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Policy regarding changes in accreditation criteria, extension of DPA activity and flexible scope

Code: DA-PO-004

Review. No. 5

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1. Purpose

This document describes the policy of the General Directorate of Accreditation (DPA) in relation to changes in accreditation criteria and changes in conformity assessment schemes. It also describes the policy of DPA to extend its activity in terms of providing service to accreditation to all stakeholders.

2. References

Law no. 116/2014 "On the accreditation of conformity assessment bodies in the Republic of Albania".

S SH ISO / IEC 17011: 2017, "Conformity assessment - Requirements for accreditation bodies that accredit conformity assessment bodies", paragraphs 4.6, 7.8.4 and 8.2.3

EA 1/06 AB: 2022 Multilateral Agreement. Criteria for signing. Policy and procedures for development.

The term "Accreditation Scheme" means the rules and processes related to the accreditation of conformity assessment bodies to which the same requirements apply.

The term "Accreditation Criteria" means the requirements of the standards applicable to the same conformity assessment body, documents issued by EA, ILAC and IAF and DPA documents.

3. Policy on changes in accreditation criteria

In accordance with the definition of accreditation given in Article 3 of Law no. 116/2014 "On the accreditation of conformity assessment bodies in the Republic of Albania" accreditation is based on harmonized standards and as appropriate, any additional requirements, including those set out in the relevant sectoral schemes, to perform a specific conformity assessment activity. Accreditation criteria are given in the DA-PO-002 policy. When it is necessary to change the accreditation criteria, before approving the change and the effective date of implementation of the change, DPA will take into account the opinion of interested parties. Criteria for accreditation will be drafted by persons or relevant technical working groups who provide technical competence for drafting criteria / procedures / rules and processes as well as with the participation of all interested parties.

In the case of changes to the harmonized standards (third level, fourth level and / or other documents containing specific requirements in addition to those given in third level standards, <https://european-accreditation.org/wp-content/uploads/2018/10/ea-1-06-A-AB.pdf>), DPA will implement the decisions taken by European and international accreditation organizations, regarding the transition period and the manner of their implementation. DPA will formulate its



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guide on how to implement the decisions of EA, ILAC and IAF with the participation of interested parties.

In case of changes in standards / testing / calibration methods, inspection or certification procedures (fifth level of standards), it is the relevant technical group that will determine the period and manner of transition, if necessary. If the changes are significant, the scope of CAB accreditation will change only after an assessment. If the changes are not significant, the CAB may use the latest version of the standard / method / procedure and the change in the scope of accreditation will be reflected in the next surveillance. The assessment of the significance of the change is determined by the relevant technical working group.

In case the changes in methods / procedures are made by the CAB itself, it should immediately notify DPA according to the contract with DPA together with an impact analysis of the change to the fulfillment of accreditation requirements. The decision regarding the implementation of the amended method / procedure will be taken by the technical working group or the relevant technical assessor based on the assessment of the significance of the change.

DPA will reflect changes in its internal documentation within the transitional period set by European / International organizations or by the technical working group. It will train DPA staff and assessors on changes and reflections of changes in its documentation. The training will be organized within the transitional period.

DPA will make every effort to inform you as soon as possible of changes of standards or their specific requirements. It will also be aware of any changes to the guidelines or other documents issued by EA, ILAC and IAF. It will implement all the recommendations of the above-mentioned organizations.

DPA will inform all interested parties such as: DPA staff, assessors, members of the accreditation board, members of technical working groups, accredited bodies, applicants, institutions and regulatory bodies, etc. for any changes in legal acts, in standards, guidelines or other documents. This information will not only be disseminated in writing but the changes will also be reflected on the DPA website as simply as possible. DPA will also organize workshops to inform stakeholders and to clarify any ambiguities.

In the transition period, at the request of the CAB, the assessment may be performed according to the new version or the predecessor of the document, including the accreditation criteria, as regulated in the relevant DA-IN documents. The decision on accreditation / surveillance will be based on assessment. The transition to the new version or the new document including the accreditation criteria will be done through successful surveillance.



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4. Policy on extension the accreditation activity

DPA has as its objective the provision of accreditation service and meeting the clients' needs. It will respond accurately, competently, independently and impartially to any client request that may require the extension of accreditation schemes or the extension of conformity assessment schemes that DPA has not previously provided. In both cases, DPA will make maximum efforts to provide opportunities and resources for service providing, to find the necessary resources for expertise such as in technical groups, to draft the necessary documentation, rules and processes and to train assessors regarding new accreditation or conformity assessment schemes. Details regarding the extension of the activity are provided in procedure DA-PM-008.

DPA will inform all interested parties about the extension of its activity and the changes will be reflected on the DPA website. DPA will inform the conformity assessment body if the process of extension of the activity will last or if the decision is that DPA will not extend its activity.

DPA will not continue to offer an accreditation scheme in whole or in part if required by interested parties or designated by European or international accreditation organizations. Prior to the decision not to approve a scheme, DPA will fulfill all its contractual obligations and transition periods. DPA will inform all interested parties and will publish on its website the reasons for not offering an accreditation scheme.

5. Flexible scope policy

At present DPA does not offer accreditation for flexible scope.

Date: 08.06.2022

General Director
Armond HALEBI