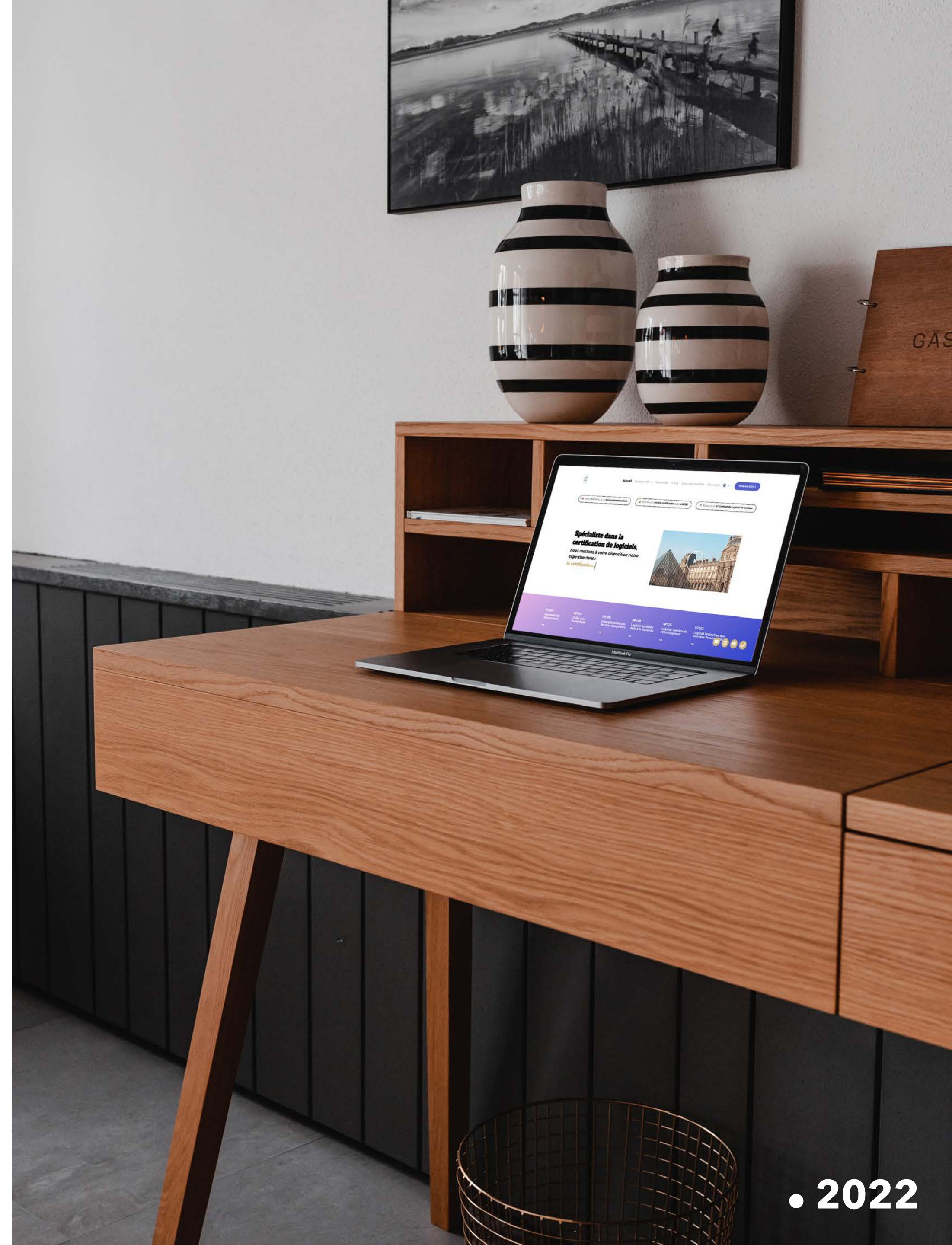


NF525

WWW.INFOCERT.ORG

- NF525 IN BRIEF ☞
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- THE RISKS OF NOT BEING CERTIFIED ☞
- THE CERTIFICATION PROCESS ☞
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SINCE JANUARY 2018, **ALL RETAILERS ARE REQUIRED TO USE COMPLIANT SOFTWARE** TO PREVENT ANY FRAUD.
POS SOFTWARE HAVE TO MEET SOME CRITERIA TO SHOW THAT THEY ARE COMPLIANT WITH THE LAW AND **MEETS THE NF525 REQUIREMENTS.**

To reach compliance, **INFOCERT**, with AFNOR Certification, **has developed structuring certification rules** and offers you a **trusted certification** issued by a third-party.

INFOCERT

NF525 IN BRIEF

1.

TO JUSTIFY

Of the **conformity**
of the software

2.

TO OPEN AND ACCESS

To new markets by
justifying of the **quality** of
its product and the
virtuous approach in
which you are committed.

3.

TO IMPROVE

The quality of your
product in response **to**
quality requirements -
from standards ISO 9001
and ISO 25051.

4.

TO OPTIMIZE

Internal practices and
processes - hotline, tests,
documentation, etc

5.

TO BENEFIT

Of the recognition of the
NF mark that inspires
quality , confidence and
safety.

6.

TO BE INFORMED

Of the regulatory changes and
have a product **regularly**
updated

Q&A ON THE CERTIFICATION

Who is concerned by certification?

The certification is addressed **to both software publishers** and **companies developing their own software** in-house and seeking to comply with regulations.

What does the **NF mark** correspond to?

The mission of the NF mark is to guide consumers and to help them **choose** and **consume better** in order to **guarantee them a level of excellence**. For consumers, it inspires **quality, confidence** and **safety**.

How long does the certification process take?

Being certified is being part of a process of **transparency, improvement** and **continuous evolution** of its software.

The length of the process is related to the **time it will take you to bring your software into compliance** - following the certification rules. This time can vary from **one to several months** and an attestation of actual progress can be sent to you while your product is brought into conformity.

THE **RISKS** OF NOT BEING CERTIFIED

INFOCERT will verify how you meet regulatory requirements, this verification carried out by a probative third party will provide you with security during tax audits carried out on your client's premises.

As a reminder, in the event of use of software that does not meet regulatory requirements, Article L-80 of the Book of Tax Procedures provides for the following penalties:

- **A fine of € 7,500** per collection system and **30 days to comply**. Then, again € 7,500 of fine and again 30 days etc. This can go as far as **rejection of the accounts**.
- The user will also have to **pay all fees corresponding to the non-compliant** receipts plus an 80% penalty for fraudulent operation.
- For the publisher or integrator, **the fine is 15% of turnover and the solidarity of the payments** charged to the user.

THE CERTIFICATION PROCESS

REGISTRATION INITIAL AUDIT REPORT & DECISION ANNUAL MONITORING

To validate your registration, we will need you to send us back the quotation signed as well as the **payment of a first administrative invoice** - *including certain items of the quotation.*

You will then receive:

1. **Your NF525 certification rules** - *which will need to be integrated into your software.*
2. **An invitation to participate in a dedicated half-day training** based on the presentation of the NF525 rules.
3. **A attestation of actual progress**, valid for 6 months, which will allow you to justify to Tax Administration or to potential clients that you have registered in the certification process.

The training is included in the initial audit quotation as it will be very useful for you in order to understand everything about the requirements and therefore to save some precious time on bringing your software into compliance.

In addition, INFOCERT being Qualiopi certified, **it can be supported by your OPCO if you have one.**

THE CERTIFICATION PROCESS

REGISTRATION **INITIAL AUDIT** REPORT & DECISION ANNUAL MONITORING

Once the integration of the certification rules into your software is complete, we will take an **appointment** together for your certification audit.

The certification audit may be carried out by one or more auditors and will be followed by the **sending of a report**, listing the deviations, which will have to be corrected if necessary.

The audit can take **place remotely or at your premises** and travel and accommodation costs will be invoiced according to the costs actually incurred by the auditor - costs related to transport time will be invoiced and it is possible to schedule audits abroad - in French or in English.

THE CERTIFICATION PROCESS

REGISTRATION INITIAL AUDIT **REPORT & DECISION** ANNUAL MONITORING

You will find in your **report** the list of the deviations observed between your software and the certification rules which could be of several types:

- either **points of vigilance**,
- either **minor non-conformities**,
- or **major non-conformities**.

Depending on the nature and type of the deviations, an *additional control* may be considered in order to validate the correction of the deviations in the software. The invoice will be based on the time actually spent by the auditor to make the verifications.

THE CERTIFICATION PROCESS

REGISTRATION

INITIAL AUDIT

REPORT & DECISION

ANNUAL MONITORING

Following all the checks, **INFOCERT** suggests that AFNOR Certification take one of the following decisions:

- certification **agreement**,
- **refusal** of certification.

In the event of a certification agreement, the certificate of conformity will be **sent by email** and **available for download on our dedicated website**.

THE CERTIFICATION PROCESS

REGISTRATION

INITIAL AUDIT

REPORT & DECISION

ANNUAL MONITORING

Following the initial certification audit, an **annual monitoring** will be organized.

Its duration is generally **shorter** and is linked with the evolution of the certification rules or the functional modifications of the software.

An order form will be sent 3 months before the planned monitoring date for the maintenance of the mark and the right of use.

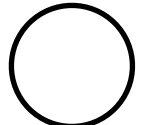
ARTICLES

INITIAL AUDIT BILLED

REGISTRATION AFTER AUDIT

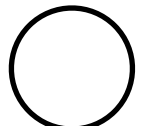
NF525 CERTIFICATION RULES - € 890

Automatically added to an initial audit quote, they are also available for purchase directly on our website



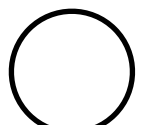
MEMBERSHIP OF THE NF MARK - € 890

Membership of the NF Mark validates your registration in the certification process.



HALF-DAY OF TRAINING DEDICATED TO NF525 - € 700

The half-day training is automatically added to an initial audit quote. INFOCERT being QUALIOPI certified, this training can be taken care of by your OPCO and will allow you to save precious time on the work of compliance of your software.



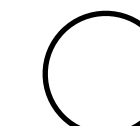
CERTIFICATION AUDIT - € 2.900 + Admissibility and preparation of the audit 490€

The certification audit generally lasts two days and allows one or more of our auditors to verify that your software complies with the regulations in force and that the certification rules have been well integrated.



AUDIT REPORT - € 1.450

The audit report will allow you to find the list of deviations noted by the auditor.



CERTIFICATE OF CONFORMITY - € 1.290 - 2ND CERTIFICATE = € 500, 3RD AND + = € 160

The cost of the certificate of conformity obviously includes the publication of your certificate but also the management of your certificate, the analysis of your request, the administrative formalities, the trademark application letters, etc.



ITEMS

ANNUAL MONITORING

BILLED

REGISTRATION AFTER AUDIT

NF525 CERTIFICATION RULES - FREE

Updates of the certification rules are made available for free for our clients.



MEMBERSHIP OF THE NF MARK - FREE

Updating your NF Mark registration is free of charge.



HALF-DAY OF TRAINING DEDICATED TO NF525 - € 700

Depending on the update of the version of the certifications rules, a half-day of training may be offered to you. Since NFOCERT is QUALIOPI certified, this training can be taken care of by your OPCO and will allow you to earn precious time on the compliance of your software.



CERTIFICATION AUDIT - € 1.450/day

The annual monitoring usually lasts one day and can in some cases take place remotely.



AUDIT REPORT - € 725/day

The audit report will allow you to find the list of deviations noted by the auditor.



CERTIFICATE OF CONFORMITY - € 1.290 - 2ND CERTIFICATE = € 500, 3RD AND + = € 160

The cost of the certificate of conformity obviously includes the publication of your certificate but also the management of your certificate, the analysis of your request, the administrative formalities, the trademark application letters, etc.



DO NOT HESITATE **TO CONTACT US!**

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