



Battery Compliance Certification Program

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Section 1 Overview

1.1 Purpose

The purpose of the CTIA Battery Compliance Certification Program (“Program”) is to verify conformance of applicable products to IEEE Std 1725™ -2011 (“IEEE 1725”), Standard for Rechargeable Batteries for Cellular Telephones and to IEEE Std 1625™ -2008 (“IEEE 1625”), Standard for Rechargeable Batteries for Multi-Cell Mobile Computing Devices.

The Program consists of the following elements:

- 1) Battery cell manufacturing site authorization based on on-site audit and analysis by a CTIA Authorized Test Lab (ATL) of management controls, process controls, quality systems and technical competence;
- 2) Battery cell product recognition based on testing and analysis by an ATL, and cell vendor declaration of compliance;
- 3) Battery pack product recognition based on testing and analysis by an ATL, and pack vendor declaration of compliance;
- 4) Adapter product recognition/certification based on testing and analysis by an ATL, and adapter vendor declaration of compliance;
- 5) System certification based on use of recognized subsystems, System test and analysis by an ATL, and a System Vendor declaration of compliance

1.2 Scope

This document defines the requirements and processes of the Program. For cell and pack vendors, this document describes the requirements for obtaining and maintaining product recognition. For adapter vendors, this document describes the requirements for obtaining and maintaining product recognition and product certification. For System Vendors, this document describes the requirements for obtaining and maintaining System certification. For test laboratories, this document describes the requirements to become a ATL and the procedures to evaluate vendors’ products.

1.3 Disclaimer

CTIA Certification and the ATL make no representations that a certified System or a recognized Subsystem will operate free from defect, without error or according to its applicable design and technical standards.

1.4 Definitions

Note: the following definitions may differ from the definitions in IEEE 1725 and IEEE 1625.

Adapter: A device or combination of devices in the power path that transforms the available power from an external source (e.g., a wall outlet, airline or automobile outlet) to the power used by the host (an adapter is often referred to as a power supply). Adapters may be either Recognized or Certified.

Adapter Simulator: An assembly which simulates an Adapter for System level evaluation of Systems certified without a known Adapter.

Audit Due Date: The date by which the cell manufacturing site must have the follow-up audit performed. The Audit Due Date is 12 months from date of the previous on-site audit (date auditor physically at cell manufacturing site conducting audit) and must be performed on or before this date. This date will be entered by the ATL when uploading the current audit data to the CTIA certification database.

Battery/Battery Pack: An assembly of any number of Li-Ion or Li-Ion Polymer cells, associated electronics, battery packaging and connector(s).

ATL Worksheets: A set of Microsoft Excel worksheets, based on the current CRSL, to be completed by the Subsystem vendor and the ATL, serving as a submission form and itemization of compliance results.

ATL: CTIA Authorized Test Lab with scope of Battery Compliance Certification. For this Program, the ATL will be authorized by CTIA Certification to perform all the requirements in the applicable CRD (i.e., both testing and auditing). ATLs will be authorized to conduct evaluations to either the CTIA Certification Requirements for Battery System Compliance to IEEE 1725 and/or the CTIA Certification Requirements for Battery System Compliance to IEEE 1625.

Cell: Basic manufactured Li-Ion or Li-Ion Polymer unit providing a source of electrical energy by direct conversion of chemical energy that consists of electrodes, separators, electrolyte, container and terminals, and that is designed to be charged electrically.

Certified Adapter: An Adapter approved by CTIA Certification as meeting the requirements of the Program for a Certified Adapter. The adapter shall have a permanently connected or detachable output cable. The output cable shall terminate with a USB-IF Micro-B connector. The adapter may also be known as a Common Power Supply (CPS).

Certified System: A System approved by CTIA Certification as meeting the requirements of the Program.

CRD: Certification Requirements Document. There is a CRD for IEEE 1725 and a CRD for IEEE 1625.

CRSL: Certification Requirements Status List. There is a CRSL for IEEE 1725 and a CRSL for IEEE 1625.

Declaration of Compliance: A declaration stating that the System or Subsystem complies with all applicable provisions of IEEE 1725 or IEEE 1625.

Embedded Pack: A non-user replaceable pack.

Host: A device that is powered by a battery and/or charges the battery. Mobile phones, netbooks and charger-only devices are examples of a host device.

Host Simulator: An assembly which simulates a Host for System level evaluation of an Adapter to be Certified without a known Host.

Hybrid: A Subsystem that cannot be assigned to a single Subsystem category, but utilizes multiple categories and may also exhibit characteristics of a Host. A power bank is an example of a Hybrid device.

Operator: A provider of Commercial Mobile Radio Services as defined by the FCC.

Recognized Subsystem: A Cell, Battery Pack or Adapter that is in compliance with the requirements of this document.

Subsystem: a Cell, Battery Pack, Adapter or Hybrid.

System: A combination of cell(s), battery pack(s), host, and adapter(s). The System may also include Hybrid devices.

Subsystem Compliance Folder: The Declaration of Compliance, ATL evaluation report and ATL worksheets.

Subsystem Vendor: A supplier of a Subsystem.

System Compliance Folder: The Declaration of Compliance, ATL evaluation report and ATL worksheets.

System Vendor: A supplier of a System. For the purposes of this document, only a Host supplier may be a System Vendor.

Section 2 Roles and Responsibilities

This section describes the roles and responsibilities of the parties involved with the Program and mentioned throughout this document.

2.1 Subsystem Vendor

Vendors shall ensure that their Subsystems are evaluated for compliance to IEEE 1725 or IEEE 1625 by a ATL.

Vendors shall ensure that their Cell manufacturing sites are evaluated for compliance to IEEE 1725 and/or IEEE 1625 by a ATL.

Subsystem recognition requests and Adapter certification requests shall be submitted to CTIA Certification. Only Subsystem Vendors may submit these types of requests.

Vendors shall pay a fee to CTIA Certification (see [Appendix A](#)) for recognition of a Subsystem or certification of an Adapter.

Vendors may select any ATL for the evaluation and are responsible for any required contracts and non-disclosure agreements with their suppliers and the ATL. Vendors are free to select different ATLs for evaluation of subsystems and manufacturing site audits or to change ATLs at their option. Any issues regarding the performance of a ATL may be brought to the attention of CTIA Certification.

Vendors shall be responsible for the fees associated with the ATL evaluation. These fees will be independently determined by each ATL.

2.2 System Vendor

System Vendors shall evaluate their System for compliance to IEEE 1725 or IEEE 1625 by using criteria set forth in the CTIA Certification Requirements for Battery System Compliance to IEEE 1725 document or CTIA Certification Requirements for Battery System Compliance to IEEE 1625 document (CRD) in accordance with the applicable version of the Certification Requirements Status List (CRSL).

Vendors shall submit System certification requests to CTIA Certification. Only System Vendors may submit System certification requests.

Vendors shall pay a fee to CTIA Certification (see [Appendix A](#)) for certification of a System.

Vendors may select any ATL for the evaluation and are responsible for any required contracts and nondisclosure agreements with their suppliers (e.g., pack vendor, cell vendor, adapter vendor) and the ATL.

Vendors shall be responsible for the fees associated with the ATL evaluation. These fees will be independently determined by each ATL.

2.3 CTIA Certification

As owner of the Program, CTIA Certification defines the requirements for recognition and certification; administers the overall program; authorizes ATLs; reviews recognition and certification applications; awards recognition and certification to the vendor; and maintains product compliance folders for Recognized Subsystems and Certified Systems.

2.4 ATL

ATLs shall evaluate Systems, Subsystems and manufacturing sites using criteria set forth in the CRD in accordance with the applicable version of the CRSL. ATLs shall at all times maintain compliance with the Policies and Procedures for CTIA Authorized Testing Laboratories document available at - <https://www.ctiacertification.org/test-labs/>.

A current listing of ATLs can be found within the CTIA Certification database and on the CTIA Certification website at <https://www.ctiacertification.org/test-labs/>.

Section 3 Subsystem Recognition Process

3.1 Introduction

To obtain recognition of a Subsystem, the Subsystem vendor submits a recognition request to CTIA Certification. The vendor selects an ATL to evaluate compliance to IEEE 1725 or IEEE 1625 using criteria set forth in the CRD in accordance with the applicable version of the CRSL. The ATL evaluates compliance and provides an evaluation report to CTIA Certification. The vendor declares compliance to IEEE 1725 or IEEE 1625, agrees to the recognition license agreement terms and conditions, and pays a recognition fee to CTIA Certification. For cells, the manufacturing site(s) must also be evaluated by an ATL and authorized by CTIA Certification. CTIA Certification recognizes the Subsystem when all steps are complete.

See [Appendix C](#) for an overview of the process.

3.2 Subsystem Recognition Request

Vendors shall submit Subsystem recognition requests via the CTIA Certification database at <https://certify.ctiacertification.org/>. User login accounts may be requested by selecting “I need a user name and password” on the login page.

Once logged into the certification database, the Vendor shall select the appropriate request type:

For IEEE 1725 Compliant Subsystems:

- Cell Recognition Request IEEE 1725
- Pack Recognition Request IEEE 1725
- Embedded Pack Recognition Request IEEE 1725
- Adapter Recognition Request IEEE 1725
- Hybrid Recognition Request IEEE 1725

For IEEE 1625 Compliant Subsystems:

- Cell Recognition Request IEEE 1625
- Pack Recognition Request IEEE 1625
- Embedded Pack Recognition Request IEEE 1625
- Adapter Recognition Request IEEE 1625
- Hybrid Recognition Request IEEE 1625

The vendor shall select “Initial Request” and enter information about the Subsystem.

For cells, the vendor shall identify the site(s) where the cell is manufactured. If the cell is manufactured in multiple sites, those sites shall all be identified on the request. Only authorized sites may be selected (see Section [3.4](#) of this document).

For packs, including embedded packs, the vendor shall identify the site(s) where the pack is manufactured. The vendor shall also identify the cell(s) used in the pack. If a cell is already recognized, it

will appear on a drop-down list. If a cell is not yet recognized, the vendor shall check the “Pending Recognition” box (the pack can be recognized only after that cell becomes recognized, however).

For adapters, the vendor shall identify the site(s) where the adapter is manufactured.

For devices that do not exactly fit the category of pack or adapter (e.g., a battery-powered DC-DC converter, an external battery with self-contained charging circuitry, a hybrid charger/adapter), the vendor shall select “Hybrid Recognition Request”.

Multiple models may be submitted in a single request provided there are no differences that impact the requirements of this Program.

The vendor shall select an ATL and request a start date.

The vendor shall read and agree to the Declaration of Compliance for IEEE 1725 or Declaration of Compliance for IEEE 1625.

The vendor shall read and agree to the Recognition License Agreement terms and conditions.

CTIA Certification will invoice the vendor for the CTIA Certification fee as described in [Appendix A](#). Vendor shall inform CTIA Certification if a P.O. number is required on the invoice.

The ATL will receive an email notification of the recognition request. The ATL will log into the database (<https://certify.ctiacertification.org/>) to review and accept/reject the request. The database will send an email notification to the submitter once the ATL has accepted/rejected the request. If the request is rejected, the submitter may re-assign the request to another ATL.

Once the request has been accepted by the ATL, the vendor may no longer make changes to the request. The vendor shall contact the ATL or CTIA if any changes need to be made to the data entered.

3.3 ATL Evaluation

The vendor shall provide, as appropriate, declarations, design data, manufacturing data, test data, test reports, audit reports, test samples and device specifications as required for the ATL to complete its evaluation.

For cells, a set of test samples (as defined in the CRD) shall be provided from each manufacturing site.

For packs, a set of test samples (as defined in the CRD) for each combination of pack manufacturing site and cell model shall be submitted.

- Should the pack contain multiple revisions of the cell or same cell revision from multiple manufacturing sites, only one revision of the cell or a cell from one manufacturing site needs to be considered for testing at the pack level. The vendor shall ensure the cell revision or cell manufacturing site being tested represents the worst-case scenario for pack recognition and is currently recognized. Should the pack contain multiple cell models, each cell model shall be tested at the pack level.
- Should pack manufacturing sites use identical processes, as reviewed and agreed upon by the ATL, a full set of test samples from each site may not be required. To make this determination, the pack assembler shall provide 2 battery packs from each alternative pack manufacturing site for inspection, along with a declaration that the assembly and test processes are identical between the manufacturing sites.

If a pack and cell are undergoing parallel recognition at different ATLs, the pack vendor shall supply a signed declaration to the ATL conducting the pack review. The declaration shall indicate that the cell evaluated within the pack is identical to the cell that achieved recognition.

The ATL shall use the Certification Requirements Status List (CRSL) to determine the applicable recognition steps.

After accepting the request, the ATL shall work with the vendor to conduct an evaluation, which might include testing samples, reviewing supplied evidence or conducting an on-site audit¹. The evaluation may start only after the vendor has entered the request into the database and the ATL has accepted the request.

Non-compliances will be resolved between the ATL and the vendor.

Should the ATL identify a potential problem with a requirement, it shall issue a Change Request (CR), with adequate justification, proposing a change in category status. The CR shall be sent to all active ATLs for review. The ATLs shall have 5 business days to comment on the CR. Comments arguing against the change shall include adequate justification. Upon mutual resolution of any comments, the requirement may be changed.

Test results from similar products may be used at the ATL's judgment. The ATL shall provide justification in the evaluation report for using these results.

Upon completion of the evaluation, the ATL shall log into the certification database and:

- Enter the CRSL version used for the evaluation (the version to be used is one that is active on the date the evaluation report is uploaded to the database)
- Verify the Subsystem information (correcting and updating as necessary). If the vendor selected the "Hybrid Recognition Request" type when entering the subsystem request, the ATL will categorize the device as a pack, adapter or both (and will enter any additional required information).
- Enter the start and end dates of the review
- Upload the ATL evaluation report and the completed ATL Worksheets (the report and worksheets shall not contain any confidential/proprietary technical information). The vendor may then view and download these documents via the database.

The ATL evaluation report shall have a cover page with the company logo and shall include the following information:

- 1) Subsystem Vendor name, model number, revision number and capacity (as appropriate) for each Subsystem evaluated
- 2) Review date(s)
- 3) IEEE 1725 or IEEE 1625 version, and CRSL versions
- 4) Summary of review

¹ An on-site audit may be required to evaluate a subsystem. The audit is product-specific and augments the manufacturing site authorization audit.

- 5) Person(s) who conducted evaluation
- 6) Contact point
- 7) Lab accreditation identifier (issued by accreditation body), ATL authorization code
- 8) Signature of authorized representative

ATL evaluation reports, ATL worksheets, and declarations will be accessible by the vendor via the CTIA Certification database.

Unless authorized by the Subsystem Vendor, the Compliance Folder will be maintained in confidence by CTIA Certification.

3.4 Cell Manufacturing Site Authorization

Cell vendors shall select an ATL to audit their manufacturing sites in accordance with the applicable version of the CRSL. The vendor shall determine what constitutes the manufacturing site and provide a description to the ATL.

Vendors shall submit manufacturing site audit requests via the CTIA Certification database at <https://certify.ctiacertification.org/>. The vendor shall select either Site Audit Request IEEE 1725 or Site Audit Request IEEE 1625, select "Initial Request" and enter information about the manufacturing site. The vendor shall select a ATL and request a start date.

Upon completion of the audit, the ATL shall log into the CTIA Certification database and:

- Enter the CRSL version used for the audit (the version to be used is one that is active on the date the audit report is uploaded to the database)
- Verify the site information (correcting and updating as necessary)
- Enter the start and end dates of the audit
- Link the audit request to another audit request, if necessary
- Upload a summary audit report, which will include:
 - Cell Manufacturing Site name
 - Cell Manufacturing Site address
 - A judgment of whether the site audited complies with IEEE 1725 or IEEE 1625 using criteria set forth in the CRD
 - Review date(s)
 - IEEE 1725 or IEEE 1625 version, and CRSL version
 - Summary of review
 - Detail whether this audit is linked to another site audit
 - Person(s) who conducted audit

CTIA Certification will authorize those sites that are in compliance, as recommended by a ATL.

Cells can only be recognized once the sites where they are manufactured are authorized by CTIA Certification.

Once authorized, the vendor shall evaluate all manufacturing process changes to determine if any processes within the scope of IEEE 1725 or IEEE 1625 have been changed. Processes within the scope of IEEE 1725 or IEEE 1625 that have been changed shall be communicated to the ATL by the vendor, along with applicable supporting evidence. The ATL shall determine whether another audit is required to assist in its evaluation of the supporting evidence. Should an audit be required, the vendor shall submit a site audit request via the CTIA Certification database at <https://certify.ctiacertification.org/>, selecting "Renewal/Update Request" Request. Upon completion of the evaluation, the ATL shall log into the CTIA Certification database and upload a summary report, which will include the information above. If, in the ATL's judgment, the sites no longer comply, cells manufactured at those sites may no longer be submitted for recognition.

Manufacturing sites shall be re-audited on an annual basis (i.e., 12 months from the last full audit and identified in the certification database as "Audit Due Date"). The vendor shall submit a site audit request via the CTIA Certification database at <https://certify.ctiacertification.org/>, selecting "Renewal/Update Request". During follow-up audits, any non-compliances must be addressed and closed within 30 calendar days from date the non-compliances were issued. Manufacturing sites failing to address any non-compliance within the 30 days will be removed from the list of authorized cell manufacturing sites; a new audit must be performed in order to be reinstated.

Sites not re-audited after the 12-month period will be removed from the list of authorized cell manufacturing sites; cells manufactured at those sites may no longer be submitted for recognition.

3.5 Recognition

Upon completion of the following items, a Subsystem will be recognized:

- ATL evaluation report and completed ATL Worksheets uploaded by the ATL
- Manufacturing site authorization (for cells)
- Payment of the CTIA Certification recognition fee

3.6 Changes to Recognized Subsystems

Once a Subsystem is recognized, the vendor shall evaluate any changes within the Subsystem that fall within the scope of IEEE 1725 or IEEE 1625 to determine whether the changes impact the recognition. Changes that do impact the recognition shall be submitted as an ECO (by logging into the CTIA Certification database, selecting Submit New Request and choosing "ECO Request"), identifying the new Revision # of the Subsystem. Supporting evidence shall be provided to the ATL. For any changes, the current revision of the CRSL and CRD shall be used; in addition a gap analysis must be performed by the ATL between the CRSL and CRD used for the most recently approved request and the current CRSL and CRD. Additional documentation and/or testing may be required if any requirements have changed.

Once a Subsystem is recognized, any required changes to the subsystem model number in the certification database shall be submitted as a new Initial request.

A change in the capacity of either a cell or a pack constitutes a new model. A new Initial request shall be submitted, with a new model number.

3.7 De-Listing

Subsystem vendors may at any time request de-listing of a recognized Subsystem. One reason for doing this would be to remove from the database drop-down selections products that are no longer on the market. Another reason would be to notify CTIA Certification of Subsystems that are no longer in compliance. The vendor shall send an email to support@ctiacertification.org and include the manufacturer name, model #, revision # and reason for requesting de-listing.

If the reason is that the product is no longer on the market, CTIA Certification will remove the Subsystem from the recognized Subsystem drop-down selections in the certification database so that it can no longer be chosen when a new request is entered. The Subsystem will still appear on the Subsystem recognition list.

If the reason is that the product is no longer in compliance, CTIA Certification will withdraw the recognition as well as remove the Subsystem from the Subsystem recognition list and recognized Subsystem drop-down selections in the certification database. CTIA Certification will make its best effort to contact the vendors and operators listed in its certification database who may be impacted

3.8 Re-Labeled Subsystems

A re-labeled Subsystem is defined as a Subsystem that is identical to a currently recognized Subsystem but has a different vendor name and may (or may not) have a different model number.

The re-labeling vendor may recognize a re-labeled Subsystem by entering the Subsystem into the CTIA Certification database as an Initial recognition request:

- The re-labeled vendor name and model number shall be entered
- The ATL used for the originally recognized Subsystem shall be chosen
- The ATL shall evaluate any requirements that may be affected by the re-labeling (e.g., traceability) and upload the ATL evaluation report of the originally recognized Subsystem along with two additional documents:
 - A Product Equality Letter from the re-labeling vendor. This letter shall state that the re-labeled Subsystem is the same as the originally recognized Subsystem (referenced by vendor name and model number as it appears in the CTIA Certification database) and that no changes have been made other than the vendor name and possibly model number. The letter shall be signed and dated.
 - An Authorization of Use Letter from the vendor of the originally recognized Subsystem. This letter shall state that the vendor of the originally recognized Subsystem allows the ATL to use the evaluation report from this Subsystem for recognition of the relabeled Subsystem. The letter shall be signed and dated.

3.9 Embedded Packs

There are two options for the recognition of embedded (non-user replaceable) packs:

a) Option 1

The embedded pack may follow the standard pack recognition process. In this case, the pack must meet all of the requirements of the pack section of the CRSL including Sections 5.23 and 5.48 for IEEE 1725 and Sections 5.48, 5.66 and 5.75 for IEEE 1625. During the System certification request, the host vendor will find the pack listed in the recognized pack drop-down

list. In this option, compliance is not dependent on the Host. To use this process, the pack vendor shall select one of the following request types, as shown in Section 3.2 of this document:

- Pack Recognition Request IEEE 1725
- Pack Recognition Request IEEE 1625

b) Option 2

Alternatively, the embedded pack may follow a special embedded pack recognition process. The pack will be evaluated by using the requirements of the pack section of the CRSL and omitting Sections 5.23 and 5.48 for IEEE 1725 and Sections 5.48, 5.66 and 5.75 for IEEE 1625. These sections will be evaluated during the System certification request². Because these sections will not be performed during the pack evaluation, the pack will be listed as a recognized embedded pack in the CTIA Certification database. During the System certification request, the host vendor will find the pack listed in the recognized pack drop-down list (when selected, the host vendor will be notified that the pack is an embedded pack and will require additional battery pack validation testing during the system evaluation). In this option, compliance is dependent on the Host.

To use this process, the pack vendor shall select one of the following request types, as shown in Section 3.2 of this document:

- Embedded Pack Recognition Request IEEE 1725
- Embedded Pack Recognition Request IEEE 1625

This special embedded pack recognition process may also apply in cases where the pack protection circuitry is part of the host. The host vendor shall make two submissions: an embedded pack recognition request and a System certification request. The embedded pack recognition request and the System certification request may have the same model number.

3.10 Embedded Adapters

Embedded (non-user replaceable) adapters cannot be recognized and shall be evaluated as part of the System certification request (see Section 5.2 of this document).

² The ATL performing the pack evaluation may, at the request of the pack vendor, perform these optional tests for embedded pack recognition. Should the ATL performing the System evaluation request confirmation that these optional tests were conducted, the ATL that performed the pack evaluation shall confirm this by appropriate means.

Section 4 Adapter Certification Process

4.1 Introduction

To obtain certification of an Adapter, the Adapter vendor submits a certification request to CTIA Certification. The vendor selects an ATL to evaluate compliance to IEEE Std 1725 using criteria set forth in the CRD in accordance with the applicable version of the CRSL. The ATL evaluates compliance and provides an evaluation report to CTIA Certification. The vendor submits a Declaration of Compliance and pays a certification fee to CTIA Certification. CTIA Certification certifies the Adapter when all steps are complete.

See [Appendix C](#) for an overview of the process.

4.2 Adapter Certification Request

Vendors shall submit Adapter certification requests via the CTIA Certification database at <https://certify.ctiacertification.org/>. User login accounts may be requested by selecting “I need a user name and password” on the login page.

The vendor shall select “Initial Request” and enter information about the Adapter, including identification of the site(s) where the adapter is manufactured.

Multiple models may be submitted in a single request provided there are no differences that impact the requirements of this Program.

The vendor shall select a ATL and request a start date.

The vendor shall read and agree to the Declaration of Compliance for IEEE 1725.

The vendor shall read and agree to the Adapter Certification License Agreement terms and conditions.

CTIA Certification will invoice the vendor for the CTIA fee as described in [Appendix A](#). Vendor shall inform CTIA if a P.O. number is required on the invoice.

The ATL will receive an email notification of the certification request. The ATL will log into the database (<https://certify.ctiacertification.org/>) to review and accept/reject the request. The database will send an email notification to the submitter once the ATL has accepted/rejected the request. If the request is rejected, the submitter may re-assign the request to another ATL.

Once the request has been accepted by the ATL, the vendor may no longer make changes to the request. The vendor shall contact the ATL or CTIA if any changes need to be made to the data entered.

4.3 ATL Evaluation

The vendor shall provide, as appropriate, declarations, design data, manufacturing data, test data, test reports, audit reports, test samples and device specifications as required for the ATL to complete its evaluation.

The ATL shall use the Certification Requirements Status List (CRSL) to determine the applicable certification steps.

After accepting the request, the ATL shall work with the vendor to conduct an evaluation, which might include testing samples, reviewing supplied evidence or conducting an on-site audit³. The evaluation may start only after the vendor has entered the request into the database and the ATL has accepted the request.

The Adapter will be tested against a Host Simulator.

Non-compliances will be resolved between the ATL and the vendor.

Should the ATL identify a potential problem with a requirement, it shall issue a Change Request (CR), with adequate justification, proposing a change in category status. The CR shall be sent to all active ATLs for review. The ATLs shall have 5 business days to comment on the CR. Comments arguing against the change shall include adequate justification. Upon mutual resolution of any comments, the requirement may be changed.

Test results from similar products may be used at the ATL's judgment. The ATL shall provide justification in the evaluation report for using these results.

Upon completion of the evaluation, the ATL shall log into the CTIA Certification database and:

- Enter the CRSL version used for the evaluation (the version to be used is one that is active on the date the evaluation report is uploaded to the database)
- Verify the Adapter information (correcting and updating as necessary).
- Enter the start and end dates of the review
- Upload the ATL evaluation report and the completed ATL Worksheets (the report and worksheets shall not contain any confidential/proprietary technical information). The vendor may then view and download these documents via the database.

The ATL evaluation report shall have a cover page with the company logo and shall include the following information:

- 1) Adapter Vendor name, model number and revision number for each Adapter evaluated
- 2) Review date(s)
- 3) IEEE 1725 and CRSL versions
- 4) Summary of review
- 5) Person(s) who conducted evaluation
- 6) Contact point
- 7) Lab accreditation identifier (issued by accreditation body), ATL authorization code
- 8) Signature of authorized representative

³ An on-site audit may be required to evaluate a subsystem.

ATL evaluation reports, ATL worksheets, and declarations will be accessible by the vendor via the CTIA Certification database.

Unless authorized by the Adapter Vendor, the Compliance Folder will be maintained in confidence by CTIA Certification.

4.4 Certification

Upon completion of the following items, the Adapter will be certified:

- ATL evaluation report and completed ATL Worksheets uploaded by the ATL
- Payment of the CTIA Certification fee

4.5 Changes to Certified Adapters

Once an Adapter is certified, the vendor shall evaluate any changes within the Adapter that fall within the scope of IEEE 1725 to determine whether the changes impact the certification. Changes that do impact the certification shall be submitted as an ECO (by logging into the CTIA Certification database, selecting Submit New Request and choosing "ECO Request"), identifying the new Revision # of the Adapter. Supporting evidence shall be provided to the ATL. For any changes, the current revision the CRSL and CRD shall be used, in addition a gap analysis must be performed by the ATL between the CRSL and CRD used for the most recently approved request and the current CRSL and CRD. Additional documentation and/or testing may be required if any requirements have changed.

Once an Adapter is certified, any required changes to the Adapter model number in the certification database shall be submitted as a new request.

4.6 De-Listing

Adapter vendors may at any time request de-listing of a certified Adapter. One reason for doing this would be to remove from the database drop-down selections products that are no longer on the market. Another reason would be to notify CTIA Certification of Adapters that are no longer in compliance. The vendor shall send an email to support@ctiacertification.org and include the manufacturer name, model #, revision # and reason for requesting de-listing.

If the reason is that the product is no longer in compliance, CTIA Certification will withdraw the certification as well as remove the Adapter from the Certified Adapter list. CTIA Certification will make its best effort to contact the vendors and operators listed in its certification database who may be impacted

4.7 Re-Labeled Certified Adapters

A re-labeled Certified Adapter is defined as a Certified Adapter that is identical to a currently Certified Adapter, but has a different vendor name and may (or may not) have a different model number.

The re-labeling vendor may certify a re-labeled Adapter by entering the Adapter into the CTIA Certification database as an Initial certification request:

- The re-labeled vendor name and model number shall be entered
- The ATL used for the originally certified Adapter shall be chosen
- The ATL shall evaluate any requirements that may be affected by the re-labeling (e.g., traceability) and upload the ATL evaluation report of the originally certified Adapter along with two additional documents:

- A Product Equality Letter from the re-labeling vendor. This letter shall state that the re-labeled Adapter is the same as the originally certified Adapter (referenced by vendor name and model number as it appears in the CTIA Certification database) and that no changes have been made other than the vendor name and possibly model number. The letter shall be signed and dated.
- An Authorization of Use Letter from the vendor of the originally certified Adapter. This letter shall state that the vendor of the originally certified Adapter allows the ATL to use the evaluation report from this Adapter for certification of the relabeled Adapter. The letter shall be signed and dated.

Section 5 System Certification Process

5.1 Introduction

To certify a System, the System Vendor submits a certification request to CTIA Certification. The System must include one or more recognized packs or recognized embedded (non-user replaceable) packs. The System may also include one or more recognized adapters or an embedded (non-user replaceable) adapter. Should the System not contain an adapter, the System will be tested with an Adapter Simulator or Certified Adapter, depending on the test.

The vendor selects a ATL to evaluate compliance to IEEE 1725 or IEEE 1625 using criteria set forth in the CRD in accordance with the applicable version of the CRSL. The ATL evaluates compliance and provides an evaluation report to CTIA. The vendor submits a Declaration of Compliance and pays a certification fee to CTIA Certification. CTIA Certification certifies the System when all steps are complete.

See [Appendix C](#) for an overview of the process.

Systems with single-cell batteries shall be certified to IEEE 1725.

Systems containing only cells connected in parallel shall be certified to IEEE 1725.

Systems with cells connected in series, including series and parallel combinations, shall be certified to IEEE 1625.

5.2 Certification Request

System Vendors shall submit certification requests via the CTIA Certification database at <https://certify.ctiacertification.org/>. User login accounts may be requested by selecting “I need a username and password” on the login page.

Only System Vendors may submit System certification requests.

Systems shall be certified based on the host. Multiple models may be submitted in a single request provided there are no differences that impact the requirements of this Program. Any subsequent additions or changes to the System shall be entered as ECOs (see Section 5.5 of this document).

A new System may be certified using the supporting evidence of a previously certified System provided there are no differences that impact the requirements of this Program. The System Vendor shall provide a declaration to the ATL stating that the two Systems are identical in terms of the Program requirements. The declaration shall reference the host model number of the new System and the previously certified System. The ATL shall submit updated ATL Worksheets and ATL Evaluation Report referencing the model number of the new host. The evaluation report shall indicate that the evaluation from the previous System was used and shall include the justification provided by the System Vendor. The CRD version of the previously certified System will therefore apply to this new System, even if that CRD version is now expired. The Declaration of Compliance submitted by the System Vendor must reference the new model number.

The System Vendor shall select Battery System Certification Request and then select “Initial Request”. The System Vendor shall then enter information about the System, including selecting the recognized Subsystems that are part of the System. Recognized Subsystems will appear on drop-down lists for selection. If a subsystem is not yet recognized, the System Vendor shall check the “Pending Recognition” box (the System can be certified only after those subsystems become recognized, however).

- If the Host includes an embedded adapter, the vendor shall select “Unrecognized Embedded Adapter” and enter the manufacturer name and model number of the embedded adapter. As the adapter is an integral part of the Host and may not have a model number of its own, any identifying information may be entered.
- If the System does not include an Adapter, the vendor shall select “No Adapter”.

The System Vendor shall select an ATL and request a start date.

The System Vendor shall also select the operators allowed to view the contents of the System Compliance Folder once the System is certified. Viewing the System Compliance Folder also allows for viewing of the Subsystem compliance folders.

The System Vendor shall read and agree to the Declaration of Compliance for IEEE 1725 or Declaration of Compliance for IEEE 1625.

The vendor shall read and agree to the Battery System Certification Agreement terms and conditions.

CTIA Certification will invoice the System Vendor for the CTIA fee as described in [Appendix A](#).

The ATL will receive an email notification of the certification request. The ATL will log into the database (<https://certify.ctiacertification.org/>) to review and accept/reject the request. The database will send an email notification to the submitter once the ATL has accepted/rejected the request. If the request is rejected, the submitter may re-assign the request to another ATL.

Once the request has been accepted by the ATL, the vendor may no longer make changes to the request. The vendor shall contact the ATL or CTIA Certification if any changes need to be made to the data entered.

5.3 ATL Evaluation

The vendor shall provide, as appropriate, declarations, design data, manufacturing data, test data, test reports, audit reports, test samples and device specifications as required for the ATL to complete its evaluation.

Test samples covering all iterations of the System should be submitted. If all iterations are not submitted, justification shall be documented in the ATL evaluation report.

The ATL shall use the Certification Requirements Status List (CRSL) to determine the applicable recognition steps.

After accepting the request, the ATL shall work with the vendor to conduct an evaluation, which might include testing samples, reviewing supplied evidence or conducting an on-site audit⁴. The evaluation may start only after the vendor has entered the request into the database and the ATL has accepted the request.

Non-compliances will be resolved between the ATL and the vendor.

Should the ATL identify a potential problem with a requirement, it shall issue a Change Request (CR), with adequate justification, proposing a change in category status. The CR shall be sent to all active

⁴ An on-site audit may be required to evaluate a subsystem. The audit is product-specific and augments the manufacturing site authorization audit.

ATLs for review. The ATLs shall have 5 business days to comment on the CR. Comments arguing against the change shall include adequate justification. Upon mutual resolution of any comments, the requirement may be changed.

Test results from similar products may be used at the ATL's judgment. The ATL shall provide justification in the evaluation report for using these results.

Upon completion of the evaluation, the ATL shall log into the CTIA Certification database and:

- Enter the CRSL version used for the evaluation (the version to be used is one that is active on the date the evaluation report is uploaded to the database)
- Verify the System information (correcting and updating as necessary)
- Enter the start and end dates of the review
- Upload the ATL evaluation report and the completed ATL Worksheets (the report and worksheets shall not contain any confidential/proprietary technical information). The vendor may then view and download these documents via the database.

The ATL evaluation report shall have a cover page with the company logo and shall include the following information:

- 1) System Vendor name
- 2) Model number(s) of host
- 3) Hardware version of host
- 4) Software version of host
- 5) Vendor names and model numbers of System components (batteries, cells, adapters). Should a Subsystem contain multiple model numbers, the specific model numbers used within the System shall be clearly identified.
- 6) Review date(s)
- 7) IEEE 1725 or IEEE 1625 version, and CRSL version
- 8) Summary of review
- 9) Person(s) who conducted review
- 10) Contact point
- 11) Lab accreditation identifier (issued by accreditation body), ATL authorization code

ATL evaluation reports, ATL worksheets, and declarations will be accessible by the vendor via the CTIA Certification database.

Unless authorized by the Subsystem Vendor, the Compliance Folder will be maintained in confidence by CTIA Certification.

5.4 Certification

Upon completion of the following items, the System will be certified:

- ATL evaluation report and completed ATL Worksheets uploaded by the ATL

5.5 Changes to Certified Systems

Once a System is certified, the System Vendor shall evaluate any changes within the Subsystems that fall within the scope of IEEE 1725 or IEEE 1625 to determine whether the changes impact the System certification. Changes that do impact the certification shall be submitted as an ECO (by logging into the CTIA certification database, selecting Battery System Certification Request and choosing "ECO Request"). Supporting evidence shall be provided to the ATL. For any changes, the current revision the CRSL and CRD shall be used, in addition a gap analysis must be performed by the ATL between the CRSL and CRD used for the most recently approved request and the current CRSL and CRD. Additional documentation and/or testing may be required if any requirements have changed.

Changes could include, for example:

- Changes to System components (e.g., new revisions)
- Addition or removal of System components
- New HW/SW revisions of the host

The System Vendor shall read and agree to the Declaration of Compliance for IEEE 1725 or Declaration of Compliance for IEEE 1625.

The vendor shall read and agree to the Battery System Certification Agreement.

Once a System is certified, any required changes to the host model number entered into the certification database shall be submitted as a new request.

Section 6 Certification Database

Certified Systems will be available for view, via the CTIA Certification database, to

- The System Vendor
- The ATL that certified the System
- Operators authorized by the System Vendor to view the certified System

System information that can be viewed will include:

- Host vendor name and model number
- HW/SW version of the host
- Battery vendor name(s) and model number(s)
- Cell vendor name(s) and model number(s)
- Adapter vendor name(s) and model number(s)
- Date certified
- Declaration of Compliance
- ATL evaluation report

Recognized Subsystems and Certified Adapters will be available for view, via the CTIA Certification database, to

- All System Vendors
- All Subsystem Vendors
- All Operators
- All ATLs

Subsystem information that can be viewed will include:

- Vendor name and model number
- Capacity (for Cells and Packs)
- Manufacturing Sites
- Revision #
- CRSL version used for the evaluation
- Date recognized

Note: The Subsystem Vendor can view all information entered in the database for their Subsystems, including the ATL evaluation reports and Declarations of Compliance.

Authorized cell manufacturing site detail will be available for view, via the CTIA Certification database, to

- Cell Vendors (can view only their own sites)
- All ATLs (can view all sites)

Site information that can be viewed will include:

- Vendor name, site name and address
- Comments
- CRSL version used for the evaluation
- Date authorized

Section 7 Site Authorization, Recognition, or Certification Challenges

7.1 Introduction

This section provides the process for challenging the continued validity of a site authorization, Subsystem recognition, Adapter certification or System certification.

7.2 Challenge Process

Any interested person may challenge the continued validity of a site authorization, Subsystem recognition, Adapter certification or System certification by submitting a written request to CTIA Certification. The written request must state with particularity the basis for the challenge.

CTIA Certification will review all such requests with the Operator members of the ATL Review Committee and will then determine the next steps, if any, in pursuing a challenge.

If a challenge is determined to be warranted, CTIA Certification will notify the challenged ATL and vendors that their continuing compliance with the program requirements has been challenged, and will provide the ATL and vendor(s) with the basis for the challenge. CTIA Certification will ask the ATL and/or vendor(s) responsible for the site authorization, Recognition, or Certification to respond to the issues raised by the challenge.

CTIA Certification, in consultation with the Operator members of the ATL Review Committee, also may ask the challenged ATL to re-evaluate the site, Subsystem or System. If deemed necessary, CTIA Certification may select a different ATL to re-evaluate the site, Subsystem or System.

7.3 Successful Challenge

If a challenge to a site authorization is affirmed, the site authorization will be revoked until the site can demonstrate its compliance with the program requirements and be re-authorized by CTIA. Cells manufactured at a site prior to its re-authorization, may have their recognition revoked. Subsequently, all Battery Packs and Systems utilizing the revoked Cells may also be revoked.

If a challenge to a Subsystem recognition is affirmed, the Subsystem recognition will be revoked. Subsequently, all impacted Subsystems/Systems utilizing the revoked Subsystem may also be revoked.

If a challenge to a System certification or Adapter certification is affirmed, the certification will be revoked.

Subsystem recognitions, Adapter certifications and System certifications may be reinstated if a re-evaluation shows no issues with the Subsystem/System and demonstrates its compliance with the program requirements.

If it is determined that the challenged ATL did not properly follow the program requirements, the ATL may be placed on probation or have its ATL authorization revoked.

Appendix A Recognition and Certification Fees

The fee for Subsystem recognition is:

\$2,500 for Cell, Pack or Hybrid– Initial

\$750 for Adapter - Initial

\$0 for Cell, Pack or Adapter - ECO

The fee for Adapter certification is \$2,500.

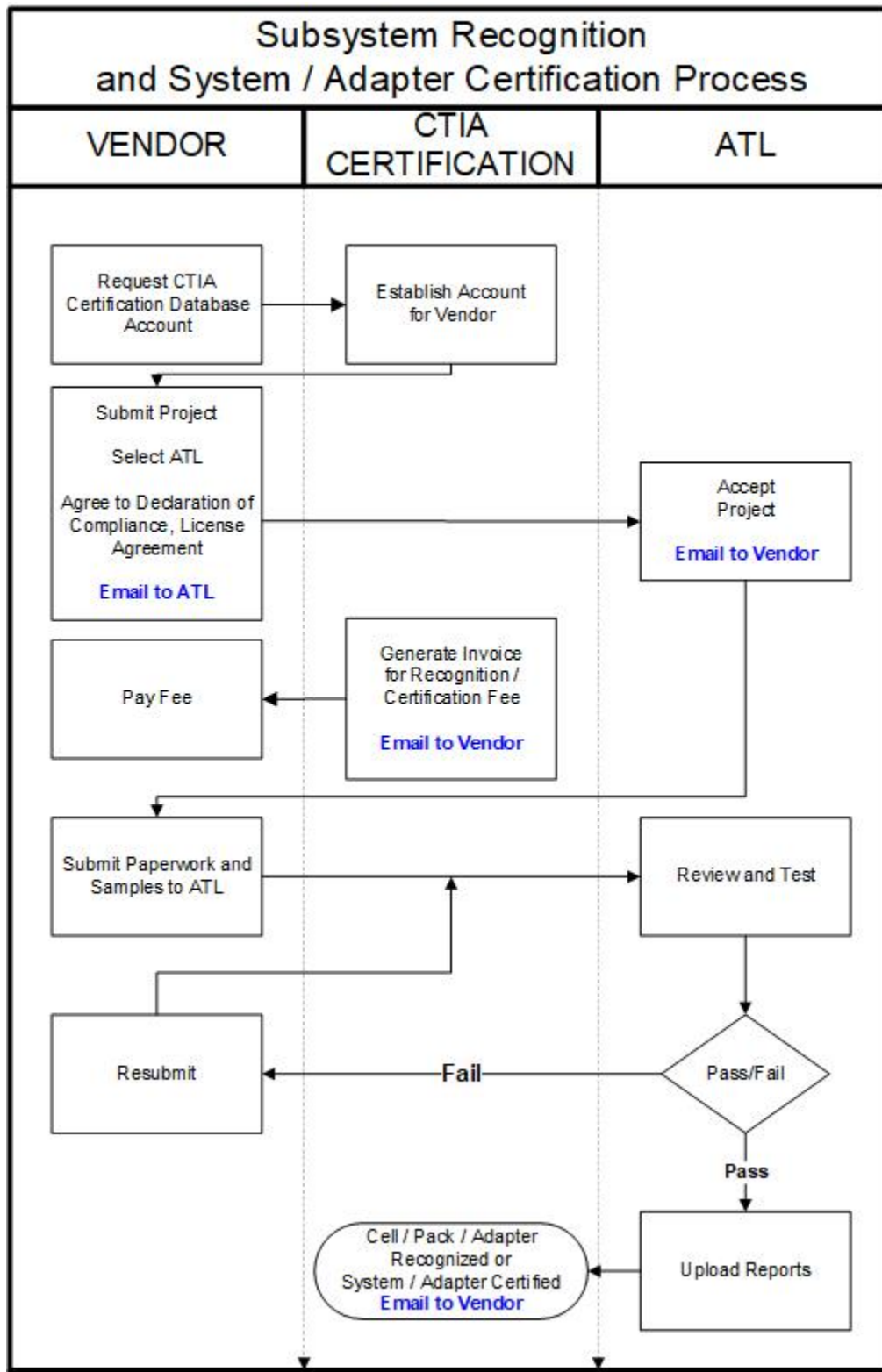
There is no fee for System certification.

These fees are separate from the fees charged by the ATL to evaluate compliance of Subsystems or Systems.

Appendix B ATL Authorization Requirements

Please see the Policies and Procedures for CTIA Authorized Test Laboratories document, available at <https://www.ctiacertification.org/test-labs/>.

Appendix C Process Flowchart



Appendix D Change History

Date	Revision	Description of Changes
October 2006	1.0	<ul style="list-style-type: none"> Initial publication
December 2006	1.1	<ul style="list-style-type: none"> Added BCRO Worksheets System Vendor supporting evidence no longer provided to CTIA Updated CRSL definitions Updated registration process
February 2007	1.2	<ul style="list-style-type: none"> Clarified that the BCRO evaluation report and the completed BCRO Worksheets shall not contain any confidential/proprietary technical information about the System Updated Declaration of Compliance and Submitter's Declaration
March 2007	1.3	<ul style="list-style-type: none"> Updated Indemnification clause of Battery Registration Agreement
April 2007	1.4	<ul style="list-style-type: none"> Clarified examples of supporting evidence
July 2007	1.5	<ul style="list-style-type: none"> Corrected typographical errors in Battery Registration Agreement: first paragraph of Indemnification section and second paragraph of Limitation of Liability section Added note that definitions may differ from definitions in IEEE 1725 Added process for submitting multiple host models in a single request
October 2007	1.6	<ul style="list-style-type: none"> Added process for allowing use of supporting evidence and evaluation data of previously registered Systems Corrected typographical errors in Battery Registration Agreement: second paragraph of Limitation of Liability section and No Approval section Updated Corrective Action and Indemnification sections of Battery Registration Agreement Updated signature area of Battery Registration Agreement
January 2008	2.0	<ul style="list-style-type: none"> Updated to incorporate transition from Phase One to Phase Two
March 2008	2.1	<ul style="list-style-type: none"> Corrected hyperlink references Updated Subsystem Vendor and ATL Roles & Responsibilities Updated Subsystem Recognition and System Registration Processes Clarified no recognition fee for ECO
July 2008	2.2	<ul style="list-style-type: none"> Added battery pack recognition Added certification database process for cell manufacturing site authorization

		<ul style="list-style-type: none"> Updated cell recognition process to include identifying the manufacturing site(s) Added that vendor can contact ATL/BCRO if changes are needed to data entered in a request Clarified that non-compliances will be resolved between the ATL/BCRO and the vendor Clarified that documents uploaded to the database by ATL or BCRO are available to vendor Updated Subsystem Recognition Agreement and System Registration Agreement execution processes
October 2008	2.3	<ul style="list-style-type: none"> Added adapter recognition and system certification Modified pack recognition request process Defined test samples required for cells and packs Updated Subsystem Declaration of Compliance and Subsystem Recognition Agreement to include battery and adapter
January 2009	3.0	<ul style="list-style-type: none"> Removed System Registration (Phase One) procedures Updated definition of Adapter Updated Subsystem Recognition Process - ATL Evaluation section to address packs with multiple cell revisions and to address parallel recognition of packs and cells Updated System Certification Process - ATL Evaluation to clarify samples required
March 2009	3.1	<ul style="list-style-type: none"> Updated Subsystem Recognition Process - ATL Evaluation section to address packs with multiple cell models Clarified cell manufacturing site re-audit requirement Added subsystem de-recognition process
September 2009	3.2	<ul style="list-style-type: none"> Added instructions for vendor to inform CTIA if P.O. number is required on certification fee invoice Renamed De-Recognition section to De-Listing and revised procedures. Clarified that multiple models of a subsystem may be submitted in a single request Added process for re-labeled subsystems Updated System ECO process Added Battery System Certification Agreement Amendment Included provisions for embedded battery packs and adapters
November 2009	3.3	<ul style="list-style-type: none"> Updated definitions

		<ul style="list-style-type: none"> • Added process flowchart • Changed "Other Recognition Request" to "Hybrid Recognition Request" • Clarified de-listing process • Clarified System Certification Requests with embedded packs or adapters • Added Hybrid to Subsystem Recognition fee schedule
February 2010	3.4	<ul style="list-style-type: none"> • Updated process for re-labeled subsystems • Added Embedded Packs and Embedded Adapters sections to Subsystem Recognition process • Updated process for certification of systems with embedded packs and embedded adapters
April 2010	3.5	<ul style="list-style-type: none"> • Updated Scope • Added meeting attendance requirements for ATLS • Added to Cell Manufacturing Site Authorization section: Sites not re-audited after the 12-month period will be removed from the list of authorized cell manufacturing sites; cells manufactured at those sites may no longer be submitted for recognition. • Clarified that changes to subsystem or host model numbers requires the submission of a new request
August 2010	4.0	<ul style="list-style-type: none"> • Added requirements for adapter certification and certification of systems without adapters • Added the word "any" in the first sentence of Sections 5.2 and 5.3 of both the Subsystem Recognition Agreement and the System Certification Agreement • Added items 1e and 1f to ATL Authorization Requirements/Assessment Process
January 2011	5.0	<ul style="list-style-type: none"> • Updated to incorporate IEEE 1625
February 2011	5.1	<ul style="list-style-type: none"> • Updated Definitions section to include BPMD, CRD and CRSL. Also updated ATL definition. • Updated System Certification Process – Introduction section to explain applicability of IEEE 1625 and IEEE 1725 • Updated ATL Authorization Requirements to allow ATLS to be authorized for the IEEE 1625 CRD and/or IEEE 1725 CRD
October 2011	5.2	<ul style="list-style-type: none"> • Updated processes for embedded packs • Updated Changes to Recognized Subsystems section • Updated Changes to Certified Adapters section • Clarified ATL evaluation of a pack containing multiple revisions of a cell or the same cell revision from multiple manufacturing sites

April 2012	5.3	<ul style="list-style-type: none"> • Updated IEEE 1725 reference to IEEE Std 1725™-2011 • Updated ATL Roles and Responsibilities to reference the Policies and Procedures for CTIA Authorized Testing Laboratories document • Updated Changes to Recognized Subsystems section to indicate that a change in the capacity of either a cell or a pack constitutes a new model • Added Site Authorization, Recognition or Certification Challenge section • Replaced text in Appendix B (ATL Authorization Requirements) with a reference to the Policies and Procedures for CTIA Authorized Testing Laboratories document
February 2013	5.4	<ul style="list-style-type: none"> • Updated embedded pack recognition process to include cases where the pack protection circuitry is part of the host
April 2013	5.5	<ul style="list-style-type: none"> • Updated embedded pack recognition process to include ATL statement regarding CRSL sections tested during pack evaluation
August 2013	5.6	<ul style="list-style-type: none"> • Further updates to ATL statement regarding CRSL sections tested during embedded pack evaluation.
December 2013	5.7	<ul style="list-style-type: none"> • Updated definition of Certified Adapter.
May 2014	5.8	<ul style="list-style-type: none"> • Updated System Certification Process – Introduction section to allow systems without an adapter to be tested against an Adapter Simulator or a Certified Adapter.
December 2015	5.9	<ul style="list-style-type: none"> • Updated Certified Adapter and Hybrid definitions
May 2017	6.0	<ul style="list-style-type: none"> • Added Audit Due Date to Definitions section • Updated Cell Manufacturing Site Authorization section • Declarations of compliance and license agreements made electronic • Updated process flowchart
October 2020	6.0.1	<ul style="list-style-type: none"> • Changed organization name from CTIA to CTIA Certification and updated contact email • Changed title of document to Battery Compliance Certification Program • Changed CATL to ATL • Updated certification database URL • Removed declarations of compliance and license agreements as these reside in the certification database • Updated process flowchart