

UKCA Marking Label / Instructions Template

The template contains sample information from the Electromagnetic Compatibility Regulations 2016. This is an example only. It cannot be applied to all products. You must adjust the file based on the requirements in the latest version of the applicable UK regulations.

Product

[Type, batch or serial number]

Manufacturer

[The name, registered trade name or registered trade mark of the manufacturer]
[Postal address at which the manufacturer can be contacted]

Importer (if any)

[Name, registered trade name or registered trade mark of the importer]
[Postal address at which the importer can be contacted]

UKCA Mark



Instructions and the information referred to in regulation 36 [\[Instructions template\]](#)

[Information on any specific precautions which must be taken during assembly, installation, maintenance or use to ensure that the apparatus will be in conformity with the requirements of paragraph 1 of Schedule 1]

[Information on the restrictions on the use of the apparatus in residential areas where the conformity of the apparatus with paragraph 1 of Schedule 1 cannot be ensured]

[Information required to enable the apparatus to be used in accordance with its intended purpose]

Source: Legislation.gov.uk - The Electromagnetic Compatibility Regulations 2016 > Regulations 13, 14, 20, 3642 [E + W +S]
[\(Link\)](#)

1. This document is based on the updated version from 01/10/2024 (more recent versions may be available)
2. Created/Updated: 2026-01-27 (sources may have been updated since this date).

Disclaimer: Templates are based on specified parts of legislation and/or official guidance documents (based on the source version available at the time of creation). Templates do not constitute legal advice. We do not claim to provide templates for all documents or labels that may apply to a particular product. A newer version of the source that the template is based on may exist. You must ultimately create/affix/submit documents and labels based on the latest version of the relevant legislation, guidance pages or other sources.

Note: The template is only based on the specified articles. No other articles or sources that may set labelling or instructions requirements are taken into consideration. Note that additional labelling and instructions requirements in this or other legislation/sources may apply.

Note: The instructions template only includes items present under the specified headline.

Template guidelines

Scope: This template is based on the Electromagnetic Compatibility Regulations 2016. It contains elements that are common to many UKCA marking regulations, namely the following:

- Product type, batch or serial number
- Manufacturer name and address
- Importer name and address
- Instructions*
- UKCA mark

Other requirements: Many UKCA regulations and standards also set requirements concerning the following (that are not part of this template):

- Safety precautions and warnings (text and graphics)
- Instructions concerning assembly, installation, usage, maintenance
- Symbols and pictograms
- Product information
- Technical information

This information may in some cases be necessary to affix to product and/or packaging labels. However, the placement is not always stated.

Definitions: You must specify company/product information based on the definitions (i.e., manufacturer and/or importer).

Limitations: Templates do not provide the exact wording on instructions, warnings, or other information not defined in the relevant source. Note that product standards can also set such requirements, which are not taken into consideration in this template.

Placement: Instructions/warnings may need to be necessary to affix to product and/or packaging labels. Label information may also be included in accompanying documentation. The placement is not always clearly stated, or is conditional. Ensure that all labels and instructions are placed based on the requirements in the latest version of the source.

File creation: Note that product standards can also set such requirements. You must create a file based on the requirements in the latest version of the relevant regulations, standards, guidance pages, or other sources.

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Sources

Red text indicates the parts used to check the provided files and information

Blue text indicates placement

Regulation 13 - Information identifying manufacturer

13.—(1) Before placing apparatus onto the market, a manufacturer (“M”) must ensure that the following appear on the apparatus—

- (a) a type, batch or serial number or an element which identifies M as the manufacturer of the apparatus;
- (b) the name, registered trade name or registered trade mark of the manufacturer; and
- (c) a postal address at which the manufacturer can be contacted.

(2) The manufacturer must include the relevant information specified in paragraph (1) on the packaging of the apparatus or in a document accompanying the apparatus where—

- (a) due to the size or nature of the apparatus, it is not possible for the information in paragraph (1)(a) to appear on the apparatus; or
 - (b) it is not possible for the information in paragraphs (1)(b) or (1)(c) to appear on the apparatus.
- (3) The postal address in paragraph (1)(c) must indicate a single point at which the manufacturer can be contacted.
- (4) The information specified in paragraphs (1)(b) and (1)(c) must be clear, legible and in easily understandable English.

Regulation 14 - Instructions and information

14. When placing apparatus on the market, a manufacturer must ensure that the apparatus is accompanied by instructions and the information referred to in regulation 36 (information concerning the use of apparatus) which are clear, legible and in clearly understandable English.

Regulation 20 - Information identifying importer

20.—(1) An importer must, before placing apparatus on the market, ensure that the following appear on the apparatus —

- (a) the name, registered trade name or registered trade mark of the importer; and
- (b) a postal address at which the importer can be contacted.

(1A) Paragraph (1) does not apply where—

- (a) either—

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(i) it is not possible to set out the information referred to in paragraph (1) on the [packaging of the apparatus or on the apparatus](#), or

(ii) the importer has imported the apparatus from an EEA state or Switzerland and places it on the market within the period of seven years beginning with IP completion day, and

(b) before placing the apparatus on the market, the importer sets out the information referred to in paragraph (1) in a [document accompanying the apparatus](#).]

(2) The information specified in paragraph (1) must be in a language which can be easily understood by end-users and the enforcing authority.

Regulation 36 - Information concerning the use of apparatus

36.—(1) A person who places apparatus on the market must [provide with the apparatus](#)—

(a) [information on any specific precautions which must be taken during assembly, installation, maintenance or use](#) to ensure that the apparatus will be in conformity with the requirements of paragraph 1 of Schedule 1 when it is put into service;

(b) [information on the restrictions on the use](#) of the apparatus in residential areas where the conformity of the apparatus with paragraph 1 of Schedule 1 cannot be ensured; and

(c) [information required to enable the apparatus to be used in accordance with its intended purpose](#).

(2) Where appropriate, the information referred to in paragraph (1)(b) must also be [included on the packaging of the apparatus](#).

Regulation 42 - UK marking

42.—(1) The [UK marking must be affixed visibly, legibly and indelibly](#)—

(a) [to the apparatus](#);

(b) [to its data plate](#); or

(c) where paragraph (1A) applies, to—

(i) a [label affixed to the apparatus or its data plate](#); or

(ii) to a [document accompanying the apparatus](#).

(1A) For a period of seven years beginning with IP completion day, the UK marking may be affixed to—

(a) a [label affixed to the apparatus or its data plate](#); or

(b) a [document accompanying the apparatus](#).

(2) Where paragraph (1A) does not apply and it is not possible or warranted, on account of the nature of the apparatus, to affix the UK marking in accordance with paragraph (1), the [CE marking](#) must be affixed to—

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(a) [the packaging](#); and

(b) the [accompanying documents](#).

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