



**SRI LANKA ACCREDITATION BOARD**  
for CONFORMITY ASSESSMENT

**SPECIFIC CRITERIA**  
**FOR**  
**PRODUCT CERTIFICATION**

## ABBREVIATIONS

AB	-	Accreditation Body
APLAC	-	Asia Pacific Accreditation Co-operation
CB	-	Certification Body
IAF	-	International Accreditation Forum
ILAC	-	International Laboratory Accreditation Co-operation
IEC	-	International Electro Technical Commission
ISO	-	International Organization for Standardization
MLA	-	Multi Lateral Agreement
MRA	-	Mutual Recognition Arrangement
PAC	-	Pacific Accreditation Co-operation
SLAB	-	Sri Lanka Accreditation Board for Conformity Assessment
SLS	-	Sri Lanka Standards

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## 1. INTRODUCTION

The Accreditation Scheme for the operation of various types of bodies performing Certification of Product (TP) of the Sri Lanka Accreditation Board (SLAB) is based on the requirements laid down in ISO/IEC 17065: 2012 – Conformity assessment requirements for Bodies certifying Products, Processes and services.

The requirements stipulated in ISO/IEC 17065: 2012 shall apply to bodies operating Product Certification Systems in different fields. However, in certain instances additional guidance is considered necessary to take into account the type of techniques involved and the expertise required for the certification of different fields. Based on the additional criteria published by the International / Regional Accreditation Organizations.

This specific criteria document has been prepared by the Technical Advisory Committee on product Certification and has been authorized for adoption by the Council of the Sri Lanka Accreditation Board (SLAB). Product certification bodies seeking accreditation are required to comply with all the requirements listed in the international standard ISO/IEC 17065: 2012. This document supplements International Standard ISO/IEC 17065: 2012 and provides guidance for the accreditation of product certification bodies for both assessors and for bodies preparing for accreditation.

This Specific Criteria document must be used in conjunction with ISO/IEC 17065: 2012, Corresponding reference to the Clauses ISO/IEC 17065: 2012 is indicated in parenthesis in the text of the document. This document should be read in conjunction with the Rules and Procedures of SLAB as applicable to certification bodies. Further, all Product Certification Bodies shall comply with any national, regional and local laws and regulations as applicable.

The field of Product Certification involves a wide variety of techniques requiring different levels of knowledge and expertise in the performance of certification and interpretation of results.

This document will be periodically reviewed and updated based on experience gained and developments in technology.

## 2. REFERENCES

ISO/IEC Guide 65 - General Requirements for Bodies operating Product Certification Systems

ISO/IEC 17025 - General requirements for the competence of testing and calibration laboratories

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### 3. TERMS & DEFINITIONS

For the purposes of this International Standard, the terms and definitions given in *ISO/IEC 17000:2004*, and the following shall apply:

#### 3.1 appeal

A request by the client to the certification body for reconsideration of a decision it has made relating to that client.

#### 3.2 certification

Third-party attestation related to products, processes, systems or persons.

#### 3.3 complaint

Expression of dissatisfaction, other than appeal, by any person or organization to a certification body, relating to the activities of that body, where a response is expected.

#### 3.4 consultancy

Participation in designing, manufacturing, installing or maintaining of a product to be certified; designing, implementing, providing or maintaining of a service to be certified; designing, implementing, operating or maintaining of a process to be certified.

#### 3.5 evaluation

Systematic examination of the extent to which a product, process or service fulfils specified requirements (term used in ISO/IEC 17065:2012).

#### 3.6 outsourcing

Subcontracting a process or part of a process which has been accredited by SLAB to a third-party (see *Subcontractor*).

#### 3.7 product

Result of process

Many products comprise elements belonging to different generic product categories. Whether the product is then called service, software, hardware or processed material depends on the dominant element.

#### 3.8 process

Set of interrelated or interacting activities which transforms inputs into outputs

#### 3.9 service

Result of at least one activity necessarily performed at the interface between the supplier and the customer, which is generally intangible

#### 3.10 client

Organization or person responsible to a certification body for ensuring that certification requirements, including product requirements are fulfilled the requirements on which the certification is based on ISO/IEC 17065:2012

*Note: Whenever the term “client” is used in this international standard, it applies to both the “applicant” and the “client”, unless otherwise specified*

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### **3.11 verbal forms for the expression of provisions**

[Adapted from *ISO/IEC Directives Part 2: Rules for the structure and drafting of International Standards*]

“*shall*”: indicates requirements strictly to be followed in order to conform to the standard.

“*should*”: indicates that among several possibilities one is recommended as particularly suitable, without mentioning or excluding others, or that a certain course of action is preferred but not necessarily required. A certification body can meet these requirements in an equivalent way provided this can be demonstrated and justified.

“*may*”: indicates a course of action permissible within the limits of the document.

“*can*” is used for statements of possibility and capability, whether material, physical or causal.

### **3.12 certification requirement**

Specific requirement, including product requirements that is fulfilled by the client as a condition of establishing or maintaining certification

### **3.13 product requirement**

Requirement that releases directly to a product, specified in standards or in other normative documents identified by the certification scheme

*Note: Product requirements can be specified in normative document such as regulations, standards and technical specifications*

### **3.14 certification scheme**

Certification system related to specific products, to which the same specified requirements, specified rules and procedures apply

### **3.15 certification scheme owner**

Person or organization responsible for developing and maintaining a specific certification scheme.

### **3.16 scope of certification**

Identification of the product(s), process (es) or service(s) for which the certification is granted  
The application certification scheme, and the standard(s) and other normative document(S), including their date of publication, to which it is judged that the product(s), process ( es ) or service(s) comply

### **3.17 impartiality**

Presence of objectivity is understood to mean that conflict of interest do not exist, or are resolved so as not to adversely influence the activities of the body

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# REQUIREMENTS

## 4. Conformity with ISO/IEC 17065:2012

The certification body shall comply with the generic requirements of ISO/IEC 17065:2012, and with the additional requirements specified in this standard according to their scope of application for SLAB accreditation. Certification bodies shall implement all specific requirements for product certification to certify single, multiple or group production units.

The certification body shall document and implement its policies and procedures in conformity with the applicable requirements of the ISO/IEC 17065:2012, ISO/IEC Guide 7 and National and International Standards available and Sri Lanka regulatory requirements consistent with their scope of application.

## 5. General requirements

### 5.1 Certification body: Legal and contractual matters ISO/IEC 17065:2012, Clause 4.1)

Notwithstanding the requirements of ISO/IEC 17065:2012 Clause 4 the certification body shall not be obliged to enter into or maintain any commercial or other relationship with any entity or issue or maintain a certificate previously issued to any entity whose activities conflict with the obligations of the certification body as specified in its accreditation contract with SLAB, or which, in the sole opinion of the certification body, reflect badly on the good name of the certification body. The certification body shall exercise the control as specified by the certification scheme over ownership, use and display of licenses, certificates, marks of conformity, and any other mechanisms for indicating a product is certified. The certification body shall include a specific and legally binding clause to this effect in its contracts with its clients in relation to any services related to SLAB or SLAB standards.

### 5.2. Certification body: Management of impartiality (ISO/IEC 17065:2012, Clause 4.2)

#### 5.2.1 SLAB specification to ISO/IEC 17065:2012, Clause 4.2.2-4.2.7)

The certification body shall comply with SLAB requirements for the avoidance of specific and institutional conflicts of interest (see Annex 1).

The certification body shall record any real, perceived and potential conflicts of interest and the actions taken to neutralize or avoid them.

#### 5.2.2 SLAB specification to ISO/IEC 17065:2012, Clause 4.2.8)

The certification body shall define the entity (person(s), group or committee) that is responsible for making certification decisions (hereafter referred to as the certification decision making entity).

NOTE: Certification decisions include decisions to grant, maintain, renew, suspend, reinstate or withdraw certification as well as decisions on expanding or reducing the scope of certification.

Members of the certification decision-making entity shall be subject to the same requirements relating to independence as other personnel with inputs into the certification decision-making process.

The certification decision making entity shall:

- have clear rules for membership, including requirements for qualification, experience and impartiality;
- consist of individuals with no financial or other commercial interest in the outcome of the certification decision;

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### **5.3 Certification body: Liability and Financing (ISO/IEC 17065:2012, Clause 4.3)**

The certification body shall be able to demonstrate that it has evaluated the risks arising from its certification activities and that it shall have adequate arrangements (e.g. insurance or reserves) to cover liabilities arising from its operations in each of its fields of activities and the geographic areas in which it operates.

### **5.4 Certification body: Non-discriminatory conditions, (ISO/IEC 17065:2012, Clause 4.4)**

The policies and procedures under which the certification body operates, and the administration of them, shall be non-discriminatory. Certification Body policy & procedures shall not be used to impede or inhibit access by applicants other than as provide in ISO/IEC 17065:2012 standard. Certification Body makes services accessible to all applicants and access not conditional upon size of the client, membership or prior work submitted. Business decision exceptions allowed, the certification body shall confine its requirements, evaluation, review, decision and surveillance (if ANY) to those matter specifically related to the scope of certification.

### **5.5 Certification body: Confidentiality (ISO/IEC 17065:2012, Clause 4.5)**

The policies and procedures for maintenance of confidentiality shall include:

- A policy statement on confidentiality;
- Procedures for ensuring that personnel are aware of the policy and of their consequent obligations;
- A written confidentiality agreement to be signed by all personnel who have access to confidential information. Such personnel include:
  - a) Administrative staff;
  - b) Lead auditors, auditors, technical experts and audit observers;
  - c) Consultants and subcontractors;
  - d) Certification decision makers;
  - e) Peer reviewers;
  - f) Committee members.

The certification body shall have procedures in place that ensure that applicants for certification are fully informed of, and have contractually agreed in writing to:

- a) SLAB's right of access to confidential information; *and*
- b) SLAB's requirements for specified information to be made public as a requirement of certification and as specified in the applicable SLAB rules and regulations.

### **5.6 .Certification body: Publicly available information (ISO/IEC 17065:2012, Clause 4.6)**

Certification body shall maintain (through publication, electronic media or other means) and make available upon request:-

- a) Information about certification procedures, rules and procedures for granting for maintaining, for extending or reducing the scope of, for suspending, for withdrawing or for refusing certification.
- b) A description of how it finances its operations
- c) A description of the rights and duties of applicants and clients
- d) Information on complaints and appeals procedures.

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## 6. Structural requirements

### 6.1. Certification body: Structural requirements (ISO/IEC 17065:2012, Clause 5.1)

Certification activities shall be structured and managed so as to safeguard impartiality.

### 6.2 SLAB specification to (ISO/IEC 17065:2012, Clause 5.2)

Certification body shall have a mechanism to safeguard impartiality. The mechanism shall provide input on:

- a) Policies and procedures relating to impartiality;
- b) Tendencies to allow commercial or other interests to prevent impartiality;
- c) Matters affecting impartiality and confidence in certification;

The mechanism shall be formally documented, a balanced representation of interests and access to information to fulfil its functions

## 7. Resource requirement

### 7.1 Certification body: Personnel (ISO/IEC 17065:2012 Clause 6)

The certification body shall ensure that all auditors carrying out evaluations within the scope of their SLAB accreditation comply with the requirements specified in Annex 2.

The entity, which may be an individual, who makes the certification decision, shall incorporate a level of knowledge and experience sufficient to evaluate the verification processes, working papers and associated evidence and recommendations made by the audit team. It is expected that this level of qualification is equivalent to that of a Auditor in the respective field according to the requirements as specified in Annex 2.

#### 7.1.1 SLAB specification to Clause ISO/IEC 17065:2012: Clause 6.1.2)

The certification body shall implement a monitoring program to evaluate the performance of their auditors. This evaluation should include:

- a) Conformance with SLAB policies and standards;
- b) Conformance with CB operational procedures and guidelines;
- c) Conformance with ISO 19011;
- d) Conformance with conflict of interest and confidentiality standards;
- e) Appropriate conduct and behavior;
- f) Evaluations conducted are within the scope of the auditor's qualifications/registration.

The certification body shall evaluate the performance of each auditor in a witness audit at least once every three (3) years.

### 7.2. Certification body: Resources for evaluation

#### 7.2.1 SLAB specification to Clause ISO/IEC 17065:2012: Clause 6.2.1)

When a certification body performs evaluation activities, either with its internal resources or with other resources under its direct control, it shall meet the applicable requirements of the relevant international standards and, as specified by the certification scheme of the other documents as Testing ISO/IEC 17025, Inspection-ISO/IEC17020, management system –ISO/IEC17021

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## 7.2.2 SLAB specification to Clause ISO/IEC 17065:2012: Clause 6.2.2)

The certification body may outsource work related to certification to an external body or person.

In such a case the certification body shall ensure that the subcontractor complies with the applicable provisions of this and other SLAB standards and requirements relevant to evaluations or other technical activities, including all provisions concerning qualifications, experience, performance review, objectivity, impartiality and confidentiality. The certification body can refer test reports issued by a laboratory or and inspection reports issued by an inspection body accredited by SLAB or its MRA partner.

In the certification report the accredited certification body shall specify the name of subcontracted laboratory or inspection body or certification body and identify the tests. Inspections performed and evaluation performed in relation to certification and results obtained by such subcontracted laboratories or inspection bodies or certification bodies.

The certification body shall have documented procedures for managing the relationship with subcontractors according to the requirements in the ISO/IEC 17065:2012, unless the option of subcontracting is explicitly excluded by the certification body.

All arrangements with subcontractors must be disclosed the SLAB Accreditation Program. Certification body shall monitor the performance of subcontractors initially and continuously. Participation in inter laboratory / proficiency testing programmes and performance levels of subcontracting laboratories/ inspections bodies shall also be monitored by the certification bodies.

## 8. Process requirements

### 8.1 Certification body: Process requirements (ISO/IEC 17065:2012 Clause 7.1)

The certification body shall operate one or more certification scheme(s) covering its certification activities and the requirements against which the products of a clients are evaluated shall be those contained in specific standards and other normative documents

The quality manual and associated procedures shall include operational procedures for:

- a) Handling of applications;
- b) Preparing and conducting pre-evaluations (as applicable);
- c) Preparing and conducting main and re-evaluations;
- d) Reviewing and finalizing of certification reports (incl. public summaries);
- e) Identification, management and tracking of nonconformities;
- f) All types of certification decision making;
- g) Issuing of certificates;
- h) following-up on actions taken to correct nonconformities by clients;
- i) Preparing and conducting surveillances;
- j) Reviewing and finalizing of surveillance reports;
- k) The review and approval of requests to use the SLAB Trademarks;
- l) Managing conflicts of interest;
- m) Managing complaints and appeals.

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### **8.1.2 SLAB specification to Clause ISO/IEC 17065:2012: Clause 7.2 & 7.3)**

The certification body shall provide up to date description of the procedures on product certification to operators or interested parties. The certification body shall inform all interested parties who is seeking Product Certification about the following

- Application form and other required forms
- Contractual conditions or certification agreement
- Applicable fee structure
- The rights and duties of producers
- Complaint and appeal procedure
- Applicable standard

The evaluation and inspection procedures applied by the certification body in the course of certification

Information on the third country certification on ea production

Documentation to be maintained by the operators in order to verify compliance with applicable requirements.

### **8.1.3 SLAB specification to Clause (ISO/IEC 17065:2012 Clause 7.4)**

The certification body shall provide all auditors with an up-to-date all the guidance necessary for the auditors to complete successful evaluations (pre-, main-, surveillance-, and re-evaluations) in accordance with the documented procedures specified by the certification body. Guidance shall include procedures for the evaluation of the services under the scope of accreditation. The contents of the evaluation handbook shall include instructions for auditors regarding at least:

The implementation in the field of any checklists, guidance documents or options for interpretation of standards;

The implementation of any additional standards or procedures, for example those relating to group certification, multiple site certification, etc;

Detecting, analyzing, grading, and addressing non-conformities;

Requirements for opening meetings, closing meetings, and communication of audit findings in accordance to ISO 19011;

e) Requirements for report writing in accordance to relevant SLAB standards and certification body's procedures.

On-site evaluation teams shall always include a designated team leader and a qualified auditor.

### **8.1.6 SLAB specification to Clause (ISO/IEC 17065:2012 Clause 7.5**

The certification body shall assign person/personnel to review all information and results related to the evaluation and review shall be carried out independent person(s).Recommendations for a certification decision based on the review shall be documented

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### 8.1.7 SLAB specification to Clause (ISO/IEC 17065:2012 Clause 7.6)

The certification body shall ensure a legally enforceable certification agreement is signed by the relevant parties prior to issuing a certificate.

A certificate shall only be issued after a positive formal certification decision has been taken by the designated certification decision making entity.

The certification body shall not issue or re-issue a certificate if there are outstanding major non-conformities with applicable certification requirements.

The certification body shall have the right to delay or postpone its decision on certification in order to take proper account of new or additional information which has become available to the certification body and which has not already been considered in its evaluation report and which, in the opinion of the certification body, could affect the outcome of its evaluation.

The certification body shall have documented procedures for issuing certification documents, amendments to certification and shall address the following

The name and address of the operator whose products are subject to certification

The scope of certification granted including products certified type or range of products

The production standard which is the basis for certification

The terms and conditions of maintain certification status

The terms and conditions of maintain certification status

The terms and conditions for the use of accredited Product logo

Certificates and codes for group and multi-site scheme participants

18.6 One single group or multi-site certificate shall be issued to the certificate holder (group entity or central office) with a list of all sited either on the certificate itself or in an appendix or as otherwise referred to in the certificate.

### SLAB specification to Clause (ISO/IEC 17065:2012 Clause 7.7)

The certification body shall establish procedures to control the documents (internal and external) related to fulfillment of this international standard. Make the information specified in ISO/IEC 17065:2012 Clause 8.3 publicly available on its website. The certification body shall maintain information on certification product as per (ISO/IEC 17065:2012 Clause 7.8)

### 8.1.8 SLAB specification (ISO/IEC 17065:2012 Clause 7.9)

The certification body shall have documented procedure for surveillance. Surveillance evaluations of certificate holders shall take place at least annually, and may be more frequent depending on factors such as:

The scale of the operation (e.g. the quantity of production)

The experience and track record of the operators involved (managers and personnel, contractors);

The number and nature of any non-conformances identified by the certification body;

The number and nature of any complaints submitted by stakeholders.

### 8.1.9 SLAB specification to Clause (ISO/IEC 17065:2012 Clause 7.10)

Certification body scheme introduces new or revised requirements that affect the client, the certification body shall ensure these changes are communicated to all clients

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### **8.1.10 SLAB specification to Clause (ISO/IEC17065:2012 7.11)**

When a nonconformity with certification requirements is substantiated, either as a result of surveillance or otherwise, the certification body shall consider upon the appropriate action. If certification is terminated (by request of the client), suspended or withdrawn/if a scope of certification is reduced the certification body shall take actions specified by the certification scheme and shall make all necessary modifications to format certification documents, public information, authorizations for use of marks. Certification body shall procedures and policies as per the (ISO/IEC17065:2012 7.11)

### **8.1.11 .Certification body: Records (ISO/IEC 17065:2012 Clause 7.12 )**

Accurate, complete, up-to-date and legible records of the following shall be kept and be readily available for evaluation by SLAB:

- a) certification body personnel (staff, auditors, peer-reviewers and committee members) records including CVs, qualifications, confidentiality agreements, training records and declarations of potential conflicts of interest;
- b) Lead auditor performance appraisals;
- c) List of subcontractors and contracts with subcontractors;
- d) Operation of certification body committees;
- e) Certification applications;
- f) Evaluation and certification contracts;
- g) All types of certification evaluation reports and summaries;
- h) Stakeholder and peer review comments and certification body responses;
- i) Minutes or notes of certification decisions;
- j) Register of clients and their certified products;
- k) Certification complaints or appeals, including minutes or notes of committee meetings responsible for reviewing such complaints or appeals;
- l) The implementation of internal audits and management reviews;
- m) Approvals for use of SLAB trademarks.

These records shall be stored safely and readily accessible for a period of at least five (5) years.

### **8.1.12 Appeals, complaints and disputes (ISO/IEC 17065:2012 Clause 7.13)**

The certification body shall publish summary information about the procedures for submitting complaints and appeals and about the certification body's procedures for handling such complaints and appeals on the certification body's website and make such information available in print on request. This information shall be publicly available in the same languages as the public certification summaries published by the certification body.

The procedures shall allow the aggrieved party the opportunity to present the complaint or appeal to an entity (person(s), group or committee) which must be within the certification body's contractual (e.g. employee) or organizational control (e.g. committee); has the duty of seeking a timely resolution of complaints or appeals made against the certification body; was not involved in the certification activities (i.e. evaluation, decision making) related to the complaint or appeal.

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## 9. Management System Requirements (ISO/IEC 17065:2012 Clause 8)

The certification body shall establish and maintain a management system that is capable of achieving the consistent fulfilment of the requirement of ISO/IEC 17065:2012 in accordance with either option A or Option B

### 9.1 Certification body: Internal Audits (ISO/IEC 17065:2012 Clause 8.5)

The certification body shall establish procedure to review its management system at planned intervals in order to ensure continuing suitability, adequacy and effectiveness, stated policies and objectives related to the international standard .Complete review shall be completed within 12 months

### 9.2 Certification body: Internal Audits (ISO/IEC 17065:2012 Clause 8.6)

The certification body shall ensure that internal audits are conducted at least annually by personnel knowledgeable in certification, auditing and the requirements of ISO/IEC 17065:2012 and this SLAB Standard and related applicable requirements;

An internal audit program shall be planned, taking into consideration the importance of the processes and areas to be audited, as well as the results of previous audits.

Planning and implementation of the internal audit program shall include the offices of all subcontractors, which shall be subject to at least annual audits by the certification body. The internal audit procedure shall specify criteria and conditions (e.g. risk assessment results, internal CARs, number of certificates, complaints) where on-site inspections of subcontractors are required. Each subcontractor shall be subject to at least one on-site audit every three years.

Internal audits shall include explicit consideration of all new or revised SLAB policies, standards, guidelines as published on the SLAB website to ensure that the certification body's policies and procedures are in continuous conformity with all applicable SLAB requirements.

## 10.SLAB specification to ISO/IEC 17065:2012

The certification body shall assign auditors in conformity with the requirements specified in Annex 2. Evaluation teams shall comply with the requirements specified in Annex 3. Annex 2 and Annex 3 requirements also apply in the case of outsourced evaluation tasks.

The certification body should ensure that no client is evaluated by the same auditor on more than 3 consecutive evaluations.

## 11. Use of licenses, certificates and marks of conformity

The certification body shall document term and conditions for the use of Accredited Product Logo in order to ensure controls ownership, use and display of licenses, certificates and mark of conformity and to prevent misuse of the logo

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## Annex 1

The application of ISO/IEC 17065:2012 by SLAB accredited certification bodies: avoidance of conflict of interest

### 1 Independence

The certification body shall maintain and implement written policy and procedures for avoidance of conflicts of interest. These procedures shall include:

The support of a committee charged with the duty of reviewing the certification body's performance in maintaining full independence, which:

- a. meets at least annually;
- b. is independent of the financial control of the organization;
- c. is independent of certification decision making;
- d. formally records its discussions and recommendations;
- e. formally records the certification body's response(s) to its discussions and recommendations.

NOTE: The committee's functions need not be limited to those described in this Annex. Normally the oversight of independence will be only one of the committee's functions.

The contractual obligation for all personnel contributing to certification decisions, to disclose in writing to the certification body all possible and actual conflicts of interest, at the time that the conflict or possibility of conflict becomes evident;

Documented procedures for determining timely and appropriate responses to such declarations of conflict of interest as they arise, to ensure that the declared interests neither influence, nor are perceived to influence, the decisions of the certification body.

Maintenance of records of:

- a. all declarations of potential conflicts of interest;
- b. every action which has been taken to resolve the possibility and actual occurrence of conflicts of interest.

When the separate legal entity in offers or produces the certified product (including products to be certified) or offers or provides consultancy ,the certification body's management personnel and personnel in the review and certification decision-making process shall not be involved in the activities of the separate legal entity. The personnel of the separate legal entity shall not be involved in the management of the certification body, the review ,or the certification decision.

The certification body shall identify, analyze and document the possibilities for conflict of interests arising from provision of certification including any conflicts arising from its relationships. Having relationships does not necessarily present a certification body with a conflict of interest. However, if any relationship creates a threat to impartiality, the certification body shall document and be able to demonstrate how it eliminates or minimizes such threats.

NOTE: A relationship that threatens the impartiality of the certification body can be based on ownership, governance, management, personnel, shared resources, finances, contracts, marketing and payment of a sales commission or other inducement for the referral of new clients, etc.

NOTE: A conflict of interest can be considered lapsed after a minimum period of two years following the end of the conflicting activity or relationship.

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## Annex 2

The application of ISO/IEC 17065:2012 by SLAB accredited certification bodies: Qualification of certification body auditors

### 1 General

The certification body shall define the minimum qualifications for

- Auditors for Production

#### Academic Qualifications

All personal shall satisfy the following minimum qualifications or higher.

B.Sc (General) Degree in Science and a relevant Post Graduate Degree or equivalent professional qualifications

OR

B.Sc (General) Degree with a class in Science AND

Postgraduate qualifications in production management or food science or specific training related to production.

#### Auditor training

All auditors shall be in possession of a formal ISO 17065:2012, ISO 9001, ISO 14001,ISO 22000 lead auditor certificates achieved through a recognized accredited training course.

#### Work Experience

Must have four years full time work experience in any discipline and out of that a minimum of 2 years should have been in production related activities. The number of years of work experience will be reduced by one year, if any appropriate post secondary education has been completed.

#### Certifier

Should satisfy the requirements given for auditors. & Applicant should have participated as the team leader for a total of 10 man days under the direction and guidance of an auditor competent as an audit team leader within a period of two years prior to function as the team leader independently.

**Personnel involved in the application process:** All personal shall satisfy the following minimum qualifications or higher.

B.Sc (General) Degree in Science and a relevant Post Graduate Degree or equivalent professional qualifications OR B.Sc (General) Degree with a class in Science

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### Annex 3

The application of ISO/IEC 17065:2012 by SLAB accredited certification bodies: Evaluation teams

#### Minimum qualification of Committee members

These personnel shall have a university degree or equivalent qualification and the following:

- Over ten year's industrial experience of which at-least five years must be at senior management level.
- Fair knowledge of ISO/IEC 17065:2012 Standard and Certification procedure.

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## Annex 4

### COMPOSITION OF THE TECHNICAL ADVISORY COMMITTEE

1.	Mr. B.S.P.Mendis Food Technology Consultant	Chairman
2.	Dr.(Mrs).P.Talgaswatta Deputy Director General Sri Lanka Standards Institute	Member
3.	Mr. E.G.Somapala Former Government Analysts	Member
4.	Dr. R L De Wijayamuni Chief Medical officer Colombo Medical Council	Member
5.	Dr. Ananda Jayalal Director Environmental and Occupational Health Unit, Ministry of Health	Member
6.	Ms. Sajeevika Perera Principal Research Scientist Industrial Technology Institute	Member
7.	Mr. A. Amaradasa Certification Manager Ind-expo Certification (Pvt) Ltd	Member
8.	Mr. Vithanage Sahan Thejaka Hygiene Manager Hilton ,Colombo	Member

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