

**INFORMATION NOTICE – CERTIFICATION PROCEDURE FOR
FIXED ELECTRIC INSTANTANEOUS WATER-HEATING
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**INFORMATION NOTICE – CERTIFICATION PROCEDURE FOR PERSONAL
PROTECTIVE EQUIPMENT (PPE)**

1. INTRODUCTION

The purpose of this document is to present the guidelines regarding the process for contracting IPT OCP for the certification of Personal Protective Equipment (PPE), in accordance with Ordinance MTP No. 672 of November 8, 2021.

All technical information contained herein is established in Ordinance MTP No. 672 of November 8, 2021.

It is emphasized that the product certification model applies only to PPE that already have specific regulations published through the Annexes of Annex III-A and that are within their validity period. For PPE that do not yet have their own regulation, the evaluation rule based on test reports obtained through direct contracting of the laboratory remains in effect. Before initiating a process for obtaining/renewing/modifying a Certificate of Approval (CA), the manufacturer/importer must verify the type of PPE and its risk category to determine whether a specific regulation exists in the Annexes of Annex III-A prior to contracting an IPT OCP.

2. REQUIREMENTS

2.1. Normative Basis and Risk Category

Ordinance MTP No. 672, dated November 8, 2021, which regulates procedures, programs, and conditions related to occupational safety and health, establishes all technical procedures and requirements for the evaluation of Personal Protective Equipment (PPE).

Article 3 establishes that PPE must be designed and evaluated according to the technical requirements set forth in Annexes I, II, III, and III-A. Among the annexes mentioned in Article 3, the one applicable in this case is Annex III-A (General Regulation for Certification of Personal Protective Equipment – RGCEPI), which sets forth the requirements necessary for conformity assessment of PPE under the certification modality. This annex establishes the general rules for the certification of PPE, which apply to all equipment, in addition to the specific regulations associated with each type of risk, which are presented as annexes to Annex III-A.

According to Article 4 of Ordinance MTP No. 672/2021, the manufacturer/importer of the PPE is responsible for demonstrating the effectiveness of the equipment's protection prior to its commercialization in the national territory, in accordance with the requirements of the Regulation. Paragraph 1 highlights that, for evaluation purposes, PPE are classified according to the risk category against which they provide protection, as specified in Table 1 of Annex I.

Thus, PPE are classified into Categories I, II, and III, with Category I including minimal risks, Category II covering medium-intensity risks, and Category III corresponding to equipment for high-risk situations. Each category has a different level of conformity assessment rigor, conducted according to certification models, each with specific rules:

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- a) Category I:** conformity with type (Model 1a, as defined in Annex III-A);
- b) Category II:** conformity with type accompanied by supervised product control (Model 4, as defined in Annex III-A);
- c) Category III:** conformity with type accompanied by supervised product control and quality assurance of the production process (Models 1b, 5, or others defined in Annex III-A).

For each risk category, certification models are defined. The rules for Certification Models 1a, 1b, 4, and 5 are as follows:

Certification Model 1a – Single Assessment:

In this model, one or more samples of the equipment undergo conformity assessment activities, which may consist of testing, inspection, design evaluation, assessment of services or processes, among others. This model does not include a maintenance stage. Conformity assessment of the PPE is performed only once, and subsequent production items are not covered by the issued certificate of conformity.

Certification Model 1b – Batch Testing:

This model involves the certification of a batch of equipment. The number of units to be tested may correspond to a portion of the batch, randomly selected, or even the entire batch (100% testing). The certificate of conformity is limited to the certified batch.

Certification Model 4 – Initial Assessment plus Periodic Maintenance:

This model consists of initial testing of samples taken from the factory, followed by periodic maintenance assessments through sampling of equipment from the factory and/or from the market, alternately or in combination, for conformity assessment activities. The purpose of maintenance assessments is to verify whether items produced after the initial conformity attestation (issuance of the certificate) remain compliant. Maintenance may include periodic assessment of the production process.

Certification Model 5 – Initial Assessment plus QMS Audit and Periodic Maintenance:

This model consists of initial testing of samples taken from the factory, including an audit of the Quality Management System (QMS), followed by periodic maintenance assessments through sampling of equipment from the factory and/or from the market, for conformity assessment activities. The purpose of maintenance assessments is to verify whether items produced after the initial conformity attestation remain compliant. Maintenance includes periodic evaluation of the production process or QMS audit, or both.

2.2. Procedure

The certification process established in the RGCEPI must be conducted by a Certification Body (OCP). IPT OCP (OCP-0140) fully meets the requirements of item 6.1 of MTP Ordinance No. 672/2021, being characterized as a legal entity established under Brazilian law and accredited by the national accreditation body, CGCRE, for the specific scope of PPE certification. [Click here to consult our scope.](#)

IPT OCP will be responsible for conducting the entire process from start to finish—that is, from the sealing of samples to the issuance of the Certificate of Conformity.

Depending on the risk category in which the PPE under evaluation is classified, different assessment requirements apply to each certification model, as described in the previous section. Therefore, the steps of the certification process established in the RGCEPI are listed in Table 1 below

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according to the adopted certification model:

Table 1 – Stages by Certification Model

STAGES OF THE PRODUCT CERTIFICATION PROCESS		RISK CATEGORY			
		1	2	3	
		MODELS			
		1a	4	5	1b
Initial Assessment	Certification request	X	X	X	X
	Analysis of request and documentation	X	X	X	X
	Initial audit of QMS and production process			X	
	Initial tests	X	X	X	X
	Issuance of Certificate of Conformity	X	X	X	X
Maintenance Assessment	Surveillance audit of QMS and production process			X	
	Surveillance tests		X	X	
	Surveillance confirmation		X	X	
Recertification Assessment	Recertification evaluation		X	X	

2.2.1. Certification Request

To request EPI certification, the manufacturer/importer must submit to IPT OCP a formal application accompanied by the documents established in **IPT 18840 - SOLICITAÇÃO DE CERTIFICAÇÃO DE EPI**.

2.2.1.1 Instruction Manual

The instruction manual must accompany the smallest commercial packaging of the EPI, except in cases where electronic availability is permitted under the conditions set forth in Portaria MTP No. 672, of 2021.

The information and references contained in the EPI instruction manual or user information, regarding characteristics not included in the referenced standards, cannot be associated with the equipment's Certificate of Approval, nor may they lead the user to believe that such characteristics are covered by the certification process.

The instruction manual must be prepared in such a way that it also includes all technical

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information required by the applicable test standard. For this purpose, when completing IPT 18840 – EPI CERTIFICATION REQUEST, it is necessary to specify the applicable test standard so that verification of the manual’s compliance with the requirements of the applicable technical standard(s) can be performed.

2.2.1.2. Descriptive Report

The descriptive report of the EPI must contain, at a minimum:

- a) corporate name and CNPJ of the EPI manufacturer/importer (certification applicant);
- b) corporate name and CNPJ of the supplier, in the case of third-party manufacturing;
- c) corporate name and address of the foreign manufacturer, in the case of imported EPI;
- d) model and reference of the EPI;
- e) available sizes and colors;
- f) versions, if applicable;
- g) description of raw materials and their suppliers;
- h) description of components and accessories, when applicable;
- i) classification of the EPI according to NR 06;
- j) indication of the location where the mandatory NR 06 information will be marked on the equipment;
- k) manufacturing standard (including year of issue);
- l) simplified manufacturing process;
- m) technical drawings containing all essential information and details for the unequivocal identification of the equipment; and
- n) list of critical components, including their suppliers and any existing certifications, translated into Portuguese when written in a language other than English or Spanish.

2.2.2. Analysis of the Application and Documentation Conformity

After submission of the application, it is the responsibility of IPT OCP to evaluate the relevance of the certification request and to analyze the documentation submitted by the applicant in accordance with the requirements established in Portaria MTP nº 672, of 2021, noting that:

- a) the documents submitted in the initial application must have their authenticity verified by IPT OCP in relation to the original documents, when applicable;
- b) in certification model 1b, IPT OCP must identify, in the application, the batch (brand/model/quantity) to be certified. In the case of imported EPI, this identification must also be made in the import documentation;
- c) if any nonconformity is identified in the documentation received, it must be formally submitted to the certification applicant for correction and proper formalization with IPT OCP within sixty (60) calendar days, in order to provide evidence of implementation for a new evaluation; and
- d) certification will only be concluded once all documents are in their final form and duly approved by IPT OCP.

Once IPT OCP confirms the conformity of the application and documentation, the budget/proposal will be issued.

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2.2.3. Initial SGQ Audit and Production Process Assessment

The SGQ audit must be performed whenever required by the applicable certification model. The audit must objectively demonstrate that the production process is systematized and effectively monitored, providing evidence of compliance with the EPI requirements established in Portaria MTP nº 672, of 2021, and its annexes.

The EPI manufacturer/importer must demonstrate, at a minimum, compliance with the requirements listed in Table 2, in cases where the production process quality management system is certified according to ISO 9001 or ABNT NBR ISO 9001, or with Table 3, if the production process SGQ is not certified.

Table 2 – Minimum Quality Management System (QMS) Verification Requirements for Manufacturers or Importers with a Valid ISO 9001:2015 or ABNT NBR ISO 9001:2015 Certification

QMS Requirements	ISO 9001 or ABNT NBR ISO 9001
Resources	7.1.5.1 / 7.1.5.2
Documented information	7.5.2 / 7.5.3
Operational planning and control	8.1
Requirements for products and services	8.2.1
Control of externally provided processes, products, and services	8.4.1 / 8.4.2 / 8.4.3
Production and service provision	8.5.1 / 8.5.2 / 8.5.3 / 8.5.4 / 8.5.5
Release of products and services	8.6
Control of nonconforming outputs	8.7
Monitoring, measurement, analysis, and evaluation	9.1.1
Nonconformity and corrective action	10.2.1 / 10.2.2

Table 3 – Minimum Quality Management System (QMS) Verification Requirements for Manufacturers or Importers Without ISO 9001:2015 or ABNT NBR ISO 9001:2015 Certification

QMS Requirements	ISO 9001 or ABNT NBR ISO 9001
Resources	7.1.5.1 / 7.1.5.2
Competence	7.2
Awareness	7.3
Documented information	7.5.2 / 7.5.3
Operational planning and control	8.1
Requirements for products and services	8.2.1
Control of externally provided processes, products, and services	8.4.1 / 8.4.2 / 8.4.3
Production and service provision	8.5.1 / 8.5.2 / 8.5.3 / 8.5.4 / 8.5.5
Release of products and services	8.6
Control of nonconforming outputs	8.7

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Monitoring, measurement, analysis, and evaluation	9.1.1 / 9.1.2 / 9.1.3 (a), (f)
Internal audit	9.2.1 / 9.2.2
Management review	9.3.1 / 9.3.2 / 9.3.3
Nonconformity and corrective action	10.2.1 / 10.2.2

The IPT OCP may request additional information from the EPI manufacturer or importer regarding the management system, whenever deemed relevant to the certification process, including reports containing indicators and control items of the manufacturing process.

Even when a valid certificate issued according to the current edition of ISO 9001 or ABNT NBR ISO 9001 is presented — issued by a CAB accredited by CGCRE or a member of the IAF MLA for the respective accreditation scope — IPT OCP shall perform the initial audit of the QMS at the manufacturing facility during the initial assessment stage, in accordance with Table 2, for the purpose of verifying the conformity of the production process.

During the audit, the EPI manufacturer or importer shall make available to IPT OCP all documents related to the QMS certification based on the current edition of ISO 9001 or ABNT NBR ISO 9001, and shall present production process records clearly identifying the EPI subject to certification.

2.2.4. Sealing of Samples by IPT OCP

IPT OCP is responsible for selecting and sealing the samples of the PPE to be certified, and must observe the following:

- a) the sampling for shipment to the laboratory must be agreed upon between the certification applicant and IPT OCP;
- b) sampling must be performed randomly within the production process of the PPE under evaluation, provided that the equipment has already been inspected and released by the factory's quality control (final inspection of the finished product), or in the shipping area, in packaging ready for commercialization;
- c) for certification model 1b, the collection and sealing of samples must occur within national territory, at the location indicated by the manufacturer or importer. In cases of fractional importation, sampling and certification shall only be carried out after receipt of all subsequent fractions of the lot;
- d) the number of samples, acceptance or rejection criteria, and exceptional cases must follow the provisions established in the specific annexes of Portaria MTP nº 672/2021;
- e) when applicable, additional pieces, components, or complementary parts of the equipment must be sealed, identified, and sent to the laboratory together with the PPE; and
- f) during sample selection and sealing, a sampling report must be prepared detailing the date, location, storage conditions, sample identification (model or brand, manufacturing lot and date, sampled quantities, among other information).

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Sampling must be carried out in triplicate, consisting of a primary sample, a counter-sample, and a witness sample.

2.2.5. Initial Testing

With the sealed samples, the manufacturer/importer shall send the samples to the laboratory for the performance of the initial tests. It is the responsibility of IPT OCP to prepare the test plan that covers the normative basis established in Ordinance MTP No. 672/2021, and, after the completion of the tests, IPT OCP must carry out a critical analysis of the laboratory test reports, comparing them with the previously established test plan.

If any nonconformity is identified in the initial assessment stage, the manufacturer/importer of the PPE must submit to IPT OCP, within sixty calendar days, evidence of the implementation of corrective actions for the identified nonconformity(ies). If the manufacturer/importer does not meet the established deadline, the certification process must be canceled or suspended, and may be restarted if there is interest from the manufacturer or importer of the PPE and from IPT OCP.

IPT OCP must evaluate the effectiveness of the implemented corrective actions, accepting them or not, and it is at the discretion of IPT OCP to determine whether new tests are necessary to verify the implementation of the corrective actions. Objective evidence of the treatment of nonconformities is a requirement for the issuance of the certificate of conformity.

Once the previous steps have been completed and after conducting a critical analysis of the PPE certification process, duly supported with information regarding the documentation submitted and its respective analysis, audits performed, test results obtained, and treatment of nonconformities, IPT OCP shall:

- a) if conformity is demonstrated and the documentation that composes the process is correctly structured, issue the certificate of conformity; or
- b) if inaccuracies are detected, submit to the manufacturer or importer the list of nonconformities in relation to Ordinance MTP No. 672/2021.

The decision regarding PPE certification is the exclusive responsibility of IPT OCP and must be taken by person(s) not involved in the evaluation process. The certificate of conformity is a mandatory prerequisite for obtaining the Certificate of Approval (CA), pursuant to Ordinance MTP No. 672/2021, and only after obtaining the Certificate of Approval may the PPE be marketed.

2.2.6. Maintenance Assessment

The maintenance assessment applies to certification models 4 and 5, that is, PPEs in risk categories II and III. After certification is granted, IPT OCP is responsible for performing a maintenance assessment to verify the continued fulfillment of the technical and organizational conditions that supported the initial certification of the PPE. This assessment must be conducted through:

- a) a maintenance audit of the QMS and evaluation of the production process (when applicable);
- and

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b) verification of the quality of the equipment produced through sample collection and testing.

The periodicity of QMS maintenance audits (when applicable) in the manufacturing process is established in the annexes of Ordinance MTP No. 672/2021 and in item 6.3.2 of the same Ordinance, and the conclusion of certification maintenance will only occur when all QMS documents are in their final version and duly approved by IPT OCP.

The periodicity for maintenance tests for the PPE is established in the specific annexes of Ordinance MTP No. 672/2021. The sealing of samples and the maintenance test plan follow the same criteria as the initial assessment defined in the previous item, and the tests to be performed in the maintenance stage are described in the specific annexes for each PPE in Ordinance MTP No. 672/2021, following the provisions of item 6.3.3 of the same Ordinance, including those related to the treatment of nonconformities.

Once the previous steps have been completed, and after conducting a critical analysis of the PPE certification maintenance process—considering the documentation submitted, audits performed, test results obtained, treatment of nonconformities, and treatment of complaints—IPT OCP issues the document titled “Maintenance Confirmation,” formalizing that the certification remains valid.

2.2.7. Recertification Assessment

The recertification assessment must be carried out and completed before the expiration date of the certificate of conformity. The recertification process is identical to the initial assessment process, where a new QMS audit (when applicable) is performed, samples are sealed, tests are carried out according to the full scope of the technical standard, except for the nonconformity treatment stage, which must follow item 6.3 of Ordinance MTP No. 672/2021.

After the critical analysis—covering the information on documentation, audits, tests, treatment of nonconformities, and treatment of complaints—IPT OCP is responsible for deciding on recertification.

The validity period of the new certificate of conformity must be counted from the expiration date of the previous certificate of conformity.

2.2.8. Extraordinary Assessment and Market Surveillance

In the event of substantiated suspicions or complaints regarding a certified PPE, or upon receipt by SIT of duly substantiated complaints, or in the case of market surveillance activities carried out by SIT—such as inspections—pursuant to Ordinance MTP No. 672/2021, the responsible IPT OCP may be required to perform new conformity assessment activities for the equipment. The rules governing IPT OCP actions in each situation are listed in items 6.5 and 6.6 of Ordinance MTP No. 672/2021.

2.2.9. Termination of Certification

Certification shall be terminated in the event of the cessation of manufacturing or importing of certified PPE, in accordance with Ordinance MTP No. 672/2021. From the date of certification termination, the PPE may no longer be manufactured or imported, and only the distribution and commercialization of

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stock produced within the certification validity period are permitted, provided the PPE's Certificate of Approval (CA) remains valid. The rules regarding CA validity in relation to certification termination are described in item 6.9 of Ordinance MTP No. 672/2021.

3. CERTIFIED PRODUCTS

To date, Ordinance MTP No. 672/2021 establishes, in the annexes of Annex III-A, the PPEs subject to certification. IPT OCP currently holds valid accreditation for the scope of Garments, Gloves, and Footwear.

3.1. Garments

In accordance with Notice LXI of 06/26/2023, for PPE of the GARMENT type, to obtain, renew, or amend the CA (Certificate of Approval) for these products under the current legislation, the manufacturer/importer must submit the documentation in the Electronic Information System (SEI) by November 30, 2023. Documents submitted from December 1, 2023 onward must comply with the provisions of Annex F of Annex III-A of Ordinance MTP No. 672/2021.

Thus, as of December 1, 2023, all GARMENT-type PPE must follow the product certification scheme. IPT OCP already has full capability to conduct these processes, and certification procedures may be initiated. However, the conformity certificate may only be issued after the effective date of Annex F, i.e., starting December 1, 2023.

3.2. Gloves

According to Notice LXIII of 02/12/2025, Personal Protective Equipment of the GLOVE type must now be evaluated under the conformity certification system established in Annex M of Annex III-A of Ordinance MTP No. 672/2021.

Therefore, until February 2, 2026, it will still be possible to submit applications for obtaining, renewing, or amending the Certificate of Approval based on the currently applicable regulations. From February 3, 2026 onward, however, only requests complying with the criteria established in Annex M will be accepted. IPT OCP is accredited for this scope and qualified to conduct certification processes in accordance with the regulatory requirements.

3.3. Footwear

As established in Notice LXIII of 02/12/2025, FOOTWEAR-type PPE will have its evaluation regulated by Annex N of Annex III-A of Ordinance MTP No. 672/2021.

Until February 2, 2026, processes for obtaining, renewing, or amending a CA may still follow the currently applicable rules. As of February 3, 2026, however, all applications must comply with the provisions of Annex N. IPT OCP already holds valid accreditation for this scope and is prepared to meet certification demands in accordance with the new criteria.

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4. CONTACT

Questions or requests for clarification regarding the certification process may be directed to the IPT OCP – Product Certification Body team:

E-mail: ocp@ipt.br | Phone: +55 (11) 3767-4727

5. ADDITIONAL INFORMATION

For further information and inquiries regarding Ordinance MTP No. 672/2021, please contact:

Ministry of Labor and Employment

General Coordination of Standardization and Registrations – CGNOR/DSST/SIT/MTE

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