



## **Telecommunications Testing Checklist (ACTA IS-968) Supplier's Declaration of Conformity (SDoC) Filings**

The following is a list of items Compliance Worldwide will need to complete your testing and application preparation for the ACTA IS-968 filing of your product. All documents provided to ACTA must be in the form of Adobe Acrobat (PDF)

- One piece of equipment (two are suggested) with operational software to achieve the necessary states for testing. Typical states are: On-Hook (idle), Off-Hook (transmitting), Off-Hook (dialing) and Off-Hook (not transmitting). If the ability to dial, then each digit with a minimum duration of 3 seconds.
- All power supplies, cables and any other peripheral equipment need to operate and/or configure the interface.
- A users / operators manual for the product with the ACTA wording. Also for digital interface products, the affidavit statement (we can provide example wording for both of these)
- A set of schematics for the product
- A parts list / build of materials for the product
- Specification sheets on the major component(s) in the telephone interface up to the isolation barrier. For our reference only for unique parts used in the interface.
- A signed agency agreement on company letterhead. This allows us to submit your application to the ACTA on your behalf.
- A Supplier's Declaration of Conformity. We can provide you an example of this.
- An Indemnification and Liability Statement. We can provide you an example of this.
- The applicant's name, address and telephone number. If the manufacturer or service center is different, then their name address and telephone number
- A check made out to the ATIS/ACTA Secretariat, 1200 G Street NW Suite 500, Washington, DC 20005, for \$300.00 (US dollars)
- Your company's three digit FCC identifier (the first three characters of a Part 68 certification number or your TSB168 Registration Number). If your company has not filed with the FCC / ACTA previously, an Additional Charge of \$300.00 is requested by ACTA for a new applicant code.