

Subject: Transition to G Mark E-Certificate Service and Associated Compliance Requirements

Dear GSO Notified Bodies,

We are pleased to announce an important update to our existing G Mark platform. The GSO will officially launch the G Mark E-Certificate Service effective 1st October 2023. This enhancement aims to further improve the efficiency, traceability, and reliability of conformity assessment procedures, aligning with the best international practices.

Key Features:

- **Automated Certification:** The E-Certificates will be generated automatically via the G-Mark platform.
- **No Signature Required:** GSO Notified Bodies will not be required to sign the E-Certificates, this change aligns with our objective to streamline the process.
- **Transparent Decision-Making:** The internal documentation for each Notified Body must clearly indicate who the decision-maker for each certificate.
- **Minimum Validity for GCTS:** For NBs designated within the GSO Toys Technical Regulation, the minimum validity period for the (GCTS) will be 3 years, certificates with a validity of 1 or 2 years will no longer be issued.

Key Milestones:

- **Initiation of E-Certificate Service:** 1st October 2023
- **Termination of Manual PDF certificate Uploads:** 30th December 2023
- **Compliance Deadline:** 15th November 2023

Action Required:

- **Adoption of New Service:** We strongly urge all GSO Notified Bodies to make the transition to this enhanced service starting from 1st October 2023. Please note that

manual uploads of PDF certificates will be discontinued after December 30, 2023. Furthermore, priority in the approval process will be given to E-Certificates.

- **Update Existing Documentation:** All GSO Notified Bodies must update their existing schemes, templates, and procedures to comply with these new requirements. This update must be completed no later than 15th November 2023
- **Documentation Compliance with GSO Notification Requirements:** GSO Notified Bodies documentation must be robust enough to provide a traceable decision-making process.
- **User Guide and Support:** A comprehensive user guide explaining all required instructions is available through this link ([Certificates Management - GCTS User Guide - GSO e-Services Documentation \(atlassian.net\)](#)). Should you need further assistance, please utilize the support tool available on the platform.

By diligently issuing G Mark certificates through the new E-Certificate Service and updating your schemes, templates, and procedures in compliance with the new features and deadlines, we aim to achieve a seamless transition to the enhanced G Mark E-Certificate Service.

Thank you for your attention to this important matter, and we look forward to your prompt compliance and ongoing partnership.

Sincerely,

Head of Notification Section



Ibrahim Alhashaf



Scan to access
user guide