



Code of Practice for EMC - Personal Computer Assemblies

**For assemblers of Personal Computers (PCs) in New
Zealand – Issue 4 October 2015**



Introduction to Radio Spectrum Management

Radio Spectrum Management (RSM) monitors and enforces New Zealand's electromagnetic compatibility (EMC) regulatory requirements. The purpose of the EMC regulatory requirements is to minimise the electromagnetic interference that may affect other electronic products or disrupt radio communications. This is becoming increasingly important with the rapid growth in commercial and domestic use of electronic and wireless systems.

Purpose of the Code of Practice

The purpose of this Code of Practice (CoP) is to simplify the process for electromagnetic compatibility (EMC) compliance requirements made pursuant to regulation 32 of the Radiocommunications Regulations 2001, for PC assemblies.

Scope

This CoP covers personal computers, assembled from compliant components.

Compliance

All products that fall within the scope of the regulations must meet appropriate compliance requirements. Electrical and electronics sub-assemblies must be labelled with the [Regulatory Compliance Mark](#) (RCM). Radio transmitting sub-assemblies must be labelled with R-NZ.

Accountability for compliance with regulatory arrangements rests with the New Zealand supplier, who must take responsibility for any products placed on the market. New Zealand suppliers can be importers, distributors or manufacturers who supply electrical, electronic and radio products to the New Zealand market.

Requirements for PC Assemblers

A PC is made up of individual components known as sub-assemblies. Electronic components include, but not limited to hard drives, DVD drives, motherboards, sound network and video cards. Wireless components (i.e. employing radio transmitters) include, but not limited to WiFi, Bluetooth and ZigBee.

PC assemblers and their customers need to be aware of New Zealand compliance requirements specifically the [Radiocommunications \(Compliance\) Notice 2013 No.2](#), [Radiocommunications \(EMC Standards\) Notice 2015](#) and the [Radiocommunications \(Radio Standards\) Notice 2015](#) or a notice in replacement thereof.

Where a supplier assembles a PC using compliant and labelled sub-assemblies, the device is deemed to comply with the standard. Testing the finished product against the standard is not required unless requested by the Ministry where reason exists to doubt effective compliance (e.g. interference may have been traced to operation of the PC).

What you must do

If you are a computer assembler you must do the following:

1. Register as a responsible supplier via the [ERAC database](#).
2. Ensure that the various computer sub-assemblies you use meet the appropriate New Zealand, or other Standard as prescribed and gazetted by the Ministry.
3. **Create a Compliance Folder.** For PCs assembled by the supplier, the assembler must hold compliance documentation as follows:
 - a signed Declaration of Conformity. The Declaration of Conformity must state that all the PCs you have assembled and supplied are made up of compliant, labelled sub-assemblies, and compliance of the assembled products is assumed on that basis. This is your legal statement that your products comply with the required standard.
 - a listing of all sub-assemblies used in the assembled products.
 - transmitter power and frequency, or frequency range of the sub-assemblies (wireless components only).
 - a list of suppliers of those sub-assemblies.

If you are the importer or manufacturer of a sub-assembly, you will also need to establish compliance documentation for the sub-assembly.

4. **Label all PCs with the RCM mark.** The label signifies that the computer has been assembled entirely from compliant sub-assemblies and can be deemed compliant with New Zealand's compliance requirements.

If you are the importer or manufacturer of a sub-assembly, you will also need to label the sub-assembly appropriately.

You are responsible for arranging the printing of the labels. A copy of the RCM in electronic form, together with details of the minimum character size can be obtained from the [RSM website](#).

Marking a non-compliant product with the RCM is illegal. The label must be located permanently on the external surface of the computer as close as practical to the model identification

Important note

Cases

Assemblers need to be aware that RCM labelled component sub-assemblies will normally have been tested for compliance in a representative, effectively shielded metal case. The use of a less effective shielded case (e.g. made partly or entirely of plastic, or with cut-outs or windows) may render the assembled product non-compliant. Assemblers using such cases may be required to provide evidence from testing that the completed PC does meet the required standard.

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