

BIS CRS MANUFACTURING GUIDELINES

Official Plant Setup, Sample Preparation, and Regulatory Compliance Manual under the Bureau of Indian Standards Compulsory Registration Scheme

1. Executive Summary & Regulatory Framework

The Bureau of Indian Standards (BIS) operates the **Compulsory Registration Scheme (CRS)** based on the BIS (Conformity Assessment) Regulations. Under this scheme, manufacturers of designated electronic and information technology products must register their products before launching them in the Indian market.

Compliance requires manufacturers to strictly adhere to specific Indian Standards (IS), perform product testing in BIS-recognized laboratories, maintain highly documented technical files, and establish robust in-house quality control workflows.

2. Critical Requirements for the Manufacturing Unit

To qualify for a BIS CRS license, the manufacturing location must satisfy the following core operational criteria:

- **Factory Infrastructure Proof:** The plant must provide clear, legally valid documentation of local business registration, factory licenses, and proof of manufacturing operations at the exact physical address submitted.
- **Technical Competency:** The facility must employ qualified technical personnel capable of understanding specific product architectures, Critical Components Lists (CCL), and relevant Indian Standard (IS) requirements.
- **In-House Traceability:** The plant must possess an active end-to-end trace system tracking raw components down to the finished serial-numbered batch.

3. Sample Preparation & Testing Standards

Before submitting compliance applications, product units selected for safety validation must be handled according to strict protocols:

- **Sample Integrity:** Test units must represent production-line ready models, complete with enclosure, internal wiring, layout, and safety components matching commercial mass production.
- **Critical Component List (CCL) Lockdown:** Key elements such as internal power supplies, transformers, fire-retardant enclosures, PCBs, and batteries must already hold individual component approvals (such as IEC or BIS certification) where applicable.
- **Testing Windows:** Samples must be directly dispatched to a BIS-Recognized laboratory. Test reports generally remain valid for a maximum window of 90 days from issuance until the final submission to the portal.

4. Step-by-Step BIS CRS Compliance Process Flow

The standard operational lifecycle to obtain and maintain an active R-Number includes the following phases:

Phase	Action Item	Key Compliance Output
Phase 1	Standard Mapping & Identification	Confirm correct IS Code & product definitions.
Phase 2	Authorized Indian Rep (AIR) Setup	Nominate local legal representative (for foreign plants).
Phase 3	Lab Testing & Coordination	Generation of formal safety test reports.
Phase 4	Portal Submission & Payment	Uploading technical dossiers and government fee clearance.
Phase 5	Grant & Post-Market Operations	Issuance of R-Number and market surveillance monitoring.

5. Packaging and Marking Guidelines

Upon successful grant of the R-Number, products cannot clear Indian Customs or go on sale without meeting exact physical labeling conditions:

- **Standard Mark Display:** The standard BIS monogram must be legibly printed directly on the product's main rating label, or alternatively on the individual packaging box if space constraints restrict placement.
- **Text Architecture:** The marking must state '*Self-Declaration - Conforming to IS....., R-XXXXXXXX*' utilizing a highly visible font.
- **Dynamic Linkages:** The R-number must exactly link back to the specific manufacturing plant layout and model configurations approved by the authorities.

6. Renewal and Continuous Surveillance

A BIS CRS registration remains valid for a baseline duration of **2 Years**. Renewal applications must be initiated at least 3 months prior to expiry. The bureau routinely exercises random market surveillance, pulling production lots from port shipments or retail markets to perform independent compliance cross-checks.