MGIP PART 2:2026

MALAYSIA GOLD INDUSTRY PRINCIPLES (MGIP) - PART 2: REQUIREMENTS FOR ORGANISATIONS SEEKING CERTIFICATION

Malaysia Gold Industry Principles (MGIP)

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Foreword

The Malaysia Gold Industry Principles (MGIP) is a national framework established to promote responsible, ethical, transparent, and sustainable practices throughout the Malaysian gold industry. MGIP aims to strengthen industry governance, enhance consumer confidence, support product quality and integrity, and improve the competitiveness and international recognition of Malaysia's gold industry.

The MGIP Part 1, *Governing Charter*, establishes the vision, core values, principles, governance framework, and strategic direction of MGIP. It serves as the overarching reference document for organisations seeking to align their practices with and demonstrate their commitment to the objectives and principles of MGIP. The principles are as follows:

a) PRINCIPLE 1 Fairness and integrity;

b) PRINCIPLE 2 Transparency;

c) PRINCIPLE 3 Protection of client assets;

d) PRINCIPLE 4 Responsible gold sourcing;

e) PRINCIPLE 5 Regulatory compliance;

f) PRINCIPLE 6 Commercial prudence; and

g) PRINCIPLE 7 Operational professionalism.

MGIP Part 2 specifies the requirements for certification under the MGIP framework. It translates the principles and commitments set out in the MGIP Part 1, *Governing Charter* into measurable and verifiable requirements that organisations can implement and demonstrate through their policies, processes, practices, and controls. The requirements are structured into eight (8) codes covering:

a) Code 1: Refining;

b) Code 2: Wholesale and trading;

c) Code 3: Manufacturing;

d) Code 4: Assaying and hallmarking;

e) Code 5: Retail;

f) Code 6: Financial and investment-linked gold products;

g) Code 7: Gold-backed micro-financing; and

h) Code 8: Shariah gold (under development).

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The requirements specified in this document provide a structured approach for implementing the principles of responsible business conduct, integrity, accountability, transparency, quality assurance, and continual improvement within the gold value chain.

Conformity with this document demonstrates an organisation's commitment to the objectives of MGIP and contributes to strengthening trust, credibility, and sustainability across the Malaysian gold industry.

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Information to assist users of the standard

For the purposes of this standard, the following ISO definitions have been adopted regarding verbal forms for the expression of provisions:

a) "**shall**" indicates an auditable **requirement**: it is used to indicate requirements strictly to be followed in order to conform to the document and from which no deviation is permitted;

b) "**should**" indicates a **recommendation**: it is used to indicate that among several possibilities one is recommended as particularly suitable, without mentioning or excluding others, or that a certain course of action is preferred but not necessarily required, or that (in the negative form) a certain possibility or course of action is deprecated but not prohibited;

c) "**may**" indicates a **permission**: it is used to indicate a course of action permissible within the limits of the document; and

d) "**can**" indicates a **possibility** or a **capability**: it is used for statements of possibility and capability, whether material, physical or causal.

Compliance with this standard does not by itself grant immunity from legal obligations.

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MALAYSIA GOLD INDUSTRY PRINCIPLES (MGIP) - PART 2: REQUIREMENTS FOR ORGANISATIONS SEEKING CERTIFICATION

SECTION 1 GENERAL REQUIREMENTS

1.1 Scope

This document specifies the requirements for organisations seeking certification under the Malaysia Gold Industry Principles (MGIP) scheme.

It establishes the requirements for the implementation and continual improvement of systems, processes, and practices that support the objectives and principles of MGIP, including responsible business conduct, product integrity, traceability, quality assurance, transparency, and regulatory compliance.

1.2 Normative references

The following normative references are indispensable for the application of this standard. For dated references, only the edition cited applies. For undated references, the latest edition of the normative reference (including any amendments) applies.

MGIP Part 1: Governing Charter

MS 1247:2005, *Description and Marking of Articles of, or Containing Precious Metal — Code of Practice (First Revision)*

ISO 15093, *Jewellery and Precious Metals — Determination of High Purity Gold, Platinum and Palladium — Difference Method Using ICP-OES*

ISO 18214, *Jewellery and Precious Metals — Determination of High Purity Gold, Silver, Platinum and Palladium — Difference Method Using SPARK-OES*

ISO 23345, *Gold — Determination of Homogeneity*

ISO 24018, *Precious Metals — Gold Bars — Specifications and Test Methods*

ISO/IEC 17025, *General Requirements for the Competence of Testing and Calibration Laboratories*

ISO 31000, *Risk Management — Guidelines*

ISO/IEC 27001, *Information Security Management Systems — Requirements*

ISO/IEC 27005, *Information Security Risk Management*

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SIRIM 67, *Keperluan Penilaian Emas dan Perak sebagai Barang Gadaian*

SIRIM 68, *Requirements for Precious Metal Assaying Laboratories*

Trade Descriptions Act 2011 (Act 730)

Trade Descriptions (Articles Made of Precious Metals) Regulations 1994

Companies Act 2016 (Act 777)

Income Tax Act 1967

Sales Tax Act 2018

Environmental Quality Act 1974

Customs Act 1967

Consumer Protection Act 1999 (Act 599)

Occupational Safety and Health Act 1994 / Occupational Safety and Health Act 2022

Industrial Coordination Act 1975

Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001 (Act 613)

Financial Services Act 2013 (Act 758)

Islamic Financial Services Act 2013 (Act 759)

Capital Markets and Services Act 2007

Cooperative Societies Act 1993

Pawnbrokers Act 1972 (Act 81)

London Bullion Market Association (LBMA) Responsible Gold Guidance

London Bullion Market Association (LBMA) Good Delivery Rules

London Bullion Market Association (LBMA) Proactive Monitoring (PAM) Programme

OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas

UN Guiding Principles on Business and Human Rights

ILO Conventions

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1.3 Terms and definitions

For the purposes of this standard, the following terms and definitions apply.

1.3.1 entity

refers to any legal or organisational unit operating within the gold value chain, including but not limited to companies, firms, partnerships, sole proprietorships, government bodies, or other institutions engaged in activities such as refining, trading, manufacturing, assaying, hallmarking, or retail of gold.

1.3.2 fineness

content of gold, expressed as parts per thousand (‰) by mass.

1.3.3 hallmark

official control mark (or combination of marks), applied by a State-appointed, independent Assay Office.

1.3.4 jewellery

ornamental article worn on clothing or the body, or inserted into pierced parts of the body, such earrings and other bodypiercings.

1.3.5 semi-finished product

product that can easily be used to produce a finished item and/or a component part.

1.3.6 finished product

manufactured article ready for end-use.

1.3.7 doré bar

ingot made of gold, silver and other metals obtained after pre-refining usually at the site of a mine.

1.3.8 minted bar

homogeneous bar manufactured by stamping or pressing, with a specific design and markings, as well as a legal fineness.

1.3.9 cast bar

homogeneous bar produced in a mould directly from melted metal, without further metallurgical treatment after solidification, with a rectangular parallelepiped shape.

NOTE. Usually the cast bar is formed as a truncated pyramid to allow an easier extraction from the mould.

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1.3.10 kilobar

investment bar weighing one kilogram, usually obtained by a casting process.

NOTE. The gold kilobar is the world's most traded gold bar, popular among investors and jewellery manufacturers; ISO 24018 specifies a number of requirements (including dimensions, mass, fineness, markings, appearance) for that product.

1.3.11 bullion

fine precious metal bar meeting given specifications (dimensions, mass, fineness, markings, appearance).

1.3.12 refining

processing, purification, and recovery of gold to achieve specified purity levels suitable for commercial use.

EXAMPLE Refining doré gold and recycled gold, precious metals recovery from scrap jewellery or industrial materials, production of refined gold bars or feedstock for manufacturing, recycling and secondary refining of gold.

1.3.13 wholesale and trading

sourcing, wholesale trading, and distribution of gold products within domestic and international markets.

EXAMPLE Wholesale gold products trading between dealers, distribution of investment-grade gold products, international gold products sourcing and trading, and institutional or B2B transactions.

1.3.14 manufacturing

fabrication and production of gold products for commercial and consumer markets.

EXAMPLE Jewellery manufacturing and fabrication, production of minted bars and commemorative gold products, fabrication of gold components and finished consumer products, design and production of jewellery and related items.

1.3.15 assaying and hallmarking

testing, verification, and certification of gold purity and authenticity.

NOTE. This includes laboratory testing gold purity, issuance of assay certificates, hallmarking and quality marking of gold products, independent verification of precious metals content.

1.3.16 retail

distribution and sale of gold products directly to consumers or investors.

EXAMPLE Retail sale of gold products, retail distribution of investment gold products, consumer gold investment services, online and physical retail platforms for gold products.

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1.3.17 financial and investment products linked to gold

financial instruments or investment arrangements linked to gold.

EXAMPLE Gold investment accounts offered by financial institutions, exchange-traded gold products (ETFs), exchange-traded gold contracts, structured or digitally represented gold investment products.

1.3.18 gold-backed micro-financing

micro-financing services secured by gold collateral.

EXAMPLE Pawnbroking (conventional or Ar-Rahnu) services secured by gold products; short-term financing secured by gold collateral; valuation and management of gold collateral.

1.3.19 Ar-Rahnu

a valuable asset pledged as security for a debt (secured financing), which may be liquidated to settle the debt in the event of default by the debtor. It is a Sharia-compliant pawnbroking system that provides short-term collateralised loans to individuals.

1.3.20 gold collateral

gold products provided by a customer as security for microfinancing.

1.3.21 Shariah-compliant gold related activities

governance and structuring of Shariah-compliant refineries, gold products and services.

EXAMPLE Structuring of Shariah-compliant activities, including but not limited to refinery operations and gold trading procedures; Shariah advisory and governance oversight; compliance review of Shariah-compliant gold products; and ensuring adherence to Shariah principles in gold-related activities.

1.3.22 Marhun

Gold pledged by a customer as collateral for a financing facility in accordance with the principles of Rahn.

1.3.23 Agent/Distributor

An institution or entity appointed by a Product Provider/Principal to undertake marketing, distribution or sales activities on its behalf, without thereby assuming ownership, issuance, manufacturing, refining or custody responsibilities unless expressly agreed or undertaken.

1.3.24 Product provider/Principal

An institution or entity that owns, issues or provides the gold product and assumes the obligations attributable to the product provider under this Code.

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SECTION 2 MANAGEMENT SYSTEM

2.1 Context of organisation

The quality management system requirements specified in this document are common requirements applicable to all organisations in the gold value chain.

Organisations operating within regulated sectors, such as banking institutions, shall additionally comply with the applicable policy documents, guidelines, directives, acts, regulations, and other regulatory requirements issued or enforced by the relevant authorities. For banking institutions in Malaysia, this includes requirements issued by Bank Negara Malaysia (BNM), as well as applicable legislation and regulatory obligations governing their operations.

2.1.1 Understanding the organisation and its context

2.1.1.1 The organisation shall determine and monitor internal and external issues relevant to its business activities that may affect its ability to fulfil MGIP certification requirements.

2.1.1.2 The organisation shall identify issues related to:

a) business operations;

b) market conditions;

c) legal and regulatory obligations;

d) economic and financial factors;

e) technology and cybersecurity;

f) occupational health and safety;

g) environmental impacts;

h) gold market integrity; and

i) stakeholder expectations.

2.1.1.3 The organisation shall review the issues identified in 2.1.1.2 at planned intervals and whenever significant changes occur.

2.1.2 Interested parties

2.1.2.1 The organisation shall determine its interested parties, i.e. parties that may affect, be affected by, or perceive themselves to be affected by the organisation's gold-related business activities.

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2.1.2.2 The organisation shall determine the applicable needs, expectations, and requirements of these identified interested parties.

2.1.2.3 The organisation shall monitor and review information relating to these interested parties and their requirements at planned intervals, or when significant changes occur.

NOTES:

1. Relevant interested parties may differ depending on the organisation's certified activity, size, business model, and regulatory obligations.

2. Examples of interested parties include:

   a) customers;

   b) investors;

   c) gold suppliers and service providers;

   d) financial institutions;

   e) government agencies;

   f) regulatory authorities;

   g) certification and accreditation bodies;

   h) employees and workers;

   i) shareholders and business owners;

   j) local communities;

   k) industry associations; and

   l) law enforcement agencies, where applicable.

3. Interested parties that may be particularly relevant based on the Code under which the organisation’s business operates are as listed below :

   a) Code 1 (Refining): regulators, suppliers, laboratory service providers, and environmental authorities

   b) Code 2 (Wholesale and Trading): suppliers, customers, financial institutions, and AML/CFT regulators

   c) Code 3 (Manufacturing): suppliers, customers, workers, DOSH, and environmental authorities

   d) Code 4 (Assaying and Hallmarking): customers, accreditation bodies, regulators, and laboratories

   e) Code 5 (Retail): consumers, enforcement authorities, and financial institutions

   f) Code 6 (Financial and Investment-Linked Gold Products): investors, custodians, financial regulators, and financial institutions

   g) Code 7 (Gold-Backed Micro-Financing): borrowers, investors, financial institutions, regulatory authorities, and Shariah governance bodies (where applicable)

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2.1.3 Scope of certification

2.1.3.1 The organisation shall define their scope of management system. The scope shall be maintained as documented information. An organisation shall only claim certification for the Code(s) appearing within its certification scope.

2.1.3.2 The scope shall include:

a) name of legal entity;

b) physical location(s);

c) Code(s) under which the organisation's activity(ies) for which certification is being sought falls ;

d) products and services covered; and

e) outsourced activities, where applicable.

2.2 Leadership and governance

2.2.1 Leadership commitment

Top management shall demonstrate its commitment to:

a) compliance with MGIP requirements;

b) ensuring product integrity;

c) compliance with applicable legal requirements;

d) ethical business conduct;

e) occupational health and safety;

f) environmental responsibility; and

g) continual improvement.

2.2.2 Corporate governance

2.2.2.1 The organisation shall maintain a documented governance structure.

2.2.2.2 Responsibilities, authorities and reporting lines shall be defined.

2.2.2.3 Management shall ensure accountability for:

a) compliance;

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b) risk management;

c) financial integrity;

d) product integrity; and

e) customer protection.

2.2.3 MGIP policy

2.2.3.1 The organisation shall establish, document and maintain a MGIP Policy.

2.2.3.2 The policy shall include commitments towards:

a) legal compliance;

b) ethical sourcing and trading;

c) responsible business conduct;

d) health and safety;

e) environmental protection;

f) customer confidence; and

g) continual improvement.

2.3 Planning

2.3.1 Risk and opportunity management

2.3.1.1 The organisation shall establish a documented risk management process.

2.3.1.2 Risks shall be assessed considering likelihood and impact.

2.3.1.3 Risk treatment actions shall be implemented and monitored. Minimum risk areas that need to be monitored are as follows.

a) fraud;

b) theft;

c) money laundering;

d) counterfeit products;

e) cybersecurity;

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f) market volatility;

g) legal non-compliance;

h) safety incidents;

i) environmental incidents; and

j) reputational risks.

NOTE. For all codes, fraud prevention, traceability and anti-money laundering controls are to be treated as critical certification issues.

2.3.2 MGIP objectives

2.3.2.1 The organisation shall establish measurable objectives.

2.3.2.2 Objectives shall include, where applicable:

a) compliance performance;

b) customer satisfaction;

c) safety performance;

d) environmental performance; and

e) operational performance.

2.3.3 Management of change

When the organisation determines the need for changes, it shall ensure that the changes are planned and implemented in a controlled manner such that compliance with requirements is not affected. Examples of changes include:

a) relocation;

b) ownership changes;

c) new technology;

d) new products;

e) new suppliers; and

f) outsourcing arrangements.

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2.4 Support

2.4.1 Resources

The organisation shall provide resources necessary to achieve conformity. Resources shall include:

a) competent personnel;

b) premises;

c) equipment;

d) information systems;

e) security controls; and

f) financial resources.

2.4.2 Competence

2.4.2.1 Personnel performing activities affecting conformity shall be competent. Specifically, personnel conducting assaying, purity verification, hallmarking or investment product verification shall possess demonstrable competency.

2.4.2.2 Competence shall be based on one or more of the following:

a) education;

b) training;

c) qualification;

d) experience.

2.4.3 Awareness

Personnel shall be aware of and understand:

a) MGIP requirements;

b) company policy;

c) legal obligations; and

d) consequences of non-compliance.

2.4.4 Communication

The organisation shall establish internal and external communication arrangements.

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2.4.5 Documented information

2.4.5.1 The organisation shall establish controls for documented information, including:

a) creation;

b) approval;

c) revision;

d) access;

e) retention; and

f) disposal.

2.4.5.2 Records shall remain legible, traceable and retrievable. Missing traceability records shall be treated as a major finding.

2.5 Operational compliance requirements

2.5.1 Legal and regulatory compliance

2.5.1.1 The organisation shall be legally registered in Malaysia.

2.5.1.2 The organisation shall maintain applicable licences, permits and approvals.

2.5.1.3 The organisation shall periodically evaluate compliance with applicable legal requirements which shall include, but not limited to, the following:

a) Companies Act 2016

b) Income Tax Act 1967

c) Sales Tax Act 2018

d) Occupational Safety and Health Act 1994 / OSHA 2022 amendments

e) Factories and machinery legislation, where applicable

f) Environmental Quality Act 1974

g) Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001

h) Local government authority requirements

Violation of legal requirements may result in suspension or withdrawal of certification.

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2.5.2 Occupational health and safety

2.5.2.1 General

The organisation shall establish arrangements to identify, assess and control occupational hazards. The absence of a documented Hazard Identification, Risk Assessment, and Risk Control (HIRARC) and unresolved occupational safety and health violations of a serious nature shall constitute major nonconformities.

2.5.2.2 Legal compliance

The organisation shall ensure compliance with applicable Department of Occupational Safety and Health (DOSH) legal requirements.

2.5.2.3 Hazard management

The organisation shall:

a) conduct hazard identification;

b) assess risks;

c) implement controls; and

d) review effectiveness.

2.5.2.4 Emergency preparedness

The organisation shall establish emergency response procedures.

2.5.2.5 Incident management

The organisation shall investigate occupational safety and health incidents and implement corrective actions.

2.5.3 Environmental management

2.5.3.1 The organisation shall identify environmental aspects associated with its activities.

2.5.3.2 The organisation shall ensure compliance with applicable environmental legal requirements. Illegal disposal of hazardous waste shall result in major nonconformity.

2.5.3.3 The organisation shall control:

a) waste generation;

b) hazardous materials;

c) emissions;

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d) effluent discharge; and

e) resource consumption.

2.5.3.4 Environmental incidents shall be reported, investigated and addressed.

2.5.4 Supply chain and due diligence

2.5.4.1 The organisation shall evaluate and approve suppliers relevant to activities under its scope of certification.

2.5.4.2 Monitoring of supplier performance shall be conducted periodically.

2.5.4.3 The organisation shall establish due diligence processes to mitigate the following risks, related to the businesses of its suppliers.

a) fraud;

b) counterfeit gold;

c) illegal sourcing; and

d) financial crime.

2.5.5 Traceability and product integrity

2.5.5.1 The organisation shall maintain traceability of gold materials and products relevant to its Code activities. Loss of traceability shall be considered a major certification risk.

2.5.5.2 Records shall permit verification of:

a) source;

b) movement;

c) ownership; and

d) disposition.

2.6 Performance evaluation

2.6.1 Monitoring and evaluation

The organisation shall monitor, analyse and evaluate the following:

a) compliance performance;

b) customer complaints;

c) supplier performance;

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d) safety performance;

e) environmental performance; and

f) achievement of objectives.

2.6.2 Internal audit

Internal audits shall be conducted at least once every 12 months.

2.6.3 Management review

The organisation shall carry out a review of the performance its management system at planned intervals. Management reviews shall be conducted at least annually.

Mandatory inputs shall include:

a) audit findings;

b) customer complaints;

c) legal compliance status;

d) safety performance;

e) environmental performance;

f) risks and opportunities; and

g) supplier performance.

The output of the review shall include, if applicable, recommendation(s) to improve the effectiveness of the management system.

2.7 Improvement

2.7.1 Nonconformity and corrective action

Where non-conformities are detected relating to the implementation of the system, root-cause-based corrective actions shall be implemented and verified for effectiveness.

2.7.2 Continual improvement

The organisation shall identify and implement actions aimed at continual improvement of its MGIP-certified activities.

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SECTION 6 CODE OF PRACTICE FOR ASSAYING AND HALLMARKING

6.1 Scope

This section specifies the requirements for organisations performing gold assaying and hallmarking activities and seeking certification under the Malaysia Gold Industry Principles (MGIP) scheme.

It includes requirements for the verification of gold fineness through assaying, the competence of assaying laboratories, and the hallmarking of gold bar.

This section applies only to gold bar, ranging from 1 g to 1 kg in weight, and does not apply to products made from other precious metals, such as silver, platinum, or palladium.

6.2 General requirements

6.2.1 The laboratory shall be a legal entity, or a defined part of a legal entity, that is legally responsible for its activities.

6.2.2 The laboratory shall be accredited to ISO/IEC 17025 for the relevant assaying test methods.

6.2.3 The laboratory shall carry out assaying activities in such a way as to meet the requirements of this standard, the regulatory authorities and/or organisation providing recognition.

6.2.4 If the assaying facility is part of an organisation performing activities other than assaying, the responsibilities of key personnel in the organisation that have an involvement in or influence on the assaying activity shall be defined in order to identify potential conflicts of interest. Any potential conflict of interest that is identified shall be addressed to reduce or eliminate any threat to the impartiality of the assaying services.

6.2.5 The laboratory shall identify, comply with, and maintain procedures to monitor applicable legal and regulatory requirements relating to the assaying, marking, and hallmarking of gold products. Applicable requirements shall include:

a) Trade Descriptions Act 2011;

b) Trade Descriptions (Articles Made of Precious Metals) Regulations 1994;

c) applicable Malaysian Standards and recognised assay methods; and

d) any other requirements issued by the relevant competent authorities relating to precious metal testing, fineness declaration, marking, and consumer protection.

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6.3 Resource requirements

6.3.1 Personnel

6.3.1.1 The laboratory shall define and document the competence requirements for all personnel involved in assaying activities on the basis of appropriate education, training, technical knowledge, skills and experience related to the test methods to be performed according to this standard.

6.3.1.2 The laboratory shall have documented procedures for selecting, training and supervising technical personnel involved in laboratory operations.

6.3.1.3 The laboratory shall have at least one full-time chemist, registered with Institute Kimia Malaysia (IKM).

6.3.1.4 The laboratory shall evaluate personnel involved in assaying activities against specified competence requirements and maintain records of the evaluation of competence and authorisation to perform specific activities.

6.3.1.5 The laboratory shall ensure that the personnel have the competence to perform laboratory activities for which they are responsible.

6.3.1.6 The laboratory shall make clear to each personnel their duties, responsibilities and authorities.

6.3.1.7 The management of the laboratory shall ensure the competency of personnel is maintained at appropriate levels through related technical training programmes. Specific technical training on the test method(s) shall be conducted by the recognised institutions such as National Metrology Institute of Malaysia (NMIM), Institute Kimia Malaysia, universities and instrument vendors.

6.3.1.8 The laboratory shall maintain records of training and competency of its personnel.

6.3.1.9 The technical personnel involved in the assaying activities shall not be remunerated in a way that can influence the results of the assaying.

6.3.2 Laboratory facilities and environmental conditions

6.3.2.1 The work environment shall be suitable for the laboratory activities and shall not adversely affect the validity of results. Factors of the work environment that can adversely affect the validity of results include, but are not limited to the following: dust, electromagnetic disturbances, radiation, humidity, electrical supply, temperature, and vibration.

6.3.2.2 Environmental conditions that may influence the validity of test results, including temperature and humidity applicable to the relevant test method(s), shall be determined, monitored, measured, and recorded.

6.3.2.3 Tests shall be stopped when the temperature and humidity are outside the specified limits or when the other factors of the work environment are such that they can affect the validity of results.

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6.3.2.4 There shall be effective separation between the laboratory and areas where related activities such as receiving/delivery, weighing and sampling are carried out, and neighbouring areas in which there are incompatible activities.

6.3.2.5 Access to and use of areas affecting the quality of the tests shall be controlled.

6.3.3 Equipment

6.3.3.1 The laboratory shall have available adequate facilities, equipment and reference materials relevant to the standard test methods specified in Clause 6.4.3 to ensure all assaying activities and other activities associated with the assaying service are carried out in a proper, safe and environmentally friendly manner.

6.3.3.2 All equipment and reference materials required for the correct performance of the tests shall be maintained, calibrated and/or verified and shall be traceable to the National Metrology Institute of Malaysia (NMIM).

6.3.3.3 Intermediate checks on equipment shall be conducted at least once a year to ensure the continued suitability of the equipment for its intended purpose. The results of intermediate checks shall be recorded.

6.3.3.4 The assay laboratory shall have documented procedures for dealing with defective equipment. Defective equipment shall be removed from the service area or otherwise prevented from unintended use by segregation and prominent labelling or marking.

6.3.3.5 Records of relevant information on the equipment, including software (if applicable), shall be maintained.

6.4 Testing process requirements

6.4.1 General

6.4.1.1 The operation of the laboratory shall abide by the methods and procedures as defined by this standard.

6.4.1.2 All measurements and determination of acceptance or rejection shall be performed in an objective manner.

6.4.1.3 All instructions, standards or written procedures, worksheets, checklists, manuals and reference data relevant to the work of the laboratory shall be maintained up to date and be readily available to the technical personnel.

The laboratory shall have a procedure for the review of assaying requests which ensures that:

a) the requirements are adequately defined, documented and understood;

b) the laboratory has the capabilities and resources to meet the requirements; and

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c) the appropriate methods or procedures that are capable of meeting the customers' requirements are selected.

6.4.2 Sample management

6.4.2.1 Each sample shall be uniquely identified and the movement of samples from receipt to final analysis shall be traceable.

6.4.2.2 The laboratory shall conduct preliminary examination on each sample submitted to check on the following criteria.

a) sample dimension shall comply with 114 mm (L) X 53 mm (W) X 8 mm (H) with +- 1 mm tolerance;

b) sample surface shall be flat and smooth, free from cavities, holes and significant layering. Edges shall not be sharp and pose handling hazard; and

NOTE. There is no specification for the internal quality, but the presence of gas bubbles can lead to bar rejection based on abnormal results of ultrasonic and electrical conductivity testing.

c) sample weight shall be 1 000.0 g or greater. No negative tolerance shall be permitted.

Any sample found not to comply with the above criteria shall be rejected and shall not be progressed to the assay step.

6.4.3 Assaying test method

6.4.3.1 One of the following test methods shall be used for the analysis of gold fineness:

a) ISO 15093, *Jewellery and precious metals - Determination of high purity gold, platinum and palladium - Difference method using ICP-OES; or*

b) ISO 18214, *Jewellery and precious metals - Determination of high purity gold, silver, platinum and palladium - Difference method using SPARK-OES.*

6.4.3.2 All assay data, including sample information, test method used, results, and calculations shall be recorded and maintained.

6.4.4 Reporting the results

6.4.4.1 The results shall be reviewed and authorised by a chemist, registered with Institute Kimia Malaysia (IKM) prior to release.

6.4.4.2 The results shall be provided accurately, clearly, unambiguously and objectively, and shall include all the information agreed with the customer and necessary for the interpretation of the results and all information required by the method used.

6.4.4.3 The assay test report shall include at least the following information:

a) the name and address of the laboratory;

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b) the location of performance of the laboratory activities, including when performed at a customer facility or at sites away from the laboratory's permanent facilities, or in associated temporary or mobile facilities;

c) sample of unique identification traceable to finished product declared by customer;

d) the name and contact information of the customer;

e) test method used;

f) a description, unambiguous identification, and the condition of the sample;

g) the date of receipt of the sample, and the date of sampling;

h) the date(s) of performance of the assaying activity;

i) the date of issue of the report;

j) reference to the sampling plan and sampling method;

k) the results of the assay as per test method used;

l) additions to, deviations, or exclusions from the method (if any); and

m) identification of the person(s) authorising the report.

6.4.4.4 Reports can be issued as hard copies or by electronic means, provided that the requirements of this standard are met.

6.4.4.5 Copies of all issued reports shall be retained as technical records.

6.4.5 Validity of the results

The laboratory shall monitor the validity of their results through:

a) participation in proficiency testing; and

b) participation in intra-laboratory comparison (if technical personnel is more than one).

6.4.6 Certificate of analysis

A certificate of analysis shall accompany each gold bar or gold bullion with at least the following information:

a) name or logo of the manufacturer and/or trader;

b) "gold" or "Au" to indicate the nature of the metal;

c) mass;

NOTE. Mass in kilogram or gram, including the weighing unit.

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d) fineness;

e) unique serial number; and

f) name or logo of assay office.

6.5 Hallmarking requirements

6.5.1 Each gold bullion shall be legibly and durably hallmarked with the following information:

a) name or trademark/logo or other identifying mark of the manufacturer or trader;

b) the word “FINE GOLD” for standards with a fineness of 999.9;

c) name or trademark or other identifying mark of the assay office at which the gold bar or bullion was tested; and

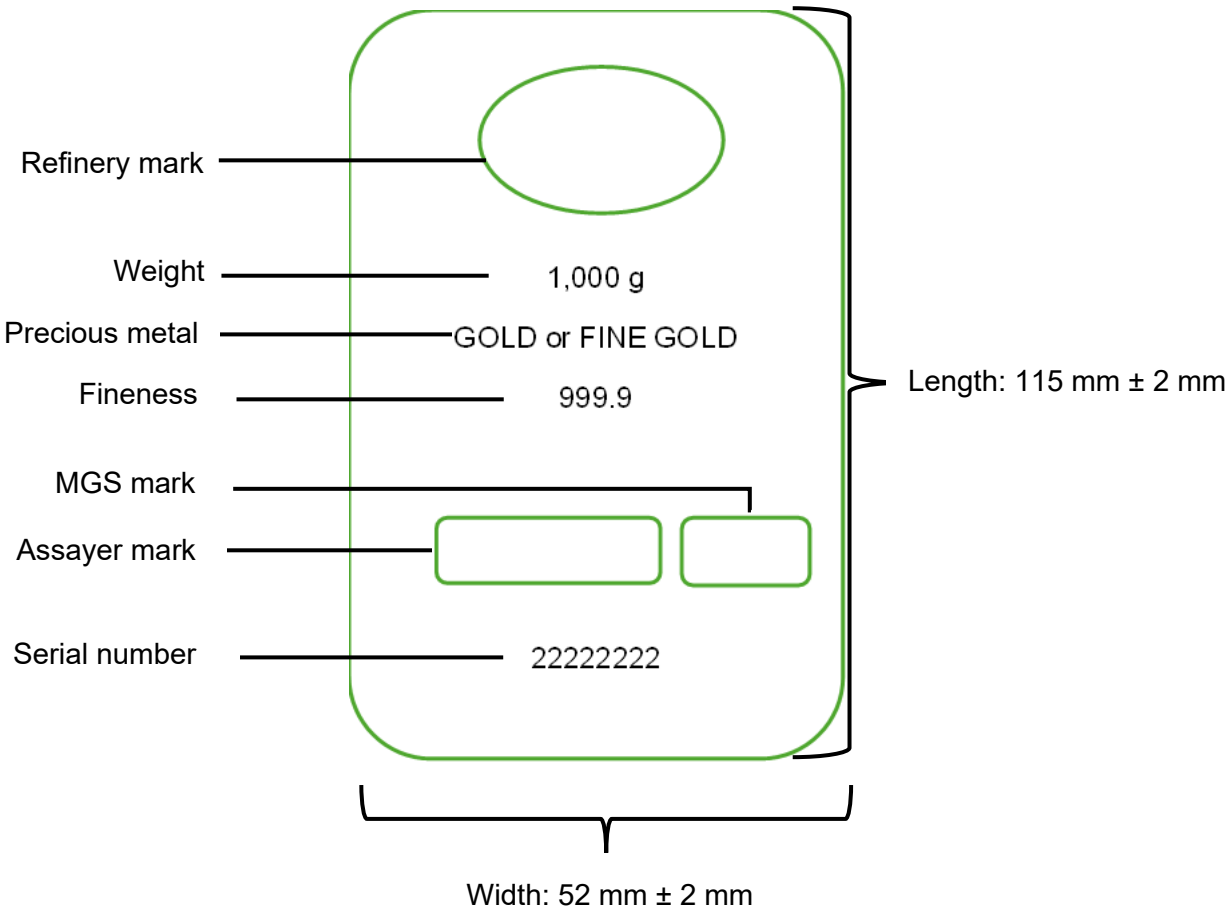
d) a unique serial number.

6.5.2 The hallmarking format for gold bar or bullion shall be in accordance with the examples given in Annex A.

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Annex A
(informative)

Examples of hallmarking on a 1 kg gold bar



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