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Decision of the Director
RR-P22**SNAS POLICY FOR REVISION OF GRANTED
SCOPES OF ACCREDITATION IN THE FIELD OF
CERTIFICATION OF PRODUCTS, PERSONS AND
MANAGEMENT SYSTEMS**Approved by: **Ing. Jozef Obernauer**
Director.....
SignatureDate: **10.01.2011**

Bratislava, February 2011

Issued on: 10.01.2011	Edition: 1	Document label: RR-P22
Effective from: 01.02.2011	Updating: 0	

**PURPOSE:**

This document delineates SNAS policy for revision of granted scopes of accreditation in the field of certification of products, persons and management systems.

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Issued on: 10.01.2011	Edition: 1	Document label: RR-P22
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1 SNAS POLICY FOR THE REVISION OF GRANTED SCOPES OF ACCREDITATION IN THE FIELD OF CERTIFICATION OF PRODUCTS, PERSONS AND MANAGEMENT SYSTEMS.

Assessment of the competence of certification bodies to perform certification of products, persons and management systems is the key part of the accreditation process and surveillance for accredited certification bodies. SNAS comprehensively assesses the scope of accredited activities, or accreditation activities requested by the certification body. The scope of accreditation of the certification body is assessed in such a way as to enable the certification body to demonstrate its competence to perform certification of products, persons and management systems as a whole or in a representative scope.

In connection with the preparation of the assessment in the field of accreditation of bodies certifying products, persons and management systems for the purpose of reaccreditation and surveillance and preparation of the given assessment programmes, SNAS requires the following from certification bodies:

1. Certification bodies must submit, together with the application for reaccreditation, an analysis of their scope of accreditation, i.e. lists of clients, holders of valid and suspended certificates, for each item in the scope of accreditation according to a relevant annex to the application (scope of accreditation). By the item in the scope of accreditation we understand in the case of the certification of products each group of products in each certification scheme, in the case of the certification of persons each category of activities in each field and in the case of certification of management systems each EA code/category of the food chain in each management system.
2. When assessing for the purpose of reaccreditation the certification body must prove that it performs certification of products, persons and management systems for every item requested in the scope of accreditation.
3. When assessing for the purpose of reaccreditation, the items in the scope of the accreditation which are not covered by certificates and where the certification body has not proved its competence to perform the certification of products, persons and management systems, will be excluded from its scope of accreditation.
4. An accredited certification body is obliged to submit an annual analysis of its scope according to point 1, stating planned dates for the performance of individual audits/tests/conformity assessments by 15th January of the following calendar year at the latest and, if changes have taken place since the given date, also prior to assessment by SNAS.

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5. An accredited certification body is further obliged to submit annually by the 15th January of the following calendar year at the latest a list of critical locations¹⁾.
6. The relevant forms are available on the SNAS web site www.snas.sk

2 RELATED DOCUMENTS

ISO/IEC 17011: General requirements for accreditation bodies accrediting conformity assessment bodies

SNAS Quality Manual

RR-P8: SNAS Policy for accreditation of certification bodies

IP-2: Preparation and control of the assessment

MSA-04: Procedure for accreditation

MSA-06: Responsibilities of SNAS and conformity assessment bodies

MSA-CP/CO/CS/X

¹⁾ Definition of critical location is given in MSA-06 (www.snas.sk).

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