

DUTCH ACCREDITATION COUNCIL

**APPLICATION FOR EXTENSION AND/OR ADJUSTMENTS SCOPE
OF ACCREDITATION**

RvA-F105-UK

In order to be able to assess your application, the RvA asks you to answer the following questions or provide the requested information.

1a. Registration number : _____

1b. Name of the body : _____

1c. Accreditation standard: _____

Explanation:

- 1a. The registration number under which the current accreditation has been issued.
- 1b. The name of the body as used in the correspondence.
- 1c. The accreditation standard for the current accreditation. If an extension with a new standard is requested, this is not an extension but a new accreditation. In that case this form should not be used, but the procedure for a new registration should be started. (application form RvA-F001a, or F002).

2) Extension requested:

- Conformity assessment activity/activities: specify the activity/activities on the relevant supplementary application form (see below).
- Location(s) with core activity/activities: specify address of the new location(s) and the activity/activities in an amendment of Table 1.4 of the Part A report

Explanation:

Specify the new activities on the relevant supplementary application form:

- ISO/IEC 17025 Calibration: RvA-F003
- ISO/IEC 17025 Testing: RvA-F004-1
- ISO 15189: RvA-F004-2
- ISO/IEC 17020: RvA-F005
- ISO/IEC 17043: RvA-F033
- ISO/IEC 17065: RvA-F006-1
- ISO/IEC 17021-1: RvA-F006-2
- ISO/IEC 17024: RvA-F006-3
- EMAS Regulation: RvA-F006-4
- ISO Guide 34: RvA-F042
- ISO 14065: RvA-F018

3) Does work get outsourced as part of the activities concerned? If so, explain how you ensure that the requirements for accreditation are met in this situation.

- No.
- Yes: the following activities:

Measures to ensure that accreditation requirements are met:

.....

Explanation:

Outsourcing of work: If work (related to the new activities) is outsourced, specify what is outsourced and to which organisation. Also mention how you have guaranteed that this organisation meets the relevant accreditation requirements.

4) Is the accreditation requested needed for governmental notification, designation or recognition? If so, specify the regulations and the appointing body.

- No.
- Yes: the following regulations:

Notifying authority:

Explanation:

Government notification, designation or recognition: Specify whether the accreditation is needed as part of government notification, designation or recognition under national or international regulations. The RvA will perhaps have to use specific interpretations or additional requirements that are required by the notifying authority.

5) Does the activity have an international context (international scheme) for which alignment with EA, IAF and/or ILAC is preferable?

- No.
- Yes (explain):

Explanation:

Some schemes are not from national accepted scheme owners, but are from an international organisation. For instance the GLOBALG.A.P scheme.

6) Have you already carried out the new activities (without accreditation)?

- Yes: (explain which activities have been carried out, how many times and when this was).
- No, but planned (planned when and which activities?).
- No: not planned.

Explanation:

Performance of the new activities and/or taking new location into use: In the assessment the RvA will decide on the basis of work done whether the required competence is effectively present, the facilities are adequate and the procedures are suitable. It is therefore important to know whether work already has been done (for any file assessment) and/or that the work has already been planned so that witnessing of the work is possible. In the case of work already done, specify the extent of the work (period in which the activities have been carried out and numbers of tests/calibrations/inspections/certifications carried out).

7) As a rule the RvA will witness the performance of new activities. State when the following opportunities will occur for such witnessing.

Date(s) or period:

Activities that will be carried out:

Explanation:

Planning of witnessing: The RvA must make capacity available to witness activities. It is therefore important to plan such witnessing and to notify the RvA well in advance (at least six weeks). The activity to be witnessed must be representative for the intended scope extension. In cases of doubt the RvA can be consulted about this.

8) The following documents have been submitted with this application, as specified in the relevant supplementary application form.

Explanation:

Submitted documents: With this application the documents listed in the supplementary application form, see explanation at question 2, should be submitted. Failure to submit the required documents will mean that your application can not be processed. The documents should be provided in accordance with the table in the relevant supplementary application form.

The applicant is permitted to publish the fact of submission of an application to the RvA for extension of the accreditation on condition that there is no suggestion that 1) the accreditation has already been obtained, 2) the accreditation will be obtained or granted within a given period. There should be no misleading information about the status of the accreditation application in any other way.

Signature of duly authorised representative of the applicant organisation:

Name: (signature)

Place and date: