 **APPROVED BY:**

**Director of "National Accreditation Body” SNCO**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_A. Obosyan**(name, surname)

30.10.2022

Order N\_\_ \_\_\_

**MANAGEMENT SYSTEM**

**Documented procedure**

**REQUIREMENTS FOR THE CONTENT, ISSUANCE, AS WELL AS RE-ISSUANCE OF THE ACCREDITATION CERTIFICATE**

**PR-7.8**

**DEVELOPED BY:**

**Management system manager**

**\_\_Nazik Abgaryan\_\_\_\_\_\_\_\_\_\_**(name, surname, signature)

Valid from: 01.02.2023

Yerevan 2023

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# Scope of application

1.1 The present procedure stipulates the requirements for the content, issuance, as well as reissuance of the accreditation certificate.

1.2 The present procedure was developed in line with the requirements of point 7.8 of the GOST ISO/IEC 17011-2018 standard.

# 2. Normative references

The following documents are referred to in this document:

“Procedure for Accreditation of Conformity Assessment Bodies” - RA Government decision N 1201-N of 6 September 2012

‘‘The conditions of operation of the Accreditation Council of the National Accreditation Body’’ - RA Minister of Economy order N 646-A of 19 May 2015

PR-7 - Accreditation procedure

GOST ISO/IEC 17000-2012 - Conformity assessment. Vocabulary and general principles

GOST ISO/IEC 17011-2018, Conformity assessment. General requirements for bodies accrediting conformity assessment bodies

# 3. Terms and definitions

The present procedure contains terms and definitions stipulated by the GOST ISO/IEC 17000, GOST ISO/IEC 17011 standards and PR-7 procedure.

# 4. General provisions

# 4.1 Requirements for the issuance of the accreditation certificate and annexes enclosed to it

4.1.1 The format of the accreditation certificate shall be stipulated by the National Accreditation Body SNCO (hereinafter: ARMNAB) and approved by the Accreditation Council.

4.1.2 The format of the accreditation certificate shall be subject to inventory count and shall be issued on an A4 paper of a density of no less than 150 g/m2.

4.1.3 The accreditation certificate shall be completed in GHEA Grapalat font type, 11-12 font size.

4.1.4 The accreditation certificate shall include the following information:

- The ARMNAB name (identification) and the accreditation body’s logo

- accreditation registration number,

- the name of the accredited conformity assessment body and the name of the legal entity, if different

- the accredited conformity assessment body’s locations of operation and the location of the legal person

- the unique accreditation identification of the accredited conformity assessment body,

- a statement of conformity and a reference to the international standard(s) and/or other normative document(s), including publication or revision used for the assessment of the conformity assessment body.

- the accreditation period (start, end),

- the year of the first accreditation,

- the year of reissuance of the accreditation certificate,

- the ARMNAB director’s signature

Besides the accreditation scheme, the following shall also be mentioned on the accreditation certificate:

- GOST ISO/IEK 17020 – the type of the technical inspection body (A, B, C),

- AST ISO/IEK 17021-1 – standard of level 4 (AST ISO/IEK 22003, AST ISO/IEK 27006):

4.1.5 The accreditation certificate are issued in the Armenian language (see Annex A), and it can also be issued in Russian and English, if necessary. The accreditation scopes attached to the accreditation certificate, the annexes, which also include EEU technical regulations, are divided into 3 types - Annex N 1, Annex N 2, and Annex N 3. The scope of accreditation in annex 1 of the accreditation certificate shall be completed in line with the requirements of the national technical regulations, non-regulated scopes, in the Armenian language, annex 2 - in line with the technical regulations of the Customs Union/Eurasian Economic Union, in the Armenian language, and annex 3 - in line with the technical regulations of the Customs Union/Eurasian Economic Union, in Russian (see Annex B).

The form enclosed to the accreditation certificate of a calibration laboratory is given in Annex D, management system certification body - in Annex E, persons certification body - in Annex F, technical inspection body - in Annex G, verification laboratory – in Annex H.

4.1.6 In case of accreditation scope reduction, there shall be mentioned Annex N 1 (K1). In case of the next scope reductions, the Annex number shall rise - K2 and so on.

4.1.7 In case of accreditation scope extension, it shall be mentioned Annex   
N (Y1). In case of the next scope extensions, the Annex number shall rise - Y2 and so on.

4.1.8 In case of accreditation scope updating, it shall be mentioned Annex N 1 (A1). In case of the next updates, the Annex number shall increase – A2 and so on.

# 4.2 Requirements for the reissuance of accreditation certificate

4.2.1 The following shall be grounds for the reissuance of the accreditation certificate:

1) changes in CAB accreditation conditions – re-organization or change of the location of implementing activities, or change of residence address of the physical entity or the change of the address of location of the legal entity;

2) change of name;

3) application for extension or reduction of accreditation;

4) change in the criteria of accreditation.

4.2.2 Within 10 calendar days, the CAB shall apply to the ARMNAB for reissuance of accreditation certificate (Annex I), in cases provided by subpoints 1 and 2 of point 4.2.1 of the present procedure, by submitting the following documents:

- the first and the last pages of the scope of accreditation, amended quality manual and other documents, copies of notary-approved documents certifying the legal status of the CAB (in case of reorganization or change of the location of implementing activities, or change of the residence address of the physical entity or the change of the address of location of the legal entity);

In case subpoint 3 is applicable:

- in case of extension or reduction of accreditation – the extended or reduced scope of accreditation and the documents referring to it, in hardcopy or electronically.

4.2.3 The ARMNAB shall perform the review of documents for reissuance of the accreditation certificate within 7 working days after their submission to the ARMNAB. The mentioned timeframe shall not refer to the examination of the CAB documents, on-site assessment and the period for elimination of nonconformities (if identified) (the mentioned timeframes are stipulated by the Annex of Decision 1201-N).

4.2.4 In case of a change of the testing (calibration) laboratory’s location of operation, during the reissuance of the accreditation certificate in line with subpoint 1 of point 4.2.1 of the present procedure, the ARMNAB shall perform assessment of the CAB as per the location of operation through an assessment team formed in accordance with points 22 and 23 of the RA Government decision N 1201-N of 6 September 2012, as stipulated by RA Government decision N 1201-N of 6 September 2012, and procedure PR-7.

4.2.5 In case of a change in the criteria of accreditation of the CAB and in case of accreditation extension, the process shall be performed in line with the annex of RA Government decision N 1201-N of 6 September 2012, and procedure PR-7. In case of a change in the criteria of accreditation, the process may be combined with the surveillance of the CAB. In that case, the CAB shall submit the application (annex J) at least 2 months before the mentioned surveillance.

4.2.6 In case of a positive decision, within 5 working days, the ARMNAB shall require the original of the accreditation certificate and shall reissue it. If necessary, it shall reaffirm the scope of accreditation and make relevant amendments in the registers of accredited CABs.

4.2.7 The negative decision on the reissuance of the accreditation certificate shall be made in case of failure to eliminate nonconformities identified as a result of the review of wrong information regarding the submitted documents and data, and [as a result] of onsite assessment within the timeframes stipulated by RA Government decision N 1201-N of 6 September 2012.

4.2.9 The validity period of the accreditation certificate shall not be interrupted during the reissuance of the accreditation certificate.

4.2.10 In case a valid accreditation certificate is lost or becomes unfit for use, the ARMNAB can provide a duplicate of the accreditation certificate within 5 working days after the submission of application to the ARMNAB. The dublicate shall contain the inscription “Duplicate” in the upper right corner of the certificate sealed by the director of the ARMNAB.

# Annex A

# Accreditation certificate form

**LOCATION OF ACCREDITATION SYMBOL**  “NATIONAL ACCREDITATION BODY” STATE NON-  
 COMMERCIAL ORGANIZATION

**CERTIFICATE OF ACCREDITATION**

**Accreditation registration number: № \_\_\_\_**

This is to certify that:

*(name of the legal or physical entity)*

*CAB place(s) of operation*

*Address of location of the CAB’s legal entity*

*Conforms to the requirements of*

(reference numbers and/or titles of standards and other normative documents)

and is accredited by the National Accreditation Body

as

(CAB’s name and type)

and is competent to carry out activities within the scope of accreditation, specified in the ... annex(es), which is an indispensable part of this accreditation certificate.

*Accreditation term*

*Start date:*

*End date:*

*Year of the first accreditation:*

*Year of reissuance:*

*Director of “National Accreditation Body” SNCO* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***մ***  *(signature) (first name, last name)*

Seal

*The accreditation certificate is invalid without annex(es). Partial reproduction of this certificate is prohibited.*

 **№** NATIONAL ACCREDITATION BODY

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|  |

***Annex B***

***Accreditation certificate annex form for testing laboratories***

**ANNEX N 1**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

*ACCREDITATION SCOPE OF THE TESTING LABORATORY ACCREDITED WITH NATIONAL TECHNICAL REGULATIONS, NON-REGULATED SCOPES*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| № | Product/object name | Code of Commodity Nomenclature of Foreign Economic Activity of the Eurasian Economic Union (EAEU CN of FEA) | Reference number and/or name of the normative legal act and/or standardization document of the product/object | Name of indexes, including sampling | Reference number of the document defining the testing, including sampling method, name[[1]](#footnote-1)), point[[2]](#footnote-2)) |
| 1 | 2 | 3 | 4 | 5 | 6 |

Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
 (signature) (first name, last name)

*The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*

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| certificate validity period seal page 1 /1 |

**ANNEX N 2**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

*ACCREDITATION SCOPE OF THE TESTING LABORATORY ACCREDITED WITH THE TECHNICAL REGULATIONS OF THE CUSTOMS UNION/EURASIAN ECONOMIC UNION*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| № | Product/object name | Code of Commodity Nomenclature of Foreign Economic Activity of the Eurasian Economic Union (EAEU CN of FEA) | Reference number and/or name of the normative legal act and/or standardization document of the product/object | Name of indexes, including sampling | Reference number of the document defining the testing, including sampling method, name1), point2) |
| 1 | 2 | 3 | 4 | 5 | 6 |

Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
 (signature) (first name, last name)

seal

*The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*

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| certificate validity period seal page 1 /1 | |
| **ПРИЛОЖЕНИЕ N 3**  **К АТТЕСТАТУ АККРЕДИТАЦИИ**  **№**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (дата выдачи аттестата)  ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** (Наименование субъекта аккредитации)  ­­­­­­­­­­­­­­­­­***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** (Адрес субъекта аккредитации)  ***ОБЛАСТЬ АККРЕДИТАЦИИ ИСПЫТАТЕЛЬНОЙ ЛАБОРАТОРИИ*** ***ПО ТЕХНИЧЕСКИМ РЕГЛАМЕНТАМ ТАМОЖЕННОГО СОЮЗА/ЕВРАЗИЙСКОГО ЭКОНОМИЧЕСКОГО СОЮЗА***   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | П/п | Наименование продукции/объекта | Код Единой товарной номенклатуры внешнеэкономической деятельности Евразийского экономического союза  (ТН ВЭД ЕАЭС) | Обозначение и/или наименование нормативного правового акта и/или документа по стандартизации на продукцию/объект | Наименование показателя, в том числе отбор проб | Обозначение, наименование1), пункт2) документа на метод испытания, в том числе отбор проб | | 1 | 2 | 3 | 4 | 5 | 6 |   ) Наименование указывается при отсутствии обозначения документа.  2) Пункт указывается, если документ содержит различные методы определения указанного показателя.  Директор ГНО «Национальный орган по аккредитации» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **մ** (подпись) (имя, фамилия)  М.П.  *Область аккредитации недействительна без аттестата аккредитации. Запрещено частичное воспроизведение настоящего приложения.*   |  | | --- | | Срок действия сертификата М.П. стр. 1 /1 |   Description: C:\Users\user\Downloads\ARMNAB logo new (1).jpg **№** NATIONAL ACCREDITATION BODY   |  | | --- | |  |   **ANNEX C**  **Accreditation Certificate Annex Form for Product Certification Bodies**  **ANNEX N \_\_\_- А**  **ACCREDITATION CERTIFICATE**  **№ \_\_\_\_\_\_\_\_**  (Certificate issue date)  ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** (CAB name)  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  (CAB location of operations)  *A****CCREDITATION SCOPE OF THE PRODUCT CERTIFICATION BODY ACCREDITED WITH NATIONAL TECHNICAL REGULATIONS, NON-REGULATED SCOPES***   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | № | Product (service) name | Code of Commodity Nomenclature of Foreign Economic Activity of the Eurasian Economic Union (EAEU CN of FEA) | Reference number and/or name of the normative legal act and/or standardization document stipulating product characteristics and norms | Procedure (scheme) of product certification/declaration | Reference number of the document defining the testing, including sampling method | | 1 | 2 | 3 | 4 | 5 | 6 |  |  | | --- | | certificate validity period seal page 1 /1 |   **ANNEX N \_\_\_B**  **ACCREDITATION CERTIFICATE**  **№ \_\_\_\_\_\_\_\_**  (Certificate issue date)  ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** (CAB name)  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  (CAB location of operations)  ***ACCREDITATION SCOPE OF PRODUCT CERTIFICATION BODY ACCREDITED WITH THE TECHNICAL REGULATIONS OF THE CUSTOMS UNION/ EURASIAN ECONOMIC UNION***  **№** National Accreditation Body   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | № | Product name | Code of Commodity Nomenclature of Foreign Economic Activity of the Eurasian Economic Union (EAEU CN of FEA) | Reference number and/or name of the normative legal act and/or standardization document stipulating product characteristics and norms | Manner and scheme of product conformity assessment | Reference number of the document defining the testing, including sampling method | | 1 | 2 | 3 | 4 | 5 | 6 |  |  |  | | --- | --- | | Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  (signature) (first name, last name)  seal    *The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*   |  | | --- | | certificate validity period seal page 1 /1 | |     **№** НАЦИОНАЛЬНЫЙ ОРГАН ПО АККРЕДИТАЦИИ Description: C:\Users\user\Downloads\ARMNAB logo new (1).jpg  **ПРИЛОЖЕНИЕ N \_\_\_C**  **К АТТЕСТАТУ АККРЕДИТАЦИИ**  **№**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (дата выдачи аттестата)  ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** (Наименование субъекта аккредитации)  ­­­­­­­­­­­­­­­­­***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** (Адрес субъекта аккредитации)  ***ОБЛАСТЬ АККРЕДИТАЦИИ ОРГАНА ПО СЕРТИФИКАЦИИ ПО ТЕХНИЧЕСКИМ РЕГЛАМЕНТАМ***  ***ТАМОЖЕННОГО СОЮЗА/ЕВРАЗИЙСКОГО ЭКОНОМИЧЕСКОГО СОЮЗА***     |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | П/п | Наименование продукции | Код Единой товарной номенклатуры внешнеэкономической деятельности Евразийского экономического союза  (ТН ВЭД ЕАЭС) | Обозначение и/или наименование нормативного правового акта и/или документа по стандартизации на продукцию | Форма и схема оценки соответствия продукции | Обозначение документа на метод испытания, в том числе отбор проб | | 1 | 2 | 3 | 4 | 5 | 6 |   Директор ГНО «Национальный орган по аккредитации» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **մ** (подпись) (имя, фамилия)  Description: C:\Users\user\Downloads\ARMNAB logo new (1).jpg М.П.  *Область аккредитации недействительна без аттестата аккредитации. Запрещено частичное воспроизведение настоящего приложения.*   |  | | --- | | Срок действия сертификата М.П. стр. 1 /1 |     **№** NATIONAL ACCREDITATION BODY | |

# Annex D

# Description: C:\Users\user\Downloads\ARMNAB logo new (1).jpgANNEX FORM OF CERTIFICATE OF ACCREDITATION OF CALIBRATION LABORATORIES

**ANNEX**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| № | Measurand, name[[3]](#footnote-3)) | Calibration object[[4]](#footnote-4)) | Measurement interval | Calibration and measurement capacity (CMC)[[5]](#footnote-5)) | Reference number and (or) name of the document stipulating calibration method (methodology, procedure) |
| 1 | 2 | 3 | 4 | 5 | 6 |

***ACCREDITATION SCOPE OF THE CALIBRATION LABORATORY***

 **№** NATIONAL ACCREDITATION BODY

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# Annex E

# Annex form of accreditation certificate of managements systems certification bodies

**ANNEX**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

***ACCREDITATION SCOPE OF MANAGEMENT SYSTEMS CERTIFICATION BODIES***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Certification scope | IAF/EA  code | Code of the economic activity types classifier (EATC) | Reference number of the management systems standardization document |
| 1 | 2 | 3 | 4 | 5 |

Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
 (signature) (first name, last name)

seal

*The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*

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| certificate validity period seal page 1 /1 |

 **№** NATIONAL ACCREDITATION BODY

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# Annex F

# Annex form of accreditation certificate of bodies of certification of physical entities

***ANNEX***

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

***ACCREDITATION SCOPE OF BODIES OF CERTIFICATION OF PERSONS***

|  |  |  |  |
| --- | --- | --- | --- |
| № | Scope (type) of certification of physical entities | Scheme (program) of certification of physical entities | Name, reference (number) of the document serving as grounds for certification |
| 1 | 2 | 3 | 4 |

Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
 (signature) (first name, last name)

seal

*The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*

 **№** NATIONAL ACCREDITATION BODY

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|  |

# Annex G

# Annex form of the certificate of accreditation of inspection bodies

**ANNEX N 1**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

***ACCREDITATION SCOPE***

***(WITH NATIONAL TECHNICAL REGULATIONS, NON-REGULATED SCOPES)***

|  |  |  |  |
| --- | --- | --- | --- |
| № | Inspection subject (object) | Inspection type and scope | Methods and procedures |
| 1 | 2 | 3 | 4 |

Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
 (signature) (first name, last name)

seal

*The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*

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| certificate validity period seal page 1 /1 |

 **№** NATIONAL ACCREDITATION BODY

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**ANNEX N 2**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

***ACCREDITATION SCOPE***

***(WITH TECHNICAL REGULATIONS OF THE CUSTOMS UNION/EURASIAN ECONOMIC UNION)***

|  |  |  |  |
| --- | --- | --- | --- |
| № | Inspection subject (object) | Inspection type and scope | Methods and procedures |
| 1 | 2 | 3 | 4 |
|  |  |  |  |

Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
 (signature) (first name, last name)

seal

*The scope of accreditation is invalid without the accreditation certificate. Partial reproduction of this annex is prohibited.*

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| certificate validity period seal page 1 /1 |

 **№** НАЦИОНАЛЬНЫЙ ОРГАН ПО АККРЕДИТАЦИИ

|  |
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|  |

**ПРИЛОЖЕНИЕ N 3**

**К АТТЕСТАТУ АККРЕДИТАЦИИ**

**№**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
(дата выдачи аттестата)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(Наименование субъекта аккредитации)

­­­­­­­­­­­­­­­­­***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(Адрес субъекта аккредитации)

***ОБЛАСТЬ АККРЕДИТАЦИИ***

***(ПО ТЕХНИЧЕСКИМ РЕГЛАМЕНТАМ ТАМОЖЕННОГО СОЮЗА/ЕВРАЗИЙСКОГО ЭКОНОМИЧЕСКОГО СОЮЗА)***

|  |  |  |  |
| --- | --- | --- | --- |
| П/п | Օбъект инспекции | Тип и область инспекции | Методы и процедуры |
| 1 | 2 | 3 | 4 |
|  |  |  |  |

Директор ГНО «Национальный орган по аккредитации» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **մ** (подпись) (имя, фамилия)

М.П.

*Область аккредитации недействительна без аттестата аккредитации. Запрещено частичное воспроизведение настоящего приложения.*

|  |
| --- |
| Срок действия сертификата М.П. стр. 1 /1 |

 **№** НАЦИОНАЛЬНЫЙ ОРГАН ПО АККРЕДИТАЦИИ

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# Annex H

# Annex form of the certificate of accreditation of inspection bodies (verification laboratories)

**ANNEX**

**ACCREDITATION CERTIFICATE**

**№ \_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**(Certificate issue date)

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(CAB name)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(CAB location of operations)

***ACCREDITATION SCOPE***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| H/h | Measurement: of means calibration type  (1-primary,  2- performed regularly) | Measurment[[6]](#footnote-6)) | Calibration subject to measurement the means [[7]](#footnote-7)) | Measurement: range [[8]](#footnote-8)) | Accuracy[[9]](#footnote-9)) | Calibration method (methodology , procedure), document mark and ( or ) name[[10]](#footnote-10) | Verification place[[11]](#footnote-11) |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|  |  |  |  |  |  |  |  |

# Annex I

# Form of application for accreditation certificate reissuance

**

|  |  |
| --- | --- |
| Application registration number |  |

*Director of “National Accreditation Body” SNCO*

---------------------------------------------

(first name, last name*)*

***APPLICATION***

***FOR REISSUANCE OF THE ACCREDITATION CERTIFICATE***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
(conformity assessment body’s (hereinafter CAB) name, address, phone number)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
(registration number and validity period of the accreditation certificate)

Grounds for reissuance of the accreditation certificate

|  |
| --- |
| Changes in the conditions of accreditation - reorganization or change in the location of operations or residence address of the physical entity or change of location of the legal entity  Change of name |

|  |
| --- |
| The CAB shall:   * 1. Continuously conform to the criteria of accreditation;   2. Create necessary conditions to ensure the implementation of assessments;   3. Provide the necessary additional information as required by the National Accreditation Body;   4. In case of necessity of an assessment, make all necessary payments related to the assessment, irrespective of the results |

Attached to the application, I hereby submit the following documents serving as grounds for the reissuance of the accreditation certificate

1.

2.

3.

4.

5.

Director of organization ----------------------- -----------------------------------  
 (signature) (first name, last name)

«-----» ------------- 20\_\_\_

# Annex J

# Form of the application on changes in the accreditation criteria

**

|  |  |
| --- | --- |
| Application registration number |  |

*Director of “National Accreditation Body” SNCO*

---------------------------------------------

(first name, last name*)*

***APPLICATION***

I request to conduct assessment in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
 (conformity assessment body’s name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(address, phone number)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
(registration number and validity period of the accreditation certificate)

in line with the requirements of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 (reference number and name of the standards)

Ground for assessment: change in the accreditation criteria

|  |
| --- |
| CAB shall:   1. Continuously conform to the criteria of accreditation 2. Create necessary conditions to ensure the implementation of assessments; 3. Provide the necessary additional information as required by the National Accreditation Body; 4. Make all necessary payments related to the assessment, irrespective of assessment results |

Attached to the application, I hereby submit the following documents

1.

2.

3.

4.

5.

Director of the organization ----------------------- -----------------------------------  
 (signature) (first name, last name)

«-----» ------------- 20\_\_

**HISTORY OF AMENDMENTS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Edition:** | | **Amendment:** | | **Amended points / words** | **Amended (previous) version** | **Signature of the person performing the amendment** |
| **No** | **Approval date** | **No** | **Approval date** |
| 2 | 16.12.2019  Validity period  13.01.2020 |  |  | Entire text | 1st edition, 22.07.2015 |  |
|  | 1 | 01.07.2020 | Annex B-H, change the places of certificate validity period and seal in the footer of the scope |  |  |
| 3 | 15.06.2020 |  |  | Entire text and annexes | 2nd edition, 16.12.2019 |  |
| 4 | 01.02.2023 |  |  | Text and annexes | 3rd edition, 15.06.2020 |  |
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**DOCUMENT FAMILIARIZATION SHEET**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **N/N** | **Full name** | **Position** | **Date** | **Signature** |
| 1 | Melkonyan Anna | Deputy director | 30.10.2022 |  |
| 2 | Hambardzumyan Narine | Accreditation Department head | 30.10.2022 |  |
| 3 | Ghazaryan Armine | Accreditation Department leading specialist | 30.10.2022 |  |
| 4 | Avetisyan Narine | Accreditation Department leading specialist | 30.10.2022 |  |
| 5 | Samvelyan Lilit | Accreditation Department leading specialist | 30.10.2022 |  |
| 6 | Hovhannisyan Lusine | Accreditation Department first class specialist | 30.10.2022 |  |
| 7 | Yesayan Satenik | Accreditation Department first class specialist | 30.10.2022 |  |
| 8 | Martirosyan Satenik | HR specialist | 30.10.2022 |  |
| 9 | Davtyan Satenik | register maintenance specialist | 30.10.2022 |  |
| 10 | Sardaryan Evelina | Assistant to the director | 30.10.2022 |  |

1. ) The document name shall be mentioned in case of absence of a reference number. [↑](#footnote-ref-1)
2. ) The method point shall be specified in case the documents stipulating the testing method stipulate different testing methods. [↑](#footnote-ref-2)
3. ) For example, linear measurements, length, mass, pressure, etc. [↑](#footnote-ref-3)
4. ) For example, ruler, micrometer, calliper, scale, kettlebell, barometer, etc. [↑](#footnote-ref-4)
5. ) CMC (Calibration and Measurement Capability) is the extended uncertainty (U (k=2, P=95 %)), which the laboratory receives as the minimal measurement uncertainty when calibrating under normal conditions.

   Director of “National Accreditation Body” SNCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_  
    (signature) (first name, last name)

   seal

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   | certificate validity period seal page 1 /1 |

   [↑](#footnote-ref-5)
6. ) for example: length, mass, pressure, etc. [↑](#footnote-ref-6)
7. ) reference scales, electronic scale, pressure, etc. [↑](#footnote-ref-7)
8. ) for example : (0 ÷ 100)kg, (0 ÷ 12)V, etc. [↑](#footnote-ref-8)
9. ) ±5% , ± 1.2V etc. [↑](#footnote-ref-9)
10. ) Technical description and operating instructions, MPU -1, etc. [↑](#footnote-ref-10)
11. ) on the territory of the Laboratory, on the territory of the applicant. [↑](#footnote-ref-11)