PRODUCT, PROCESS AND SERVICE CERTIFICATION BODY ACCREDITATION PROGRAM (CBAP)

Program Overview

Version 1 – May 2024

Standards Council of Canada

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Table of Contents

Canadä

Product, Process and Service Certification Body Accreditation Program (CBAP): Program Overview

This Program Overview describes accreditation program requirements, accreditation cycle requirements and witnessing requirements. Please refer to the SCC website for an overall description of the program.

1.   Accreditation Program Requirements

Certification bodies from around the world seek SCC accreditation as proof that their work is in line with the most current national and international standards and regulations.

SCC accreditation is mandatory in certain regulated areas. It provides proof of compliance that opens doors to many foreign markets.

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ACCREDITATION REQUIREMENTS *(SCC is a signatory to IAF and APAC for this program)*	SCHEME OWNER/ REGULATOR/ TRADE AGREEMENT
All Product, Process, and Service Certification Bodies (CBs)	
• ISO/IEC 17065:2012 - Conformity assessment — Requirements for bodies certifying products, processes and services • IAF MD 4:2023 – IAF Mandatory Document for the Use of Information and Communication Technology (ICT) for Auditing/Assessment Purposes • SCC Requirements and Guidance - Product, Process and Service Certification Body Accreditation Program **Specific Requirements for European Union Accreditation** • Regulation (EC) No 765/2008 of the European Parliament and of the Council of 9 July 2008 setting out the requirements for accreditation and market surveillance relating to the marketing of products • Decision No 768/2008/EC of the European Parliament and of the Council of 9 July 2008 on a common framework for the marketing of products • EA-2/17 M: 2020 - EA Document on Accreditation for Notification Purposes • EA – 3/01 M: 2021 – EA Conditions for the use of Accreditation Symbols, Logos, and other claims of accreditation and reference to the EA MLA Signatory Status **Specific Requirements for United Kingdom Accreditation** • UKAS GEN 5: Edition 4, 2023 – Accreditation for the purposes of appointment as an Approved Body under the UKCA system • Appendix I, II & III - Guidelines on the appointment of UK Conformity Assessment Bodies 2021	• Canada-European Union Comprehensive Economic and Trade Agreement (CETA) • Canada-United Kingdom Trade Continuity Agreement (TCA) • Canadian Advisory Council on Electrical Safety • Canadian Advisory Council on Energy Efficiency • Council of Canadian Fire Marshalls and Fire Commissioners • Canadian Regulatory Council on Plumbing • Innovation, Science and Economic Development Canada (Radio/Telecommunication) • Interprovincial Gas Advisory Council
CBs operating in the CanadaGAP scheme	
• All CB accreditation requirements • CanadaGAP Food Safety Manuals (accreditation portion) • CanadaGAP Program Management Manual (accreditation portion) Certification Standards • CanadaGAP Food Safety Manuals (certification portion) • CanadaGAP Program Management Manual (certification portion)	CanadaGAP

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ACCREDITATION REQUIREMENTS *(SCC is a signatory to IAF and APAC for this program)*	SCHEME OWNER/ REGULATOR/ TRADE AGREEMENT
CBs operating in the Electronic Logging Devices (ELD) scheme	
• All CB accreditation requirements • Section 79 of the Commercial Vehicle Drivers Hours of Service Regulations (the Regulations) Note: there are specific requirements for this scheme in Requirements and Guidance - Product, Process and Service Certification Body Accreditation Program <u>Certification Standards</u> • Technical Standard for Electronic Logging Devices • ELD Technical Requirements Test Specifications	Transport Canada (TC)
CBs operating in the Elevator scheme	
• All CB accreditation requirements • General Requirements for Accredited Elevator/Escalator Certification Organizations (AECO) <u>Certification Standards</u> • ASME A17.7.1/CSA B44.7.1 General Requirements for Accredited Elevator/Escalator Certification Organizations	Accredited Elevator/Escalator Certification Organizations (AECO)
CBs operating in the Energy Efficiency Verification (EEV) scheme	
• All CB accreditation requirements Note: there are specific requirements for this scheme in Requirements and Guidance - Product, Process and Service Certification Body Accreditation Program	• Canadian Energy Efficiency Regulations (NRCan) • ENERGY STAR Canada scheme (NRCan) • ENERGY STAR United States scheme (Environmental Protection Agency (EPA)
CBs operating in the Forestry scheme	
• All CB accreditation requirements • PEFC ST 2003:2020 Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard <u>Certification Standards</u> • PEFC ST 2002:2020 Chain of Custody of Forest and Tree Based Products – Requirements • PEFC ST 2001:2020, 2020-02-14 PEFC Trademarks Rules – Requirements	Programme for the Endorsement of Forest Certification (PEFC)

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ACCREDITATION REQUIREMENTS *(SCC is a signatory to IAF and APAC for this program)*	SCHEME OWNER/ REGULATOR/ TRADE AGREEMENT

• All CB accreditation requirements
 	
• SFI 2022 Section 9 Audit Procedures and Auditor Qualifications and Accreditation
 	
Certification Standards
 	
• SFI 2022 Standards and Rules
 	
    o Section 4. SFI 2022 Chain-of-Custody Standard
 	
    o Section 5. SFI 2022 Certified Sourcing Standard
 	
    o Section 6. Rules for Use of SFI On-Product Labels and Off-Product Marks
 	
    o Section 10. Audit Procedures and Auditor Qualifications and Accreditation
 	
    o Section 12. Public Inquiries and Official Complaints
 	
• SFI Urban and Community Forest Sustainability Standard
 	
• SFI Small Land Group Certification Module
 	
• SFI Small Scale Forest Management Module for Indigenous Peoples and Families
	Sustainable Forestry Initiative (SFI)

CBs operating in the ISASecure (International Society of Automation Security Compliance Institute (ISCI)) (for IT Security, Networking) scheme

• All CB accreditation requirements Certification Standards • CSA-200 - ISA Security Compliance Institute — Component Security Assurance (based on ISA/IEC 62443) (As applicable) • SLDA-200 - ISA Security Compliance Institute — Security Development Lifecycle Assurance • SSA-200 - ISA Security Compliance Institute — System Security Assurance • ICSA-200 ISA Security Compliance Institute – IIoT Component Security Assurance	ISASecure (International Society of Automation Security Compliance Institute (ISCI)) (for IT Security, Networking)

CBs operating in Safe Quality Food Initiative (SQF) scheme

• All CB accreditation requirements • Criteria for SQF Certification Bodies - SQF Requirements on the Application of ISO/IEC 17065:2012	Safe Quality Food (SQF)

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ACCREDITATION REQUIREMENTS *(SCC is a signatory to IAF and APAC for this program)*	SCHEME OWNER/ REGULATOR/ TRADE AGREEMENT
TRADE AGREEMENTS: European Union - CETA	
CBs operating under product category: ATEX - equipment and protective systems intended for use in potentially explosive atmospheres	
• All European Union accreditation requirements including ISO/IEC 17065:2012 & applicable IAF MD4:2023 • Directive 2014/34/EU of the European Parliament and of the Council of 26 February 2014 on the harmonisation of the laws of the Member States relating to equipment and protective systems intended for use in potentially explosive atmospheres • EU adopted applicable product standards	Global Affairs Canada (GAC) European Commission (EC) European Cooperation for Accreditation (EA)
CBs operating under Product Category: Construction Products	
• All European Union accreditation requirements including ISO/IEC 17065:2012 & applicable IAF MD4:2023 • Regulation (EU) No 305/2011 of the European Parliament and of the Council of 9 March 2011 laying down harmonised conditions for the marketing of construction products and repealing Council Directive 89/106/EEC Text with EEA relevance • GNB-CPR Position Paper - Guidance to notified bodies on the Assessment and Verification of Constancy of Performance under the Construction Products Regulation (NB-CPR/17/722r3 issued November 2017) • EU adopted applicable product standards, European Assessment Documents, and European Technical Assessments	Global Affairs Canada (GAC) European Commission (EC) European Cooperation for Accreditation (EA)

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ACCREDITATION REQUIREMENTS *(SCC is a signatory to IAF and APAC for this program)*	SCHEME OWNER/ REGULATOR/ TRADE AGREEMENT
CBs operating under Product Category: Machinery	
• All European Union accreditation requirements including ISO/IEC 17065:2012 & applicable IAF MD4:2023 • Regulation (EU) 2023/1230 of the European Parliament and of the Council of 14 June 2023 on machinery and repealing Directive 2006/42/EC of the European Parliament and the Council and Council Directive 73/361/EEC • Directive 2009/127/EC of the European Parliament and of the Council of 21 October 2009 amending Directive 2006/42/EC with regard to machinery for pesticide application • Directive 2006/42/EC of the European Parliament and of the Council of 17 May 2006 on machinery, and amending Directive 95/16/EC • Regulation (EU) No 167/2013 of the European Parliament and of the Council of 5 February 2013 on the approval and market surveillance of agricultural and forestry vehicles • EU adopted applicable product standards	Global Affairs Canada (GAC) European Commission (EC) European Cooperation for Accreditation (EA)
TRADE AGREEMENTS: United Kingdom - TCA	
CBs operating under Product Category: ATEX - equipment and protective systems intended for use in potentially explosive atmospheres	
• All United Kingdom accreditation requirements including ISO/IEC 17065:2012 & applicable IAF MD4:2023 • Directive 2014/34/EU of the European Parliament and of the Council of 26 February 2014 on the harmonisation of the laws of the Member States relating to equipment and protective systems intended for use in potentially explosive atmospheres. • UK adopted applicable product standards	Global Affairs Canada (GAC) United Kingdom Department of Business and Trade (DBT) United Kingdom Accreditation Services (UKAS)

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2. Accreditation Cycle and Witness Assessment Requirements

Requirements and information on the operation of the Accreditation Program are in the applicable Requirements and Guidance documents.

2.1. Additional witness assessment requirements for European Union accreditation:

2.1.1. The witness assessment requirements identified in EA 2/17 apply as well as the witness assessment requirements identified in the SCC Requirements and Guidance Document – Certification Body Accreditation Program

2.1.2. A minimum of 1 witness assessment shall be conducted per accredited product category per accreditation cycle in addition to other witness assessment activities for other programs.

2.2. Additional witness assessment requirements for United Kingdom accreditation:

2.2.1. The witness assessment requirements in the SCC Requirements and Guidance Document – Certification Body Accreditation Program apply.

2.2.2. A minimum of 1 witness assessment shall be conducted per accredited product category per accreditation cycle in addition to other witness assessment activities for other programs.

Initial accreditation or scope extensions can be conditional upon the successful scheduling of one witness audit within 6 months from the date of the granting of accreditation. If the witness audit is not scheduled within the 6 months' timeframe, then the accreditation or scope extension will be withdrawn.

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3.   Scope Management

The SCC accredited scopes[1] for CBs are published using the International Classification for Standards (ICS) codes[2] for each of the different product certification schemes. All accredited CBs shall have a current list of standards to which they offer certification under SCC accreditation, and these standards shall be grouped into customer defined technical categories (e.g., 'plumbing', 'hazardous locations', 'photovoltaic'). This list must be in Excel or a tab delimited format. CBs must have a documented process in place to update their list of standards.

If an ICS code is defined in the standard itself, that ICS code must be used. If there is no ICS code listed on the standard itself, CBs are expected to use their best professional judgement in determining the ICS code and document the technical rationale for the decision. Note that these records may be assessed by SCC at any time.

If a CB wishes to provide SCC accredited certifications using a standard that falls under an ICS code that is already on its published SCC scope of accreditation and in the same technical area, the CB may certify to that standard under its SCC accreditation without submitting a scope modification application.

If a CB wishes to provide SCC accredited certifications using a standard that falls under an ICS code that is not on its published SCC scope of accreditation, the CB must submit a scope modification application.

If a CB requires confirmation from SCC that a standard corresponds to an ICS code on the scope of accreditation (e.g., a letter for a regulator), a scope modification application is required along with payment of applicable fees.

For European Union Accreditation, SCC will abide by the European Cooperation for Accreditation requirements on the content of the Scopes of Accreditations.

For United Kingdom Accreditation, SCC will abide by the requirements identified by the United Kingdom Accreditation Services (UKAS) on the content of the Scopes of Accreditations.

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[1] Including any means by which a CB indicates its certifications are covered by the scope of SCC accreditation.
[2] International Classification for Standards (ICS) codes available as a downloaded PDF
https://www.iso.org/files/live/sites/isoorg/files/archive/pdf/en/international_classification_for_standards.pdf or online browsable catalogue https://www.iso.org/search/x/query/list%2520of%2520ics%2520codes

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4. Designated Body Groups – European Union and United Kingdom.

All Conformity Assessment Bodies accredited and designated by SCC for a product category under the European Union accreditation requirements or the United Kingdom accreditation requirements shall form and be a part of a Canadian Designated Body Group specific to the product category to which they are accredited (i.e.: Designated Body Group for ATEX; Designated Body Group for Machinery, etc..). The Canadian Designated Body Group shall be operated by CABs and keep updated on European and/or United Kingdom Regulations as it pertains to areas to which they are accredited. Canadian Designated Body Group shall liaise with European Notified Body Groups and/or UK Approved Body Groups and ensure the information is shared amongst Canadian CABs accredited by SCC for Europe and/or United Kingdom respectively.

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Revision History

VERSION	DESCRIPTION OF CHANGE(S)	APPROVED DATE
1	- Initial Release - Separating program-specific content out of the ASB Program Overview - Separated Program Overview - Added international recognition information - Updated IAF MD versions - Added Scheme Owner(s), Regulator(s), Trade Agreement(s), if applicable - Terminology changed from 'fixed office locations' to 'locations' - Added CanadaGAP scheme requirements: - CanadaGAP food safety manuals for fresh fruits and vegetables - CanadaGAP Food Safety Manuals - CanadaGAP Program Management Manual - Added Forestry scheme requirements: - SFI Urban and Community Forest Sustainability Standard - SFI Small Land Group Certification Module - SFI Small Scale Forest Management Module for Indigenous Peoples and Families - Added ISA Secure scheme - Added trade agreements (CETA and TCA)	2024-05-03

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