



उत्पाद मैनुअल
आई एस 550 (भाग 1): 2022 के अनुसार
तिजोरियां
के लिए

दस्तावेज संख्या - पी एम/आई एस 550 (भाग 1)/3/ अगस्त 2024

भारतीय मानक ब्यूरो की स्कीम-I (अनुरूपता मूल्यांकन) विनियम, 2018 के तहत यह उत्पाद मैनुअल प्रमाणीकरण के प्रचालन में रीति और पारिश्रिता की सुसंगतता सुनिश्चित करने के लिए सभी क्षेत्रीय/शाखा कार्यालयों और लाइसेंसी द्वारा संदर्भ सामग्री के रूप में उपयोग किया जाएगा। बीआईएस प्रमाणीकरण लाइसेंस/ प्रमाणपत्र प्राप्त करने के इच्छुक भावी आवेदकों द्वारा भी इस दस्तावेज का उपयोग किया जा सकता है।

**PRODUCT MANUAL FOR
SAFES
ACCORDING to IS 550 (Part 1): 2022**

Document No.- PM/IS 550 (Part 1)/3/August 2024

This Product Manual shall be used as reference material by all Regional/Branch Offices & licensees to ensure coherence 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 licence/certificate.

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PRODUCT MANUAL FOR SAFES ACCORDING TO IS 550 (Part 1):2022

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1.	Product	:	IS 550 (Part 1): 2022
	Title	:	Safes
	No. of Amendments	:	One
2.	Sampling Guidelines:		
a)	Raw material	:	As per Clause 6, 8 and Table 3
b)	Grouping guidelines	:	Please see ANNEX - A
c)	Sample Size	:	As per Clause 12.1 of IS 550 (Part 1): 2022
3.	List of Test Equipment	:	Please refer ANNEX – B
4.	Scheme of Inspection and Testing	:	Please refer ANNEX – C
5.	Possible tests in a day :		
	(i) Dimensions and Sizes Cl 5		
	(ii) Construction and Workmanship Cl 8		
	(iii) Painting Cl 10		
6.	Scope of the Licence:		
	“Licence is granted to use Standard Mark as per IS 550 (Part 1):2022 with the following scope:		
	Name of the product	Safes	
	Class	E/D/ C/ CC/ CCC/ BB/ A/ A+/ AA/ AAA/ X	
	Type	Double Door/ Single Door	
	Sizes (Up to and including)		

ANNEX - A

GROUPING GUIDELINES

1. Safes as per IS 550 (Part 1): 2022 are classified as per the following:
 - Class: E, D, C, CC, CCC, BB, A, A+, AA, AAA and X
2. For considering GoL/ CSoL, Safe with highest Size from each Class shall be tested for all requirements to include all lower sizes in that Class, provided the material of parts of Safe and manufacturing process remains same.
3. However if Safes with Double Door are tested, Safes with Single Door having corresponding sizes and lower may also be covered.
4. The Manufacturer shall declare Sizes of the various Classes of Safes they intend to cover in the Licence along with the respective nominal weight. Subsequent changes in sizes falling within already covered size range of various classes, shall also be informed to BIS along with in-house test reports of all such sizes of safes.
5. The Scope of Licence may be restricted based on the Manufacturing and Testing capabilities of the Manufacturer.
6. During the operation of Licence, it shall be ensured that all the varieties covered in the Licence are tested in rotation, to the extent possible.

ANNEX- B**List of Test Equipment***Major test equipment required to test as per the Indian Standard*

Sl. No.	Tests used in with Clause Reference	Test Equipment
1.	Dimensions and Sizes Cl 5& Table 1 Construction and Workmanship Cl 8	Steel Scale
		Measuring Tape
		Vernier Calliper
		Micro Meter
		Try Square
		Degree Protector
		Weight Bridge
		Wire Gauge
2.	Painting Cl 10	Coat Meter
3.	Cross Hatch Test Cl 10.1	Sharp Metal Pointer, Transparent adhesive tape not less than 20 mm width
4.	Burglary resistance test, 12.1	Common Hand Tools, Impact Tools etc. and equipment as per IS 550 (Part 2)
5.	Fires endurance test, Cl. 12.1	Equipment as per IS 550 (Part 3)
6.	Fire and impact test, Cl. 12.1	Equipment as per IS 550 (Part 3)

The above list is indicative only and may not be treated as exhaustive.

ANNEX - C

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. Batch 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 below.

1.3 RECOMMENDED LEVELS OF CONTROL/CONTROL UNIT:

1.3.1 Control Unit: For the guidance of manufacturers, the recommended definition of Control unit is quantity of Safes of same Class manufactured in one week..

1.3.2 Levels of Control: 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 sub-contracted 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) also is 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. LABELLING AND MARKING – As per the requirement of IS 550 (Part 1): 2022. In addition, Size, Serial Number (different from identification number of key) and nominal declared weight of safe shall also be marked.

The Standard Mark, as given in the Schedule of the licence, shall be marked on each Tube provided always that the product thus marked conforms to all the requirement of the specification. In addition, the licence no. CM/L-_____ and details of BIS website shall be marked at an appropriate place on product or package as follows: “For details of BIS certification please visit www.bis.gov.in”.

4. REJECTION - All the production which conforms to the Indian Standard and covered under scope of the licence shall be marked with 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

(1)				(2)	(3)		
Test Details				Test equipment requirement R: required (or) S: Sub-contracting permitted	Levels of Control		
Cl.	Requirement	Test Method			No. of Sample	Frequency	Remarks
		Clause	Reference				
6	Material	6, 8, Table 3	IS 550 (Part 1)	S	One	Each consignment	No testing is required if the material is ISI Marked or accompanied with a test certificate. The critical quality parameters of the materials used for the components shall be declared by the manufacturer at the time of type approval and records of details of material shall be maintained for conformity during routine production

8	Locks						
	Key Locks	8.6.1	IS 550 (Part 1) IS 17566	S	One	Each consignment	No testing is required if the material is ISI Marked or accompanied with a test certificate.
	Mechanical Combination locks	8.6.2	IS 550 (Part 1) IS 16723	S	One	Each consignment	No testing is required if the material is ISI Marked or accompanied with a test certificate.
	Lock bolt engagement	8.6.4	IS 550 (Part 1)	R	One	Each control unit	---
8	Provision for retrofitting of time lock	8.6.5	IS 550 (Part 1)	R	One	Each control unit	---
5	Dimensions	5.1, 5.2, Table 2	IS 550 (Part 1)	R	One	Each control unit	---
	Weight	Sl. no. vi of Table 2	IS 550 (Part 1)	R	Each safe		---
8	Construction and workmanship, electronic Lock	8.1 to 8.5, 8.6.3, 8.7 to 8.8	IS 550 (Part 1)	R	One	Each control unit	---
9	Internal fixture	9	IS 550 (Part 1)	--	One	Each control unit	---
10	Painting	10	IS 550 (Part 1)	R	One	Each control unit	---
	Cross hatch test	10.1	IS 550 (Part 1)	S	One	Once in a month	---

12	Test for conformity						
	Burglary Resistance	12.1 to 12.5	IS 550 (Part 1) IS 550 (Part 2)	S	One	Four years for each class	These test are considered as type test and shall be carried out for initial approval of design or when any subsequent change in the design of the safes (including change in nominal declared weight). These tests shall also be carried out once in four years in such a manner that each class of safe for which the approval has been obtained is tested at least once in 4 years
	Fire Endurance*	12.1 to 12.3, 12.5	IS 550 (Part 1) IS 550 (Part 3)	S	One	Four years for each class	
	Fire and Impact*	12.1 to 12.3, 12.5	IS 550 (Part 1) IS 550 (Part 3)	S	One	Four years for each class	
	(* as applicable)						