

Extended user information for

D atabase for the

E xchange of

T ype

A pproval Documentation

as of: April 19

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1 Document attribute “ID”

The document attribute ID is a unique consecutive number assigned by the system identifying the document. The ID cannot be changed. The document ID is not the unique identifier.

2 Document attribute “Type Designation”

In case of an IWVTA the attribute “Type Designation” is mandatory and has to be filled in. In all other cases it is optional to enter values here.

3 Document attribute “Approval Type”

The field “Approval Type” is by default prefilled with the value “Other”. In case of an IWVTA change that value to “IWVTA”.

4 Document attribute “Manufacturer”

The term “Manufacturer” in DETA is used synonymous to the term “Approval holder”. In DETA a manufacturer is identified by Name_City_Country.

5 Document attribute “Release Date”

Until this release date (e.g. a press release date) the documents shall be regarded confidential between TAA and MNF.

6 Rights on documents and document parts

After filling in the attributes of the document and clicking on “Next>” “Step 3 of 4: Administer document rights” appears. At this point everything is okay as configured. So choose “Next>”.

The screen “Step 4 of 4: Administer document parts” is shown.

Name

For uploading the certificate fill in “CERT” in the field and select the appropriate file from your local system. If that is the only document part you want to upload click on “Finished” and the file will be uploaded to DETA.

For uploading further document parts click on “New”. Insert “IF” for uploading the information folder respectively “TR” for uploading the test report. If uploading IF or TR you have to choose “Rights” after selecting the file.

Document parts should be named as follows:

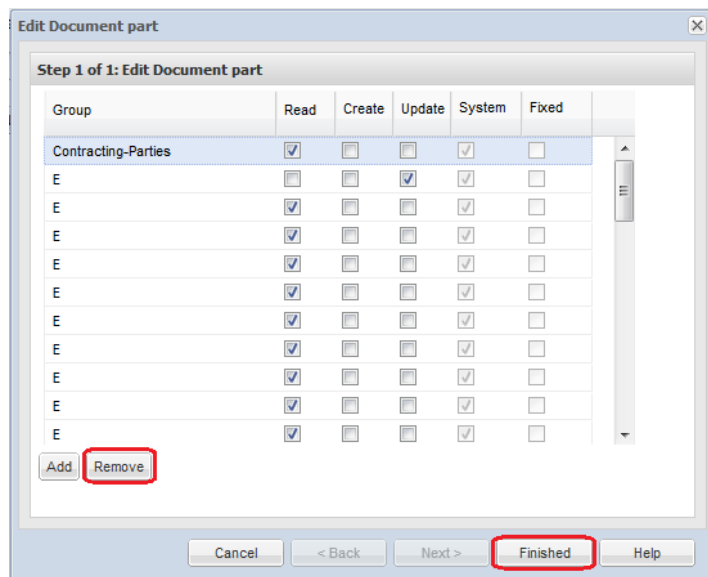
Approval document: CERT-<Number>

Information folder: IF-<Number>

Test report: TR-<Number>

Other documents: OTHER-<Number>

“Step 1 of 1: Edit Document part” is shown.



Select the group “Contracting-Parties” and remove that group. This step is necessary as only the certificate shall be readable for all contracting parties but not IF and TR. If there are other groups that shall not be able to see that document part remove those groups as well.

“Finished” will save the changes.

For uploading other document parts than CERT, IF or TR fill in “OTHER” in the field “Name” and proceed as described above.

7 Revision, Correction

Revisions and corrections are intended to be new document parts to the respectively document. Therefore when creating a new document part the mandatory fields are already completed. The user then must complete the revision date field (although it is not marked as mandatory).

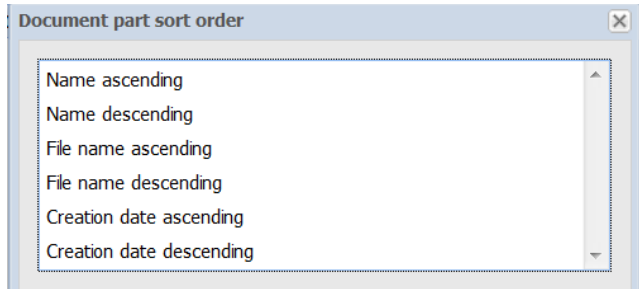
8 Order of document parts

The order of the document parts shown in the bottom part of the application



CERT (24 KB) IF (28 KB) TR (26 KB)

can be changed by selecting “Sort...” on right mouse key.



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