



SNAS

SLOVENSKÁ NÁRODNÁ AKREDITAČNÁ SLUŽBA

METHODICAL GUIDELINE FOR ACCREDITATION

**REQUIREMENTS FOR ENVIRONMENTAL
VERIFIERS**

MSA–E/02

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1 INTRODUCTION

This methodical guideline discloses requirements for environmental verifiers (hereinafter, EV) according to ISO/IEC 17021-1: 2015 and Regulation (EC) No 1221/2009 of the European Parliament and of the Council (hereinafter, Regulation), amended by Commission Regulation (EU) 2017/1505. This methodical guideline is obligatory for employees of the accreditation body and applicants for accreditation.

2 ABBREVIATION USED

AIS	Accreditation Information System
Coll.	Collection of acts
EC	European Community
EMAS	Eco-Management and Audit Scheme
EU	European Union
EV, E	Environmental Verifier
IEC	International Electrotechnical Commission
ISO	International Organization for Standardization
MSA	Methodical Guideline for Accreditation
SNAS	Slovak National Accreditation Service
SR	Slovak Republic

3 RELATED DOCUMENTS

ISO/IEC 17021-1: 2015	Conformity assessment – Requirements for bodies providing audit and certification of management systems
Regulation (EC) No 1221/2009	of the European Parliament and of the Council, on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS), repealing Regulation (EC) No 761/2001 and Commission Decisions 2001/681/EC and 2006/193/EC
Commission Regulation (EU) 2017/1505	amending Annexes I, II and III to Regulation (EC) No 1221/2009 of the European Parliament and of the Council on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS)
Commission Decision 2013/131/EU	establishing the user's guide setting out the steps needed to participate in EMAS, under Regulation (EC) No 1221/2009 of the European Parliament and of the Council on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS)
Commission Decision (EU) 2017/2285	amending the user's guide setting out the steps needed to participate in EMAS, under Regulation (EC) No 1221/2009 of the European Parliament and of the Council on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS)
Commission Decision (EU) 2016/1621	adopting a guidance document on notification to accreditation and licensing bodies by environmental verifiers active in a Member State other than that where the accreditation or licence was granted under Regulation (EC) No 1221/2009 of the European Parliament and of the Council

Act No. 505/2009 Coll.	on Accreditation of Conformity Assessment Bodies and on amendments to certain acts as amended
Act No. 351/2012 Coll.	on Environmental Verification and Registration of Organizations in the European Union Environmental Management and Audit Scheme and on amendment of certain acts
MSA-04	Procedure for accreditation
MSA-06	Responsibilities of SNAS and Conformity Assessment Bodies
MSA-E/01	Scope and scope specification of accreditation of environmental verifiers
MSA-E/04	Surveillance of environmental verifiers
MSA-E/05	Witness assessment of environmental verifiers

4 TERMINOLOGY

This MSA uses the terminology introduced in related documents, with the terms "surveillance" and "supervision" being considered synonymous.

5 REQUIREMENTS FOR APPLICANT FOR ACCREDITATION

5.1 ACCREDITATION OF ENVIRONMENTAL VERIFIER

5.1.1 SNAS accredits the EV upon request in accordance with Act No. 505/2009 Coll. The EV shall meet all requirements of the Regulation as well as all applicable requirements specified in ISO / IEC 17021-1: 2015.

The description of the assessment and accreditation process, documents containing accreditation requirements and documents describing the rights and obligations of accredited entities are publicly available on the SNAS website (www.snas.sk).

5.2 REQUIREMENTS FOR ENVIRONMENTAL VERIFIERS (ARTICLE 20 OF THE REGULATION)

5.2.1 An applicant for accreditation wishing to obtain accreditation in accordance with the Regulation shall submit an application via the AIS information system, which shall include the scope of the accreditation requested.

5.2.2 Applicant shall provide SNAS appropriate evidence of its competence, including knowledge, relevant experience and technical capacities relevant to the scope of the requested accreditation in the following fields:

- a) Regulation (EC) No 1221/2009;
- b) the general functioning of environmental management systems;
- c) relevant sectoral reference documents issued by the Commission, under Article 46, for the application of the Regulation;
- d) the legislative, regulatory and administrative requirements relevant to the activity subject to verification and validation;
- e) environmental aspects and impacts including the environmental dimension of sustainable development;
- f) the technical aspects, relevant to environmental issues, of the activity subject to verification and validation;

- g) the general functioning of the activity subject to verification and validation in order to assess the appropriateness of the management system, in relation to the interaction of the organisation and its products, services and operations with the environment including at least the (i) to (v);
- h) environmental auditing requirements and methodology including the ability to undertake effective verification audits of an environmental management system, identification of appropriate audit findings and conclusions and preparation and presentation of audits reports, in oral and written forms, to provide a clear record of the verification audit;
- i) information audit, the environmental statement and the updated environmental statement in relation to data management, data storage and manipulation, presentation of data in written and graphical format for the appreciation of potential data errors, use of assumptions and estimates;
- j) the environmental dimension of products and services including the environmental aspects and environmental performance during the usage and post-use, and the integrity of data provided for environmental decision making.

5.2.3 EV shall demonstrate in SNAS assessment a continuing professional development in the fields of competence set out in 5.2.2.

5.2.4 EV shall be an external third party, independent (in particular of the organisation's auditor or consultant), impartial and objective in performing its activities.

5.2.5 EV shall ensure that it is free from any commercial, financial or other pressures which might influence its judgment or endanger trust in its independence of judgment and integrity in relation to the verification activities. It shall also ensure compliance with any rules applicable in this respect.

5.2.6 EV shall have documented methods and procedures, including quality control mechanisms and confidentiality provisions, to comply with the verification and validation requirements of the Regulation.

5.2.7 EV shall keep an organisation chart detailing structures and responsibilities within the organisation and a statement of legal status, ownership and funding sources.

5.2.8 Compliance with these requirements shall be ensured through the assessment carried out prior to the accreditation granting and through the surveillance by the SNAS.

5.3 REQUIREMENTS FOR SURVEILLANCE / SUPERVISION OF ENVIRONMENTAL VERIFIERS

5.3.1 SNAS supervises the activity of the accredited EV and over the activity of the EV which has been accredited or licensed in another Member State and performs verification in SR, according to MSA-E/04.

5.3.2 EV accredited by SNAS over the activities of which SNAS performs surveillance, shall immediately inform SNAS of any changes which have a bearing on the accreditation or its scope, in accordance with MSA-06.
