

Development of certification and inspection schemes and extensions to scope of accreditation

PS16

1) Purpose

This statement sets out the Irish National Accreditation Board (INAB) policy on the approach to development of schemes by Certification and Inspection Bodies. It is expected that this approach would also be used by Certification and Inspection Bodies when extending the scope of existing schemes to include, for example, new technical standards or new EA sectors.

2) Policy

It is the policy of the Irish National Accreditation Board that all Certification and Inspection Bodies adopt the measures listed in clause 4 of this document when addressing the requirements of the various accreditation standards.

3) Terminology

CB - Certification Body

IB - Inspection Body

Scheme - the totality of technical and other criteria necessary to operate a specific certification or inspection system. For a comprehensive definition, please refer to EA 2/11, available at <http://www.european-accreditation.org/content/publications/pub.htm>

4) Statement

4.1) Development of schemes

4.1.1) The CB/IB must have a documented process for developing new schemes. This process must describe how the certification/inspection body:

- Determines what competence is required for the new scheme (including management and administrative personnel in addition to those performing certification/inspection activities);
- Evaluates such competence, and how it is demonstrated *prior* to application for extension to scope of accreditation;
- Ensures that the organisational structure of the organisation is such that impartiality is maintained;
- Ensures that the composition of the impartiality committee (however named) is still representative of key activities (for CBs); and ensures that independence criteria continue to be met (for IBs); and

- Assesses regulatory impact, if any.

4.1.2) This process must also include controls for extensions of accredited scope into sectors which involve a new EA code or technical standard.

5) Contact

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