

I N F O C E R T

STRENGTHS OF INFOCERT

VISIBILITY OF THE NF MARK



84% OF FRENCH PEOPLE HAVE ALREADY HEARD ABOUT THE NF MARK AND THE VALUES IT REPRESENTS ACCORDING TO THEM ARE : QUALITY, CONFIDENCE AND SECURITY.

A WIDE REPRESENTATION



$\frac{3}{4}$ OF THE CERTIFIED SOFTWARE ON THE MARKET HAVE CHOSEN THE NF525. ESPECIALLY FOR ITS COSTS AND THE REACTIVITY OF INFOCERT.

THE STRENGTH OF A CONVINCING THIRD PARTY



CHECKS MADE BY INFOCERT AS A THIRD PARTY PROBANT ARE FOR YOU A GUARANTEE OF IMPARTIALITY AND INDEPENDANCE.

A STRUCTURING CERTIFICATION



OUR CERTIFICATION RULES ARE RECOGNIZED BY PROFESSIONALS AND REGULATORY AUTHORITIES AS REFERENCES IN ORDER TO RECOGNIZE THE COMPLIANCE OF A SOFTWARE.

INFOCERT
NF525

Since 1, January 2018, any person or company, subject to VAT, nature or legal person, private or public law, who make use of an accounting software, management or cash system, **must submit to the provisions of Article 88 of the so-called « anti-VAT fraud » law.**

This article specifies that **any person subject to VAT, must, when recording the regulations of his customers,** by mean of an accounting or management software or a cash register system, **use a software or system that satisfies the conditions of inalterability, security, storage and archiving of data.** And this, for the control of the tax administration.

To answer this law, INFOCERT, technical secretariat of AFNOR Certification, has developed a structuring reference system and proposes you a trusted certification.



LOGICIEL GESTION
DE L'ENCAISSEMENT

I N F O C E R T

N F 5 2 5



Our certification rules **integrates beyond the 4 conditions of the law** (inalterability, security, preservation and archiving of data), **the main accounting requirements, tax, control of computerized accounting, trade law, etc.** It is a guarantee of confidence and reliability for your software.

Certification is based on the main pillars : first one is **the dictionary** (that defines all the data of the software and specifies its meaning and use), second one are the **software requirements** (that describe the data processing method) and finally the **audit of the quality system** (that allows to control the compliance of the software over time. This is a guarantee of the quality of the software and its documentation.)

NF525 FOR THE PUBLISHERS

SECURITY

Obtaining the NF525 certification is the solution for you to be secured.

INFOCERT will verify how you meet the requirements and this audit will provide you security during the potential control made by Tax administration at your client's premises.



STRENGTHEN

customer confidence by maintaining a product that is reliable and sustainable.



BE INFORMED

of regulatory developments and have a product that is regularly updated.



IMPROVEMENT

of the product quality in response to quality requirements (from ISO 9001 and ISO 25051).



THE NF MARK

is a recognized brand that inspires confidence, quality and security.



OPTIMIZATION

of the internal practices and processes (hotline, tests, documentation, etc.)



OPENING UP

to new markets by justifying the quality of its product and the virtuous approach in which the publisher has registered.

NF525 FOR THE USERS

CONFIDENCE AND QUALITY



Choosing a NF525 certified software is the assurance of having a software that will evolve according to the various regulatory texts and which will be monitored regularly. The publishers is subject to an annual supervision of his software, which represent for him, a significant investment, and for you, a guarantee of security and reliability.



The NF525 certification verifies the quality of the software and services provided by the publisher to its client, thus significantly improving its satisfaction : fewer bugs, up-to date documentation, controlled evolutions, an accessible and responsive hotline service, etc.



In addition, it provides security over time by providing, in case of cessation or interruption of activity, the ability for you to trace, secure and recover your data with ease.



**THE
CERTIFICATION**

To engage yourself in a certification process it's initiating a virtuous process of improvement and continuous evolution of its software.

This is not just a protection against sanctions or fines, it is part of a process of reliability, regular updating, traceability and quality improvement. It is to raise the level of requirement of its product to answer new commercial ambitions, an international development, or to answer to calls for tenders.

Indeed, the certification NF525, issued by AFNOR Certification, is widely recognized and gives your software a valuable competitive advantage within the framework of an ambitious commercial policy.

Our customers are our best prescribers, they recognize having made progress on the quality of their software by integrating requirements from the ISO 25051 standard which INFOCERT is one of the editor. They see fewer bugs, because the product is better tested, the satisfaction rate of their customers has significantly improved and the intervention of INFOCERT as a third party, is a major pledge of confidence for your customers and prospects.

For the NF525, if you are part of so-called "internal software", meaning, you have an integrated IT department in your company that has developed its own accounting software, you can not make your own attestation of conformity, you have a certification obligation.

In this case, this certification will allow you to comply with the law.

We work closely with different experts, each one recognized in their fields to succeed in your project of compliance and tax compliance, in the best conditions.

There are two phases that need to be distinguished : compliance that ends with the initial audit and the annual monitoring

A - The initial audit

Our specifications are structuring and just by reading the rules, which are personal and non-transferable, you will realize that there can be a lot of development work to do upstream.

Once this work will be done done, we will set a date for your certification audit together and an auditor will come to your premises to verify how you have developed your software. This audit generally lasts 2 days but its duration can vary. An admissibility will be carried out before the audit to prepare it well. The audit may be carried out by one or more auditors and will be followed by the sending of the list of deviations, which will have to be corrected if necessary.

B - The annual monitoring

Once certified, you get a certificate of conformity valid for one year and you will be able to access to a dedicated website where you will find all information about : changes in the rules, new legal or tax regulations, etc.

INFOCERT facilitates the monitoring and the necessary regulatory changes. You can at any time decide not to continue the process of certification as you are not engaged in the duration. However, the annual monitoring, is the insurance for your customers or your collaborators to remain in a dynamics of reliability, traceability and of confidence, because there is no conflict of interest of the publisher who would provide his own attestation to his customers.

The intervention of a convincing third party reassures the clients as to the quality and durability of the software. In addition INFOCERT will help you stand out from your competitors by helping you to enhance the NF certification, by tracing the fraud cases of your uncertified competitors who could misuse a NF trademark right they would not have (such as "tax certified" type or other abuse.).

Upon signing your quotation and payment of a deposit, you will be able to justify to tax authorities of your entry in the compliance process.

This certification process will be justified by a certificate of actual progress that we will deliver you. You will also appear (if you wish) on a dedicated website, visible by third parties.

Tax administration also authorized us to produce a press release and confirmed to us that **"any probative certification process that has not yet been completed will be taken into account during the controls."**

The purchase of the certification rules or of our trainings can be done directly on our shop, and training can take place in the weeks following the purchase.

The time to obtain certification will depend mainly on your responsiveness to bring your software into compliance.

We have a team of specialized auditors, and can schedule dates quickly depending on your availability.

In principle, the average time between signing the quote and issuing your certificate of compliance is 4 to 6 months.

As a reminder when using software that does not comply with the regulatory requirements, article L 80-0 of the Book of Tax Procedures provides the following penalties:

1

A fine of € 7,500 per cashing system and 30 days to comply. Then again € 7,500 fine and again 30 days days, etc. and this can go as far as the **rejection of accounting!**

2

The user of the software must also pay all the rights corresponding to the non-conforming receipts plus a penalty of 80% for fraudulent maneuvering.

3

For the publisher or the integrator, the fine is 15% of the turnover and the solidarity of the payments put at the expense of the user.

The legislator recalls that the establishment of a false attestation is a possible criminal offense of 3 years of imprisonment and a fine of 45,000 €.

THE PROCESS OF CERTIFICATION

1.

Certification request

2.

Evaluation of your software

3.

Report and decision

4.

Continuous monitoring

A - LETTER OF APPLICATION

In order to register in the certification process, please contact us so we will send you a letter of application. You will need to send it back completed and signed and once this will be done we will make an admissibility of your request so we will be able to send you the quotation for your audit of certification.

B - ADMISSIBILITY OF YOUR REQUEST

Its purpose is to assess the maturity of compliance of your product. This will be done remotely, at least one month before the scheduled date of your certification audit and it will help us verify with you that the prerequisites have been understood.

Once the administrative formalities done, you will receive, by email, a certificate of actual progress which will allow you in case of control of Tax Administration, to justify your progress in the certification process.

C - PLANNING THE AUDIT DATE

The planning of your certification audit will be done in cooperation with you following this admissibility.

A - CERTIFICATION AUDIT

The certification audit may be performed by one or more auditors and will be followed by the sending of a report with the list of deviations, which must be corrected if necessary (see – 4: Report and certification decision).

B - TRAVEL AND ACCOMMODATION EXPENSES

The initial audit will take place at your premises and the travel and accommodation expenses will be charged according to the actual costs incurred by the auditor. In case of long-distance travel (Guadeloupe, China, United States, etc.) transportation time charges will be charged.

A - REPORT

Following the audit, you will receive a report in which you can find, if there are some, the list of deviations.

They can be of two natures: either nonconformities which must be corrected to obtain the certification, or remarks and / or non-blocking comments for the certification.

Depending on the nature and type of deviations, remote control may be considered to validate the deviation correction, and a complementary order form will be sent.

B - DECISION

Following the results of all the controls, INFOCERT will ask AFNOR Certification to take one of the following decisions: certification agreement or refusal of certification.

In case of acceptance, the NF525 certificate is issued and will be accessible on our website and sent by email within a maximum of 15 days after notification of the decision.

In case of non-compliance, it will be possible to provide a new audit service after acceptance of a new purchase order.

A - CONTINUOUS MONITORING

After the initial certification, an annual surveillance audit will be organized, its duration depends on the changes on certification and legislative rules and the functional modifications of your software. A purchase order will be sent 3 months before the planned date of surveillance for the maintenance of the mark.

B - CERTIFICATION CYCLE

At the end of a 3-year cycle, a complete audit is organized.

A wide-angle landscape photograph showing rolling hills and mountains. The foreground is a grassy slope with some rocky outcrops. In the middle ground, there's a prominent rounded rock formation. The background consists of layers of mountains receding into the distance under a sky filled with soft, white clouds. The overall lighting is warm, suggesting late afternoon or early morning.

CONFORMITY ESTIMATION

Upon registration in the process, an attestation of actual progress can be issued and you can appear, if you wish, on our dedicated website for 6 months.

NF RULES - 890€

Available for purchase directly on our website : www.infocert.org

For NF203 and NF525, 50% of the amount will be refunded when ordering a certification audit.

ISO 25051 STANDARD - 92€

Available for purchase on the AFNOR website.

NF525 MEMBERSHIP - 450€

This will help us validate your registration in the certification process.

ANALYSIS AND ADMISSIBILITY OF THE REQUEST - 625€

This analysis and admissibility is very important as it makes possible to validate together the major points in order to reach compliance.

CERTIFICATION AUDIT - 2 800€

The certification audit usually lasts two days and allows one or more of our auditors to verify that your software complies with the regulation in force.

AUDIT REPORT - 1 400€

The audit report allows you to apply for a certificate and will be used to lists the deviations / comments.

ADMINISTRATIVE COMPLIANCE MANAGEMENT - 625€

This contains certificate management, trademark applications, brand extensions, etc.

TOTAL 6 437€

**YEARS
Y
Y+3**

This is only an overall estimate and not a quotation. The final price depends on the functional scope and the specificities of your software. Travel and accommodation expenses may be charged extra. Contact us to receive your personal quotation.

NF RULES - OFFERED

New rules of certification are free and will be available for download directly on internet, from your dedicated personal space.

ISO 25051 STANDARD - NOT APPLICABLE

L'achat de la norme ISO 25051 ne s'applique que la première année.

NF525 MEMBERSHIP - OFFERED

The purchase of ISO 25051 only applies in the first year.

ANALYSIS AND ADMISSIBILITY OF THE REQUEST - 625€

This analysis and admissibility is very important as it makes possible to validate together the major points in order to reach compliance.

CERTIFICATION AUDIT**- 1 400€**

Annual monitoring usually lasts one day and in some cases can be done remotely. This point will be checked during the admissibility analysis.

AUDIT REPORT - 700€

The audit report allows you to apply for a certificate and will be used to lists the deviations / comments.

ADMINISTRATIVE COMPLIANCE MANAGEMENT - 625€

This contains certificate management, trademark applications, brand extensions, etc.

TOTAL**3 350€****YEARS****Y+1****Y+2**

This is only an overall estimate and not a quotation. The final price depends on the functional scope and the specificities of your software. Travel and accommodation expenses may be charged extra. Each year, a right to use the NF Mark (function of the annual turnover generated by the certified software) will be collected by AFNOR through INFOCERT. The amount of the first tranche (from 0 to 3.5M€ of turnover) being 1 000€. For internal software the right of use is fixed (500€).

A bright sparkler is the central focus, exploding with a burst of golden-yellow sparks that radiate outwards against a solid black background. The sparks are captured in motion, creating a sense of energy and light. The word "MORE" is superimposed in a clean, white, sans-serif font, centered horizontally and partially overlapping the bright core of the sparkler.

MORE

PLEASE CONTACT US TO KNOW MORE ABOUT OUR TRAINING AND OTHER SERVICES

ANY QUESTIONS ?