



**CYPRUS ACCREDITATION BODY
CYSAB**

**Accreditation
of Inspection Bodies**

**CYPRUS ORGANIZATION
FOR THE PROMOTION OF QUALITY (CYS)**

What is achieved with Accreditation

Through accreditation, the authorized governmental body, namely the Cyprus Accreditation Body (CYSAB), assesses the technical competence of the personnel and the infrastructure of the inspection bodies. Official recognition is then given to these bodies that they perform the specific inspections according to the provisions of the relevant legislation. For an inspection body to be accredited it shall be shown (after an assessment) that all clauses/requirements of the Standard CYS EN ISO/IEC 17020:2004 are fulfilled. It is noted that the provisions of the Standard should be interpreted according to the needs of each particular sector.

Requirements of the Standard

The basic requirements of the Standard are summarised below:

- The Inspection Body or the Organization of which it forms a part, shall be legally responsible.
- An Inspection Body, which is part of an Organization that deals with other activities, shall be administratively identifiable.
- The field of activities of the inspection body has to be described.
- Adequate insurance coverage for its activities is required, except in the case where, according to the national legislation, this is undertaken by the State.
- Documentation of the circumstances under which the services are provided.
- Independently audited accounts have to be maintained.
- The independence, impartiality and integrity have to be secured. These requirements differentiate according to the type (A, B, C, see below).
- The confidentiality in the handling of information provided to the inspection body has to be secured.
- Suitable organization and management of the inspection body to ensure its capability to conduct satisfactorily its technical activities.
- Appointment of a Technical Manager, a member of the permanent staff, who is responsible for the inspection activities to be carried out according to the Standard.

- Introduction of a Quality System.
- Employment of an appropriate number of personnel with adequate qualifications.
- Provision of appropriate facilities and equipment.
- Existence of documented procedures and inspection methods.
- Unique identification of the samples to be inspected.
- Maintenance of quality documentation and technical records according to the provisions of the relevant legislation.
- Preparation of inspection reports and inspection certificates for the samples that are inspected according to the provisions of the relevant legislation.
- Inclusion in the inspection reports and inspection certificates of requested specific documentation and information that authorized personnel must sign.
- Notification and acceptance by the client in the case of subcontracting the inspection work.
- Existence of documented procedures for handling of complaints and appeals.
- Cooperation and exchange of experience with other Bodies having the same field of activity.

In case the inspection body forms a part of an organization that deals with other activities, its entity and responsibilities shall be clearly defined. It shall be noted that in either case there shall not be involvement or correlation with activities that place its impartiality and independence under question.

Types of Inspection Bodies

Inspection bodies are classified into types A, B and C.

- The Inspection Body, type A, is fully independent from the stakeholders and is clearly a third party. It shall not be engaged in any conflicting activity i.e. design, manufacture, supply, installation, use or maintenance of the items inspected.

- The Inspection Body, type B, is a separate and identifiable part of an organization involved in some parts of the design and production procedure of the product/service. A clear separation of the inspection personnel from those who are employed in the other functions is required. The Body offers inspection services only to the parent organization.
- The Inspection Body, type C, is involved in some parts of the design and production procedure of the product/service. It shall provide safeguards to ensure adequate segregation of responsibilities and accountabilities. The Body offers inspection services in the open market.

Application for Accreditation

Based on the abovementioned information, bodies interested in becoming accredited should apply to CYSAB, submitting the specified application form and the required documentation that concerns the management System. The assessment procedure by CYSAB charges accreditation fees that are specified in the relevant regulation (R. 96/2007). The accreditation certificate granted after the successful completion of the whole procedure is valid for four (4) years, provided that the inspection body is continually complying with the Standard and the Regulations of CYSAB. This is assessed through the annual surveillance visits.

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