



केन्द्रीय मुहर विभाग - III

हमारा संदर्भ- केन्द्रीय मुहर विभाग-३/१६: भा.मा. १४२०३

०४ मई २०२३

विषय: अनुपालन हेतु गाइडलाइन

सभी शाखा कार्यालयों से आग्रह है कि संलग्न गाइडलाइन का अनुपालन तत्काल प्रभाव से सुनिश्चित करें।

(राकेश कुमार)
वैज्ञानिक 'डी' (के मु वि III)

प्रमुख (के मु वि III)

सभी क्षेत्रीय/शाखा कार्यालय

CENTRAL MARKS DEPARTMENT-III

Our Ref: CMD-3/16: IS 14203

04 May 2023

Subject: Guidelines for implementation of revised Indian standard IS 14203: 2023- Fire resisting Record Protection Cabinets

This has reference to the subject mentioned above.

BOs may kindly ensure implementation of the attached guidelines with immediate effect.

(Rakesh Kumar)
Scientist D (CMD III)

Head (CMD - III)

Circulated to: All ROs/BOs

CENTRAL MARKS DEPARTMENT III

Our Ref: CMD-3/16: IS 14203

04 May 2023

Subject: Guidelines for implementation of revised Indian standard IS 14203: 2023- Fire resisting Record Protection Cabinets

1. IS 14203: 2017 has been revised and published as IS 14203: 2023. The last date for implementation of the revised Standard is 30 July 2023.
2. All BOs shall inform the Applicants and Licensees under their jurisdiction about implementation of the revised Standard **within a week of issuance of these guidelines and hold meeting with Licensee (Physical or virtual) to make them understood the compliance requirements required to implement the revised standard.**
3. The significant changes brought through this revision as listed in the Table below is given for the purpose of general guidance. BO shall ensure that the product conforms to all the requirements, as applicable, as per the revised standard.

Sl No.	Page No, Clause reference	Changes
1.	Page 1, Table under Material Clause (Cl. 5) (Table for guidance only)	Minimum tensile strength of steel for steel components has been specified now. Materials for handle and other fittings has been added.
2.	Page 2, Cl. 8.4	It has now been specified that Handles can be fixed or detachable.
3.	Page 2, Cl. 9.3	Number of shelves is to be provided as required by the purchaser, thereby giving more flexibility to address requirements of wide customer base

4. Consequent upon revision the Standard, existing Product Manual has been revised as Doc: PM/ IS 14203/ 3/ March 2023. In this revision, changes have been made in requirements of raw material, Grouping Guidelines and in SIT.
5. The guidelines for implementation of the revised standard is given below:

A. LICENSEES:

- (i) Licensee shall implement the revised Standard by 30 July 2023. **Any difficulty in implementation shall be brought to the notice of CMD III within 30 days of issuance of these guidelines.** BO shall ensure that no Licences are under operation without revised standard after 30 July 2023. The status of implementation of the revised standard shall be confirmed by Head (BO) to CMD-III within two weeks of the last date of concurrent running.
- (ii) Licensees shall review the steel used for steel components and change the same, if required, so as to meet the minimum tensile strength requirements as per the revised Standard. Licensees shall submit declaration on the material of steel components, handles and other fittings. Licensees shall also submit evidence of conformity in form of test certificates of Steel components, Handles and Other fittings, as per the revised Standard.

- (iii) Verification of implementation of the revised standard, wherever required, may be done during the next visit **which shall be completed within one month from the date of submission of compliance by licensee.**
- (iv) If the Licensee fails to complete all actions by 30 July 2023 it shall be dealt with as per the prevailing guidelines.

B. APPLICATIONS FOR GRANT OF LICENCE:

- (i) Existing Applications where Sample has been submitted in the Laboratory/Test Report has been issued by the Laboratory may be processed without considering revised standard. However, if the Applicant is desirous of considering the application with revised standard, a declaration may be obtained from the Applicant to that effect and the Application may be processed accordingly. An undertaking shall also be obtained from such Applicants that if the sample fails while considering the provisions of the revised standard, Licence will not be granted without revised standard.
- (ii) Applications which are recorded henceforth may be processed with or without revised standard. Processing of Applications without revised standard shall be permitted only up to 30 July 2023 and for such cases Applicant shall give a declaration that they will implement the revised standard by 30 July 2023.
- (iii) Beyond 30 July 2023 no Licence shall be granted without consideration of the revised standard.

C. CHANGE IN SCOPE OF LICENCE:

- (i) For change in scope of licence, the relevant provisions as given above for Applicants shall apply.
 - (ii) However, processing of such applications for change in scope of licence without revised standard shall be permitted only upto the date of implementation of the revised standard by the licensee or up to 30 July 2023 whichever is earlier.
6. The above guidelines come into force with immediate effect.

(Rakesh Kumar)
Scientist D

Head (CMD III)
DDG (Certification)