



SNAS

SLOVENSKÁ NÁRODNÁ AKREDITAČNÁ SLUŽBA

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Policy

PL-08

**SNAS POLICY ON ACCREDITATION OF
CERTIFICATION BODIES**

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This document delineates SNAS policy for accreditation of certification bodies.

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1 SNAS POLICY ON ACCREDITATION OF BODIES CERTIFYING MANAGEMENT SYSTEMS

- 1.1** Accrediting bodies certifying management systems, SNAS assesses and confirms competence of an organization to perform certification of management systems according to relevant standards or normative documents.
- 1.2** Accrediting bodies certifying management systems, SNAS assesses meeting of provisions of requirements the standard ISO/IEC 17021-1. Requirements of the standard ISO/IEC 17021-1 should be met by bodies certifying management systems seeking confirmation of competence to perform certification of management systems as it is specified in further relevant standards, relevant mandatory IAF, EA documents, or generally valid documents of international organizations as well as in policies and methodological guidelines for accreditation issued by SNAS.
- 1.3** The part of assessment of a new applicant for accreditation in this field are also witness assessments carried out always for each management system by observation of body certifying management systems during applicant's audit performance. The number of witness assessments within the same management system depends on the required scope of accreditation and follows the procedures specified in the relevant SNAS methodological guideline.
- 1.4** After granting accreditation, SNAS performs planned surveillances over accredited certification bodies certifying management systems; during accreditation certificate validity verifies whether the certification body permanently meets all accreditation requirements related to its accredited activities. The planned surveillances also include witness assessments according to the witness assessment plan.
- 1.5** All mentioned principles related to accreditation apply for re-accreditation of bodies certifying management systems, however for re-accreditation information on accredited certification body certifying management systems from previous assessments are taken into account. Witness assessments are conducted according to the rules specified in the other relevant standards and relevant mandatory EA, IAF documents.
- 1.6** SNAS performs extension of accreditation relates to new management system analogously to accreditation principles. The witness assessment is a part of the assessment always. In case of extension of the accreditation scope relates to the addition of new activities within the already accredited management system, the witness assessments are conducted according to the rules specified in the other relevant standards and relevant mandatory EA, IAF documents.
- 1.7** Extraordinary assessment of accredited body certifying management systems is performed on the basis of an incentive, operatively in the shortest time possible after incentive was given, at the date agreed with the client if the incentive originates from the client or fixed by SNAS if the assessment is performed from SNAS or a third party incentive. Extraordinary assessment is also performed on the basis of reporting changes in

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the certification body and in the case of changes in accreditation requirements.

2 SNAS POLICY ON ACCREDITATION OF BODIES CERTIFYING PRODUCTS

- 2.1** Accrediting bodies certifying products, SNAS assesses and confirms organization's competence to perform certification of products as a third party certifying conformity of products with specification.
- 2.2** According to ISO/IEC 17065 SNAS classifies products in products, processes and services.
- 2.3** Accrediting bodies certifying products, SNAS assesses meeting of provisions of the standard ISO/IEC 17065. Requirements of the standard ISO/IEC 17065 should be met by bodies certifying products seeking confirmation of competence to perform certification of products as it is specified in relevant mandatory IAF, EA documents, in international standards or in generally valid documents of international organizations as well as in policies and methodological guidelines for accreditation issued by SNAS.
- 2.4** SNAS strictly requires body certifying products to meet requirements of the third party related to producers products of which certifies as well as to those parties which participate in development, design of the product, or by other services.
- 2.5** SNAS requires body certifying products to have specified, in its accreditation scope, besides product names, standards and regulations against which assesses conformity, also certification schemes or modules, systems and procedures which applies during its accredited activity.
- 2.6** If a certification body applies more certification schemes for a given kind of products, it must not deny right to producer of a product submitted for certification to choose certification scheme or module which he requires to be applied for product's certification. The exception is the regulated field, where the legal regulation determines the mandatory certification scheme or system.
- 2.7** SNAS assesses and accredits bodies certifying products for performance of certification of products in both regulated and non-regulated field. When accrediting bodies certifying products classified into regulated field, SNAS requires that certification schemes applied for certification of a given kind of products were consistently in line with requirements of relevant regulations EP&C, EC Directive or requirements of relevant Slovak government decree and the appropriate certification schemes.
- 2.8** A part of assessment of applicant for accreditation in this field are also witness assessments carried out by observation of certification bodies for product certification during the performance of evaluation activity of products, processes and services when it is relevant for certification scheme.

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- 2.9** After granting accreditation, SNAS performs planned surveillances over accredited bodies certifying products; during accreditation certificate validity verifies whether the certification body permanently meets all accreditation requirements related to its accredited activities.
- 2.10** All mentioned principles related to accreditation apply for re-accreditation of bodies certifying products, however for re-accreditation information on accredited body certifying products from previous assessments are taken into account.
- 2.11** SNAS performs extension of accreditation scope of bodies certifying products analogously to accreditation principles. Extension of accreditation scope can concern extension the scope of activities within an already accredited product group, or within a new product group.
- 2.12** Extraordinary assessment of accredited body certifying products is performed on the basis of an incentive, operatively, in the shortest time possible after incentive was given, at the date agreed with the client if the incentive originates from the client or fixed by SNAS if the assessment is performed from SNAS or a third party incentive. Extraordinary assessment is also performed on the basis of reporting changes in the certification body and in the case of changes in accreditation requirements.

3 SNAS POLICY ON ACCREDITATION OF BODIES CERTIFYING PERSONS

- 3.1** Accrediting bodies certifying persons, SNAS assesses and confirms organization's competence to perform certification of persons according to requirements defined in certification schemes. Certification as such consists in verification of conformity of technical competence of persons with specified requirements.
- 3.2** Accrediting bodies certifying persons, SNAS assesses meeting of provisions of the standard ISO/IEC 17024. Requirements of the standard ISO/IEC 17024 should be met by bodies certifying persons seeking confirmation of competence to perform certification of persons as it is specified in relevant mandatory IAF, EA documents, in international standards or in generally valid documents of international organizations as well as in policies and methodological guidelines for accreditation issued by SNAS.
- 3.3** SNAS requires body certifying persons to have specified, in its accreditation scope, besides certification field, type/category of activity, standards and regulations against it assesses conformity also certification schemes and certification procedures. SNAS, for the accreditation of bodies certifying persons in regulated field, requires that the certification schemes applied to the certification of persons consistently meet the requirements of the relevant Directive EC or the relevant regulation requirements.
- 3.4** A part of assessment of applicant for accreditation in this field are also witness assessments carried out by observation of certification body certifying persons during the

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performance the examination of applicants for certification.

- 3.5** After granting accreditation, SNAS performs planned surveillances over accredited bodies certifying persons; during accreditation certificate validity verifies whether the certification body permanently meets all accreditation requirements related to its accredited activities.
- 3.6** All mentioned principles related to accreditation apply for re-accreditation of bodies certifying persons, however for re-accreditation information on accredited body certifying persons from previous assessments are taken into account.
- 3.7** SNAS performs extension of accreditation scope of bodies certifying persons analogously to accreditation principles. Extension of accreditation scope can concern new activities within already accredited scope or new field of accreditation of the body certifying persons.
- 3.8** Extraordinary assessment of accredited body certifying persons is performed on the basis of the incentive, operatively, in the shortest time possible after incentive was given, at the date agreed with the client if the incentive originates from the client or fixed by SNAS if the surveillance is performed from SNAS or a third party incentive. Extraordinary assessment is also performed on the basis of reporting changes in the certification body and in the case of changes in accreditation requirements.

4 RELATED DOCUMENTS

ISO/IEC 17011: Conformity assessment Requirements for accreditation bodies accrediting conformity assessment bodies

MSA-04: Procedure for accreditation

MSA-CS/X

MSA-CP/X

MSA-CO/X

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