always that the material so marked conforms to each requirement of the specification.

3.1 Packing and Marking shall be done as per the Indian Standard.

3.2 **Additional Marking requirements**: The material shall also be marked with the following additional requirement on each package.

a) "For BIS certification details please visit www.bis.gov.in"

4. REJECTION - All the production which conforms to the Indian Standard and covered under the scope of this licence shall be marked with the Standard Mark. Disposal of non-conforming product shall be done in such a way so as to ensure that there is no violation of provisions of BIS Act, 2016.

TABLE 1
(ONLY FOR GUIDANCE PURPOSE)

TEST DETAILS				Test equipment requirement R: required (or) S: Subcontracting permitted	LEVELS OF CONTROL		REMARKS
Clause	Requirements	Test Method			No. of Samples	Frequency	
		Clause	Reference				
4.1	Description	4.1	IS 10523	R	one	Each control Unit	Firm to have adequate in-process controls to check compliance of this parameter as given in the Indian Standard. However, appropriate records shall be maintained by the manufacturer for evidence of conformity
4.2	Ingredients	4.2	IS 10523	R	one	Each consignment	
4.3	Total fatty Matter	16	IS 286	R	one	Each Control Unit	
4.3	Moisture & Volatile Matter	5.2	IS 286	R	one	Each control Unit	
4.3	Matter Insoluble in Alcohol	6	IS 286	R	one	Each control Unit	
4.3	Matter Insoluble in Water	8	IS 286	R	one	Each control Unit	
4.3	Free Caustic alkali as Sodium Hydroxide	7	IS 286	R	one	Each control Unit	
4.3	Chloride as Sodium Chloride	11	IS 286	R	one	Each control Unit	
4.3	Free Carbonated alkali	28	IS 286	R	one	Each control Unit	
4.3	Freedom From Rosin	23	IS 74	R	one	Each control Unit	
4.3	Freedom from Grit	Annex-B	IS 10523	R	one	Once in a week	
4.3	Nickel Content	Annex-C	IS 10523	R	one	Each control Unit	
4.3	Iron Content	Annex-D	IS 10523	R	one	Each control Unit	
4.3	Copper (as Cu)	Annex-	IS 10523	R	one	Each control Unit	

	Contents	E					