|  |  |
| --- | --- |
| Applicant: | **Name / Business name,** **Address** |

|  |
| --- |
| Annex OA 8-2. Part: Certification Body Certifying Persons |

|  |  |
| --- | --- |
| Conformity Assessment Body: | **Name, Address** |

|  |  |
| --- | --- |
| **Certificate No.**  (not required for Accreditation) | **Membership number of the registered SNAS member** (only if registered) |
|  |  |

**Declaration of compliance with requirements of ISO/IEC 17024: 2012 standard**

|  |  |  |  |
| --- | --- | --- | --- |
| **Article of standard** | | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **4** | | **General requirements** |
| **4.1** | | **Legal matters** |  |
| **4.2** | | **Responsibility for decision on certification** |  |
| **4.3** | | **Management of impartiality** |  |
| **4.4** | | **Finance and liability** |  |
|  |
| **Article of standard** | | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **5** | | **Structural requirements** |
| **5.1** | | **Management and organization structure** |  |
| **5.2** | | **Structure of the certification body in relation to training** |  |
|  |
| **Article of standard** | | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **6** | | **Resource requirements** |
| **6.1** | | **General personnel requirements** |  |
| **6.2** | | **Personnel involved in the certification activities** |  |
| **6.3** | | **Outsourcing** |  |
| **6.4** | | **Other resources** |  |
|  | |  |  |
| **Article of standard** | | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **7** | | **Records and information requirements** |
| **7.1** | | **Records of applicants, candidates and certified persons** |  |
| **7.2** | | **Public information** |  |
| **7.3** | | **Confidentiality** |  |
| **7.4** | | **Security** |  |

|  |  |  |
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| **Article of standard** | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **8** | **Certification schemes** |
| *8.1* | *Certification schemes according to categories of certification* |  |
| *8.2* | *Elements of the certification scheme* |  |
| *8.3* | *Certification process requirements* |  |
| *8.4* | *Development and review of the certification scheme* |  |
| *8.5* | *Review and validation of the certification scheme* |  |
| *8.6* | *Ensuring compliance with Art. 8* |  |

|  |  |  |
| --- | --- | --- |
| **Article of standard** | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **9** | **Certification process requirements** |
| **9.1** | **Application process** |  |
| **9.2** | **Assessment process** |  |
| **9.3** | **Examination process** |  |
| **9.4** | **Decision on certification** |  |
| **9.5** | **Suspending, withdrawing or reducing the scope of certification** |  |
| **9.6** | **Recertification process** |  |
| **9.7** | **Use of certificates, logos and marks** |  |
| **9.8** | **Appeals against decisions on certification** |  |
| **9.9** | **Complaints** |  |
|  |  |  |
| **Article of standard** | **Article title** | **Description of compliance with requirement - references to relevant document articles \*)** |
| **10** | **Management system requirements** |
| **10.1** | **Management system requirements General** |  |
| **10.2.1** | **General management system requirements / General** |  |
| **10.2.2** | **Management system documentation** |  |
| **10.2.3** | **Control of documents** |  |
| **10.2.4** | **Control of records** |  |
| **10.2.5** | **Management review** |  |
| **10.2.6** | **Internal audits** |  |
| **10.2.7** | **Corrective actions** |  |
| **10.2.8** | **Preventive actions** |  |

**\*) Insert all documents referred to in the AIS.**

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| Date: |  |  |  | | |
| Name and surname: | | |  |
|  | |  | |