



**Homologation procedure for relays to be installed as
automatic separation system, mains decoupling relay or
multifunction IED-relay
according to the technical prescription C10/21 & C10/23**

Procedure description

(edition 2021-05)

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1. Introduction

1.1. Synergrid lists of homologated materials for use on Belgian public grids

This homologation procedure deals with the introduction of new types of relays to be installed as automatic separation system, mains decoupling relay or multifunction IED-relay on the Belgian territory.

This procedure applies for the list C10/21 and C10/23: These lists contains all relays homologated in Belgium by Synergrid, taking into account the international standards and the common requirements for all Belgian DSO's. Additional DSO-specific requirements may apply.

The lists C10/21 and C10/23 are available on the website of Synergrid www.synergrid.be, which is currently only available in Dutch and French.

- On the homepage of the Dutch version of the website, choose “gehomologeerd materiaal” in the blue menu on the left. You will find the list below “Elektriciteit” – “Relais”.
- On the homepage of the French version of the website, choose “matériel homologué” in the blue menu on the left. You will find the list below “Electricité” – “Relais”.

1.2. Homologation procedure & available documents

	Homologation procedure of relays according to the technical prescription C10/21 & C10/23, Procedure description (= this document)
	Technical file for homologation

For the introduction of a new relay to be installed on the DSO-grid, all steps described in chapter 2 need to be followed.

1.3. Languages

The following languages are acceptable. Documents in other languages than stated below are not valid and will not be evaluated nor taken into consideration. Test reports in English are preferred.

Request for homologation (by email)	Dutch, French, English
Filled-in Synergrid document C10/21 & C10/23	Dutch, French, English
Test reports, technical brochures, ...	Dutch, French, English (German)
Communication with Synergrid	Dutch, French, English

2. Homologation procedure

2.1. Request for homologation

The manufacturer who wishes to apply for the homologation of a relay must apply and submit an official written request to Synergrid.

- Requests to (individual) DSO's will not be taken into account: only centralized requests made directly to Synergrid are acceptable.
- The request shall be made **by e-mail at CE10@synergrid.be**.

In his request the applicant must clearly state the following information:

- Contact details of the Single Point of Contact of the applicant
- Contact details of the manufacturer
- Contact details of the supplier (if different from the manufacturer)
- Brand and type of the relay
- Complete technical dossier based on C10/21 & C10/23.

2.2. Introduction of the technical file C10/21 & C10/23

The technical file shall be submitted in electronic form by email, using a File transfer medium for large documents if necessary.

The technical dossier needs to be certified (complete name, signature and company stamp) by a representative of the applicant, who can legally bind the applicant.

Synergrid will not start the homologation procedure, and thus will not send a price offer before all of the above conditions are met.

2.3. Synergrid offer for homologation

After receipt of the request for homologation, including the technical file C10/21 & C10/23, Synergrid will first do an administrative check to verify the completeness of the technical file.

Within 15 working days after receipt of the request and documents, Synergrid will answer as follows:

- In case of **an incomplete technical file C10/21 & C10/23** (for example: incomplete technical file), Synergrid will inform the applicant and ask for completion, without making an offer.
- In case of a **complete technical file C10/21 & C10/23** Synergrid will inform the applicant and sends the corresponding offer for homologation to the applicant.

This offer includes:

- Administrative check of completeness of the technical dossier.
- Technical analysis of the technical dossier based on the requirements in C10/21 & C10/23.
- Testing in a by Synergrid appointed laboratory based on the requirements in C10/21 & C10/23.
- Homologation report to and evaluation by the CE10 commission of Synergrid
- Publication on the list C10/21 or C10/23 on the website of Synergrid.

A homologation offer has a validity of 3 months.

After receipt of the order of the study, Synergrid will send an invoice to the applicant, and will start the homologation study.

2.4. Technical study by Synergrid

The completed technical file C10/21 & C10/23 – Part 1 – Checklist will be analysed by Synergrid. After analysis of this part, the applicant is requested to send a test relay including all required material incl. software to the by Synergrid appointed laboratory for testing based on the requirements in C10/21 & C10/23 – Part 2 – Test labo.

During the analysis of the technical dossier, direct contact between the lead and the applicant may take place.

After analysis of the technical dossier C10/21 & C10/23, the result of the study will be evaluated by the CE10 commission of Synergrid, consisting of DSO experts.

The study will be finished within 6 months.

2.5. Communication of the homologation result by Synergrid

Synergrid will notify the applicant of the positive or negative result of the decision by the CE10 commission.

- In case of a **negative evaluation** the applicant will receive the remarks of the analysis, so that a possible new request for homologation can be send after making the necessary adaptations to obtain a homologation.

- b. In case of a **positive evaluation**, the enclosures will be published on the C10/21 or C10/23 homologation list.

The updated list C10/21 or C10/23 will be published on the Synergrid website within 3 weeks after approval by the CE10 commission of Synergrid.

Remark:

All modifications to relays already homologated need to be reported to Synergrid before applying them. The CE10 commission of Synergrid will then decide if a new or partial homologation is needed. See also next chapter.

3. Renewal and retain of homologation

3.1. Renewal of homologation due to an update of the homologation procedure

If the standards and/or the Synergrid prescriptions for C10/21 or C10/23-homologation have been updated since the initial homologation was obtained, a renewal of the homologation will be necessary.

Synergrid will notify all manufacturers with homologated enclosures on the list C10/21 and C10/23 of this change, and invite them to introduce a request for renewal of the homologation.

A transition period of at least 6 months¹ for the validity of the already obtained homologation will be foreseen, to provide time for the renewal of the homologation, and phase out relays that will disappear from the list. After this transition period, the homologation of all relays that did not obtain a renewal of the homologation will be withdrawn, and they will be removed from the lists C10/21 and C10/23.

3.2. Retain or renewal of homologation when applying modifications to relays

If the manufacturer plans to apply changes to already homologated relays, he shall notify Synergrid of this planned changes before applying them. This notification of Synergrid is done via Sheet 3 – Notification of change and by email on CE10@synergrid.be, explaining the planned changes, and accompanied by a reduced technical file i.e. checklist and proofs of conformity, clearly stating the planned changes and thus indicating their impact on the homologation.

The CE10 commission of Synergrid will then evaluate the information and decide if a full or partial renewal of the homologation is necessary. Synergrid will inform the manufacturer of this decision.



If Synergrid detects a modification to the design of a homologated relays, or receives reliable information about such modification, without being notified by the manufacturer as stated above, the homologation can immediately be withdrawn without prejudice to any other action that may be taken by Synergrid, its members or any other person.

¹ The length of the transition period will be determined by Synergrid