



Criminal Justice Offender Tracking System Refurbishment Service Program Requirements

NIJ -RP 1004.00

December 2013

NCJ xxxxxx

Draft: Contents Subject to Change

NATIONAL INSTITUTE OF JUSTICE

Gregory K. Ridgeway, PhD

Acting Director

Deputy Director

Chris Tillery

Office Director, Office of Science and Technology

Davis Hart

Division Director, Operational Technologies Division

Debra Stoe

Physical Scientist, Operational Technologies Division

Jack Harne

Physical Scientist, Operational Technologies Division

The National Institute of Justice is a component of the Office of Justice Programs, which also includes the Bureau of Justice Assistance; the Bureau of Justice Statistics; the Office for Victims of Crime; the Office of Juvenile Justice and Delinquency Prevention; and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART).

Special Technical Committee

This document was developed by a Special Technical Committee of practitioners, technical experts, and others with experience in standards development and conformity assessment. Committee members, their organizations, and their professional affiliations or expertise are listed in Table 1 and Table 2.

Table 1. Practitioners

Type	Name	Organization	Professional Affiliation
Local	Tom Roy	Arrowhead Regional Corrections	American Probation and Parole Association American Correctional Association
Local	Dave Schepppegrell	Charlotte Mecklenburg Police Department	American Probation and Parole Association Fraternal Order of Police
Federal	Carlton Butler	Court Services and Offender Supervision Agency	American Probation and Parole Association American Correctional Association Fraternal Order of Police
Federal	Dean Johnson	U. S. Probation Office District of New Mexico	Federal Probation and Pretrial Officers Association National Alliance of Mental Illness
State	Denise Milano	California Department of Corrections and Rehabilitation	American Probation and Parole Association
State	Lin Miller	Washington State Department of Corrections	American Probation and Parole Association
Local	Dennis Potts	Harris County (Texas) Pretrial Services	American Probation and Parole Association National Association of Pretrial Services Agencies
State	Shawn Satterfield	Florida Department of Corrections	Florida Association of Community Corrections Florida Council on Crime and Delinquency

Table 2. Technical Experts and Others

Type	Name	Organization	Expertise
Federal	George Drake (contractor)	Corrections Technology Center of Excellence	Offender Tracking
Private	Desmond Fraser	Rhein Tech Laboratories, Inc.	Test Method Development
Private	Michael Gbadebo	ITC Engineering Services, Inc.	Test Method Development
Private	Harry Hodes	Acme Testing Co.	Test Method Development
Federal	Axel Rodriguez	U. S. Army Natick Soldier Research, Development, and Engineering Center	Test Method Development
Federal	Joe Russo (contractor)	Corrections Technology Center of Excellence	Offender Tracking
Federal	Jim Wong (contractor)	Savannah River National Laboratory	Standards

Advisory Working Group

The work of the Special Technical Committee was reviewed by an Advisory Working Group (AWG) made up of senior-level representatives from stakeholder organizations and individuals with experience in standards development and conformity assessment. Organizations represented on the AWG are listed in Table 3 below.

Table 3. AWG Members

Organization
American Probation and Parole Association (APPA)
American Correctional Association (ACA)
National Sheriffs' Association (NSA)
International Association of Chiefs of Police (IACP)
U.S. Department of Homeland Security (DHS)

FOREWORD

The U.S. Department of Justice, Office of Justice Programs, National Institute of Justice (NIJ), has developed this document, NIJ RP-1004.00, *Criminal Justice Offender Tracking System Refurbishment Service Program Requirements*, which specifies the program requirements that a certification body must comply with in order to act as a service certification body for purposes of offender tracking systems.

Those seeking guidance concerning the selection and application of offender tracking systems for criminal justice may wish to refer to NIJ Guide-1004.00, *Criminal Justice Offender Tracking System Selection and Application Guide*, published as a separate document.

NIJ standards are subject to continued research, development and testing, review and modification as appropriate on an ongoing basis. Users of this document are advised to consult the NIJ Standards and Testing Program webpage, accessed from www.nij.gov/standards, on a regular basis to determine whether the document has been revised or superseded.

Technical comments and recommended revisions are welcome. Please send all written comments and suggestions to: Director, National Institute of Justice, Office of Justice Programs, U.S. Department of Justice, Washington, DC, 20531, ATTN: NIJ Standards and Testing Program.

Nothing in this document is intended to create any legal or procedural rights enforceable against the United States. Moreover, nothing in this document creates any obligation for manufacturers, applicants, criminal justice agencies, or others to follow or adopt any NIJ voluntary equipment standard.

CONTENTS

1. SCOPE AND PURPOSE.....	1
2. REFERENCES.....	2
3. DEFINITIONS.....	3
4. GENERAL REQUIREMENTS.....	5
5. SELECTION AND DETERMINATION.....	6
6. REVIEW AND ATTESTATION.....	7
7. CERTIFIED MODEL LISTING.....	7
8. LABELING AND MARKING.....	8
9. SURVEILLANCE REQUIREMENTS.....	8
10. APPLICANT’S MANAGEMENT SYSTEM.....	9
11. REPORTS OF NONCOMPLIANCE, LACK OF FITNESS FOR INTENDED PURPOSE, FAILURE IN USE, OR SAFETY ISSUES.....	11
APPENDIX A. OTS PRODUCT DATA AND SUPPLIER ATTESTATION FORM...	13

1. SCOPE AND PURPOSE

1.1 Scope

1.1.1 This document specifies requirements for certification bodies certifying refurbishing services performed on offender tracking systems.

1.2 Purpose and Applications

1.2.1 This document addresses accreditation requirements for certification bodies to (1) help ensure consistent application of this document, (2) establish uniformity in the certification body accreditation process, and (3) provide transparent criteria for the operation of certification programs and accreditation of certification bodies.

1.2.2 To acquire or maintain accreditation, certification bodies shall meet or continue to meet the requirements established by this document, including any matter incorporated by reference.

1.2.3 The requirements of International Organization for Standardization/International Electrotechnical Commission (ISO/IEC) Guide 65 are hereby incorporated by reference, except as they may conflict with any provision of this document.

1.2.4 At the IAF General Assembly held in Rio de Janeiro in October 2012, the members agreed to a three year transition (IAF Resolution 2012-09) from ISO/IEC Guide 65 to ISO/IEC 17065:2012. Until the transition to ISO/IEC 17065 is completed on Sept. 15, 2015, any reference to ISO/IEC Guide 65 in the requirements portion of this document is interchangeable with ISO/IEC 17065 as long as it is applied consistently when applied to any single certification body. After Sept. 15, 2015, only ISO/IEC 17065 shall be applied.

1.3 Interpretations

1.3.1 Requests for interpretations of these certification program requirements shall be made in writing to: Director, National Institute of Justice, Office of Justice Programs, U.S. Department of Justice, Washington, DC, 20531, ATTN: NIJ Standards and Testing Program. Additional contact information may be found at www.nij.gov/standards.

1.3.2 Information marked "Note" is for guidance in understanding or clarifying the associated requirement.

1.4 Special Rules

1.4.1 In order to act as a certification body for purposes of this document, it is necessary to be designated as a certification body by NIJ. In the ordinary course, receipt and maintenance of accreditation from an accrediting body automatically confers NIJ designation with no further action by NIJ required.

1.4.2 NIJ reserves the authority to introduce new or revised requirements and to set transition times for compliance with those requirements.

- 1.4.3** NIJ reserves the authority to communicate with any criminal justice agency or the public to address officer safety concerns.

2. REFERENCES

The following publications are referenced in this document. For publications listed immediately below with a date, only the edition cited applies. For undated publications, the latest edition of the referenced publication applies, including any amendments.

2.1 Publications

ISO 9000:2005. *Quality Management Systems — Fundamentals and Vocabulary.*

ISO 9001. *Quality Management Systems — Requirements*

ISO/IEC Guide 23:1982. *Methods of Indicating Conformity with Standards for Third-party Certification Systems.*

ISO/IEC Guide 53:2005. *Conformity assessment – Guidance on the use of an organization’s quality management system in product certification.*

ISO/IEC Guide 65:1997. *General Requirements for Bodies Operating Product Certification Systems.*

ISO/IEC 17000:2004. *Conformity Assessment — Vocabulary and General Principles.*

ISO/IEC 17020. *General Criteria for the Operation of Various Types of Bodies Performing Inspection.*

ISO/IEC 17021. *Conformity Assessment — Requirements for Bodies Providing Audit and Certification of Management Systems.*

ISO/IEC 17025. *General Requirements for the Competence of Testing and Calibration Laboratories.*

ISO/IEC 17065. *Conformity Assessment – Requirements for bodies certifying products, processes and services.*

ISO/IEC 17067. *Conformity Assessment – Fundamentals of product certification and guidelines for product certification schemes.*

IPC-A-610. *Acceptability of Electronic Assemblies.*

IPC J-STD-001. *Requirements for Soldered Electrical and Electronic Assemblies.*

IPC-7711B/7721. *Rework, Modification and Repair of Electronic Assemblies.*

NIJ Standard-1004.00, *Criminal Justice Offender Tracking System Standard.*

Washington, DC: U.S. Department of Justice, Office of Justice Programs, National Institute of Justice.

3. DEFINITIONS

This document is intended to be used along with NIJ Standard-1004.00 and the definitions used in that document are hereby incorporated by reference.

In general, the definitions found in ISO/IEC Guide 65, ISO 9000 and ISO/IEC 17000 are incorporated by reference, except as they may conflict with the definitions below. Some definitions from incorporated matter are included below for convenience.

- 3.1 Accreditation:** Third-party attestation related to a conformity assessment body conveying formal demonstration of its competence to carry out specific conformity assessment tasks (ISO/IEC 17000, 5.6).

Note: “The term *accreditation* is now applicable only to attestation regarding a conformity assessment body” (ISO/IEC 17000).

- 3.2 Accreditation body (AB):** Authoritative body that performs accreditation (ISO/IEC 17000, 2.6).

- 3.3 Applicant:** Organization or person responsible to a certification body for ensuring that certification requirements, including product requirements, are fulfilled (adapted from ISO/IEC 17065, 3.1).

Note: For the purposes of this document, applicant will refer to the refurbishment service applicant unless otherwise stated; for example “new product applicant”.

- 3.4 Attestation:** Issue of a statement, based on a decision following review, that fulfillment of specified requirements has been demonstrated (ISO/IEC 17000, 5.2).

- 3.5 Audit:** Systematic, independent, documented process for obtaining records, statements of fact or other relevant information and assessing them objectively to determine the extent to which specified requirements are fulfilled (ISO/IEC 17000, 4.4).

- 3.6 Certification:** Third-party attestation related to products, processes, systems or persons (ISO/IEC 17000, 5.5).

- 3.7 Certification body (CB):** Third-party conformity assessment body (CAB) operating certification schemes (ISO/IEC 17065, 3.12).

- 3.8 Certification system:** Rules, procedures and management for carrying out certification (adapted from ISO/IEC 17000, clause 2.7).

- 3.9 Certification scheme:** *Certification system* related to specified products, to which the same specified requirements, specific rules and procedures apply.

Note: The rules, procedures and management for implementing product, process and service certification are stipulated by the certification scheme (ISO/IEC 17067).

- 3.10 Certified Model List:** A publicly accessible record of equipment models which indicates that the model has successfully met all requirements per the applicable conformity assessment scheme.
- 3.11 Class 2 (Dedicated Service Electronic Products):** Includes products where continued performance and extended life is required, and for which uninterrupted service is desired but not critical. Typically the end-use environment would not cause failures (IPC-A-610E-2010, 1.3).
- 3.12 Conformity assessment body (CAB):** Body that performs conformity assessment services (ISO/IEC 17000, 2.5).
- Note: An accreditation body is not a conformity assessment body.
- 3.13 Determination:** May include assessment activities such as testing, measuring, inspection, design appraisal, assessment of services, and auditing to provide information regarding the product requirements as input to the review and attestation functions (evaluation) (adapted from ISO/IEC Guide 67, 5.3).
- 3.14 Inspection:** Examination of a product design, product, process, or installation and determination of its conformity with specific requirements or, on the basis of professional judgment, with general requirements (ISO/IEC 17000, 4.3).
- 3.15 Manufacturer:** A commercial enterprise engaged in fabricating a product.
- 3.16 Mark of conformity:** A legally registered certification mark applied by or issued under the procedures of a third-party certification system for a product or service which is in conformity with specific standards or other technical specifications (ISO Guide 23, 3.1).
- 3.17 Model:** The manufacturer's design, with unique specifications and characteristics, of a particular item.
- 3.18 Product:** Except where the context indicates otherwise (e.g., in certain ISO documents), the term *product* means one unit of a particular model.
- 3.19 Review:** Verification of the suitability, adequacy and effectiveness of selection and determination activities, and the results of these activities, with regard to fulfillment of specified requirements by an object of conformity assessment (ISO/IEC 17000, 5.1).
- 3.20 Rework:** The act of reprocessing noncomplying articles, through the use of original or equivalent processing, in a manner that assures full compliance of the article with applicable drawings or specifications (IPC-7711B/7721B, 1.4).
- 3.21 Safety Alert:** Notification to users or the public of an actual or potential safety issue with a specific product(s) or model(s), including identification of the product(s) or model(s); a

description of the concern, its ramifications, and how it was identified; recommended actions to be taken; and/or other relevant information.

- 3.22 Selection:** Planning and preparation activities in order to collect or produce all the information and input needed for the subsequent determination function.

Note: Adapted from ISO/IEC 17000, clause A.2.

- 3.23 Surveillance:** Systematic iteration of conformity assessment activities as a basis for maintaining the validity of the statement of conformity (ISO/IEC 17000, 6.1).

4. GENERAL REQUIREMENTS

- 4.1** The certification body shall be accredited to the requirements of this document and ISO/IEC Guide 65. Accreditation of the certification body shall be issued by an accreditation body that is a signatory to the International Accreditation Forum (IAF) Multilateral Arrangement (MLA) for the scope of product certification.
- 4.2** To acquire or maintain accreditation, the certification body shall give prior written consent to the accreditation body's provision to NIJ (upon its request) of information gained in the course of the accreditation body's activities.
- 4.3** For conducting testing, the certification body shall use only test laboratories that are accredited to ISO/IEC 17025 by an accreditation body that is a signatory to the International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition Arrangement.
- 4.3.1** The test laboratory's scope of accreditation shall include the standard or test method for which it is supplying data.
- 4.3.2** The test laboratory shall be independent of any applicant.
- 4.4** If the certification body elects to use external inspection bodies for conducting manufacturing facility inspections and audits, any such use shall meet the requirements of ISO/IEC 17020.
- 4.5** Prior to any initial determination of compliance, the certification body shall obtain:
- (1) Written consent of the applicant for the certification body to provide to NIJ (upon its request) information gained in the course of the certification body's activities relating to the applicant or a particular product or model; and
 - (2) Written agreement from the applicant to promptly provide applicant records (see Section 10.7) to NIJ upon its request.
- 4.6** The certification body shall promptly provide to NIJ (upon its request) any information:
- (1) Pertaining to the compliance of any product, model or service; or

(2) Pertaining to its accreditation.

4.7 The certification body shall promptly notify NIJ of any product recall notices it receives under Section 11.

4.8 The certification body shall require the applicant to include, prominently, in the user information for each OTS, the following:

“Potential purchasers and users are strongly advised to consult the NIJ Standards and Testing Program webpage, accessed from www.nij.gov/standards, and to review carefully any safety notice or other advisory that NIJ may have issued concerning public safety offender tracking systems.”

4.9 The applicant must use the same certification body for refurbishment as the new product applicant used for the model’s certification of compliance with NIJ Standard 1004.00.

4.10 It is the applicant’s responsibility to gain authorization from the new product applicant to access all certification body records pertaining to the new product certification of compliance with NIJ standard 1004.00.

4.11 Components and materials used in refurbishment are limited to those authorized by the CB in new products.

4.12 Offender tracking systems (OTS) shall be considered as Class 2 (Dedicated Service Electronic Products).

5. SELECTION AND DETERMINATION

5.1 Applicant must declare the scope of refurbishment to the CB and provide the following information:

(1) Listed product that will be refurbished:

- Model number,
- Applicant responsible for initial conformity assessment, and
- Associated certification body;

(2) Detailed list of refurbishment processes including components;

(3) Copy of listed product’s original letter of attestation; and

(4) Copy of letter/agreement with new product applicant responsible for initial conformity assessment describing scope of cooperation (bill of materials, material data sheets, schematics, supplier).

5.2 The applicant’s refurbishment scope shall have the following limits:

- (1) Discrete components or assemblies supplied by external sources for new product certification shall not be reworked. They may only be replaced in their entirety.
- (2) Only assembly processes (and their results) performed by the new product applicant and documented during the new product certification may be reworked.

5.3 Quality management system documentation supplied by the applicant shall demonstrate compliance with the management system requirements identified in Section 10.

5.4 The program shall include the following testing of at least three examples of all refurbishment processes:

- (1) Location Signal Acquisition Test (6.8),
- (2) Accuracy Test (6.9),
- (3) Multi-Piece Separation Detection and Alert Test (6.13),
- (4) Rechargeable Battery Test (6.17) excluding both Sub clause 6.17.3.4 and the reporting of I_c ,
- (5) Loss of Location Alert Test/Communications Failure Alert Test (6.20),
- (6) Metallic Shielding Detection and Alert Test (6.21), if applicable
- (7) Cellular Interference/Jamming Detection and Alert Test (6.22), if applicable
- (8) GPS Interference/Jamming Detection and Alert Test (6.23), if applicable.

Note: If all refurbishment processes covered by the applicant's scope can be performed on a single sample (even though said maintenance is not called for) than three samples where each demonstrate the entire applicant's refurbishment scope may be used.

5.5 Unless otherwise specified by the standard, the CB may work with the applicant to identify when testing conditions are appropriate for testing.

6. REVIEW AND ATTESTATION

The records demonstrating compliance with the requirements of this document shall be verified as being complete and correct prior to granting attestation.

7. CERTIFIED MODEL LISTING

7.1 The certification body shall maintain a certified model listing of applicable models, including a Web-based listing.

7.2 The certified model list for this product category shall include the following information:

- (1) Active/passive,

- (2) GPS and/or other,
- (3) Multi-piece/single-piece,
- (4) Precision algorithm capability,
- (5) Metallic shielding detection,
- (6) Cellular interference-jamming detection,
- (7) GPS interference-jamming detection,
- (8) Battery types,
- (9) Body attached/not.

7.3 Any certified model listing shall display the following prominently:

“Potential purchasers and users are strongly advised to consult the NIJ Standards and Testing Program webpage, accessed from www.nij.gov/standards, and to review carefully any safety notice or other advisory that NIJ may have issued concerning offender tracking systems.”

8. LABELING AND MARKING

8.1 The original mark of conformity applied when the product was new must be removed, altered or covered such that it is clear to a typical practitioner that it no longer applies.

Note: The mark of conformity may be altered by adding the word *Refurbished* immediately adjacent.

8.2 The certification body shall not authorize applicants to use any mark of conformity or reference to the certification body on any product that has not been refurbished in accordance with this program.

8.3 The certification body shall require its mark of conformity to be part of, attached to, or immediately adjacent to a product label that otherwise satisfies the requirements for labeling in NIJ Standard-1004.00.

8.4 The certification body shall require its mark of conformity to be legibly printed.

8.5 The refurbished mark of conformity must clearly indicate the product is refurbished and not new.

9. SURVEILLANCE REQUIREMENTS

9.1 Initial Product Inspections

9.1.1 Shall be scheduled and take place prior to any refurbished OTS leaving the facility.

Refurbished OTSs may begin shipping immediately following satisfactory completion of the onsite inspection.

9.1.2 Shall consist of:

- (1) Onsite management system verification of compliance with Section 10,
- (2) Onsite audit of refurbishment processes to internal SOPs with demonstration samples to be used as part of the testing samples,
- (3) Collection of samples (or sets of samples) such that all refurbishment processes identified in scope are represented three times.
- (4) Testing of collected samples as described in Sub clause 5.4.

9.2 Inspections Following the Initial Product Inspection

9.2.1 Shall be scheduled and should be performed at least once every two years. In the event that it has been more than 27 months since the last product inspection, the applicant's production of that product shall be suspended until a product inspection can be completed.

9.2.2 Shall include the requirements for initial product inspections described in Sub clause 9.1.2.

9.3 Changes

9.3.1 Changes to the scope of refurbishment must be submitted to the certification body and approved prior to implementation and shall continue to be limited as described in Sub clause 5.3.

9.3.2 Any changes in the design or materials must be submitted to the certification body by the new product applicant as a change to be incorporated into new products and approved using the new product scheme.

10. APPLICANT'S MANAGEMENT SYSTEM

10.1 The applicant shall establish and maintain an ISO 9001 compliant management system (with respect to refurbishing offender tracking systems) at each manufacturing location prior to beginning refurbishment under this scheme.

- This shall be demonstrated with an ISO 9001 certificate issued by a certification body that is accredited as conforming to ISO/IEC 17021 by an accreditation body that is a signatory to the IAF MLA.
- Or, if the applicant has not previously refurbished OTS under this scheme, the applicant may demonstrate compliance with ISO 9001 for the three months following initial product inspection by providing the conformity assessment body

a completed form similar to that provided in ISO/IEC Guide 53, Appendix B.

10.2 The applicant's quality management system shall:

- (1) Include all applicable requirements contained in IPC-7711B/7721B;
- (2) Include all applicable requirements contained in IPC J-STD-001;
- (3) Address all applicable requirements and recommendations contained in IPC-A-610;
- (4) Require agreements concerning product discontinuance notices for major components; and
- (5) Require at least 5 percent of refurbished OTSs shall have the discrete components and processes reported in sub clause 5.1 inspected in accordance with IPC-A-610.
 - Defects shall be corrected or discarded and recorded for Management Review, and
 - Process Indicators shall be recorded for Management Review.

10.3 The applicant shall have in place a documented product recall process to be used in the event that the applicant decides, or is required by the certification body, to issue a product recall. The product recall process shall satisfy the certification body.

10.4 The certification body shall require that the applicant implement a quality control check of all refurbished OTSs prior to their leaving the facility. This quality control check shall consist of the OTS Functionality Test specified in NIJ Standard-1004.00, Section 6.25, with the exception that verification of a single location point is sufficient to meet this requirement. Multiple location points do not need to be collected over a time period of 30 minutes.

10.5 Applicant shall complete the OTS Product Data Sheet and Supplier Attestation from Appendix A for every OTS and make available for review by the end user when requested.

10.6 The applicant shall keep a maintenance history of each OTS unit (by serial number), including component replacement and repair. Field-replaceable system level components need not be included. This history shall be made available to the customer upon request.

10.7 The applicant shall maintain at least the following records for the entire time the related product model is refurbished plus either five years or the expected life or warranty period of the product (whichever is greater):

- (1) Information provided by the certification body relating to the applicant or a particular product or model;
- (2) Information prepared in response to the certification body's certification-program-

- related activities;
- (3) Returns and complaints related to products and actions taken in response;
- (4) Documentation related to product recall;
- (5) The record of every *OTS Certified Product Data Sheet and Supplier Attestation* for each product;
- (6) Any firmware change(s), including defect repairs, security patches, upgrades, or enhancements;
- (7) Any tracking system software changes; and
- (8) Record of quality control checks to include device identification, employee responsible, and date.

11. REPORTS OF NONCOMPLIANCE, LACK OF FITNESS FOR INTENDED PURPOSE, FAILURE IN USE, OR SAFETY ISSUES

- 11.1** The certification body shall establish procedures for dealing with reports (or indications) from any source, including surveillance, that certified products are noncompliant, are unfit for the intended purpose, have failed in use, or involve a safety issue.
- 11.2** When a report under Section 11.1 is received by the certification body, the credibility of the report shall be investigated.
- 11.2.1** When investigation reveals that the report is other than frivolous, the certification body shall notify NIJ promptly, providing, at minimum, applicant name(s), model number(s), and the substance of the allegation(s).
- 11.3** The certification body shall require the applicant promptly to notify it in writing whenever the applicant determines that a certified product may be noncompliant, be unfit for the intended purpose, have failed in use, or involve a safety issue. The certification body shall require the applicant to provide information about its review to assist the certification body with its investigation.
- 11.3.1** The certification body shall require the applicant to notify it of any safety alert or certified product recall not initiated by the certification body, as soon as the decision to issue the same has been made.
- 11.4** If the investigation reveals the certified product to be noncompliant, to be unfit for the intended purpose, to have failed in use, or to involve a safety issue, and action is indicated, the certification body, with prompt notice to NIJ, shall take at minimum one or more of the following actions:
- (1) Require the applicant to issue a safety alert, when, in the opinion of the certification body, such an alert is necessary or advisable to inform users or the public;

- (2) Require the applicant to issue a product recall, when, in the opinion of the certification body, such a recall is necessary or advisable to protect users or the public;
- (3) Suspend or withdraw the model certification;
- (4) Remove the product from its certified model listing or to annotate its certified model listing entry, as appropriate, to explain the action(s); and
- (5) Take such action(s) as may be appropriate.

The certification body shall provide a report to NIJ of its findings and related information, promptly upon request.

Draft: Contents Subject to Change

Appendix A. OTS Product Data and Supplier Attestation Form

Applicant (Supplier) Information	
Supplier Name	
Supplier Address	
Supplier Telephone	
Supplier E-mail Address	

OTS Model Information	
Model	
Configuration	One-piece or Multi-piece
Software Version at Data Center	
Firmware Version on Body-Attached Device	
Date of Model Certification	
Certification Body (CB) Name	
CB Web Address	

OTS Product Information	
Serial Number	
Date of Manufacture	
Location of Manufacture	
Date of Verification Testing	
Software Version at Data Center (and history of revisions since original)	
Firmware Version on Body-Attached Device (and history of revisions since original)	

Supplier Attestation	
The supplier attests that the information contained in this data sheet is correct, accurate, and complete. At a minimum, the OTS Functionality Test* specified in NIJ Standard-1004.00, Section 6.25, was performed for this OTS (by the supplier or organization authorized by the supplier), and this product was verified to function properly.	
Signature of Legal Representative of Supplier	
Printed Name	
Telephone	
Date	

* The OTS Functionality Test requires that location points be collected over a time period of 30 minutes. It is acceptable for this attestation; if the supplier can complete the task of confirming the device has power, collecting a location point and transmitting that location point to a data center in a shorter period of time.