

# **Accreditation specification RvA**

## **Accreditation of validation and verification bodies (EN-ISO/IEC 17029)**

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## Introduction

This is the accreditation specification RvA that addresses the accreditation of validation and verification bodies to the standard EN-ISO/IEC 17029. In addition to this ASR, there may be an ASR for a particular field of activity – as mentioned in Annex B, which details aspects relevant to that field of activity.

## 1 Relevant documents

### 1.1 Standard used for accreditation

- EN-ISO/IEC 17029; Conformity assessment – General principles and requirements for validation and verification bodies

### 1.2 Additional documents

- ASR001 Overzicht documenten RvA, EA, ILAC en IAF

Current versions of these documents can be downloaded from the website of the relevant organisation(s): IAF ([www.iaf.nu](http://www.iaf.nu)), ILAC ([www.ilac.org](http://www.ilac.org)), EA ([www.european-accreditation.org](http://www.european-accreditation.org)), ISO ([www.iso.org](http://www.iso.org)), RvA ([www.rva.nl](http://www.rva.nl)).

In addition for validation and verification of environmental information, the following ISO-standards are relevant:

- ISO 14065 - General principles and requirements for bodies validating and verifying environmental information;
- ISO 14066 – Competence requirement for teams validating and verifying environmental information.

### 1.3 Documents relating to the conformity assessments to be carried out

The validation/verification body (CAB) shall operate one or more validation/verification programmes (hereafter: scheme)<sup>1</sup>. The name of the scheme will be mentioned in the scope of accreditation.

### 1.4 Specific legislation and regulations

Specific legislation and regulations that make the relevant conformity assessment and/or accreditation mandatory for the subject of a specific ASR are mentioned here.

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<sup>1</sup> The RvA uses the term “scheme” as the generic term, where the EN-ISO/IEC 17029 uses programmes. In accordance with the definitions in EN-ISO/IEC 17000, these terms can both be used, they have the same meaning.

## 2 Scope of accreditation

For accreditation of validation and verification bodies, the scope is formulated as follows:

Type of claim, including type of activity	Scheme including the normative reference	Sector
<i>Specification of type of activity (verification / validation) and type of claim</i>	<i>Name of the scheme including the normative reference if applicable</i>	<i>Specification of the sector(s)</i>
<i>Example Verification of Emission reports on GHG gases, limited to CO<sub>2</sub></i>	<i>Example: EU ETS Verification of emission data in accordance with regulation 2067/2018/EC and 2068/2018/EC pursuant to Directive 2003/87/EC</i>	<i>Example: Activity group 1a, 3, 4 etc. (activity group EU ETS)</i>
<i>Example: Verification of Inventory claims of webshops</i>	<i>Example: Verification scheme on the accuracy of the display of inventory of products in webshops</i>	<i>Example: Sectors to be indicated in accordance with IAF ID1, or defined by the scheme</i>

## 3 Accreditation Assessments

### 3.1 Documents to be provided

For the purpose of RvA assessments, assessors shall be provided with relevant documents as specified in Annex A.

### 3.2 The nature and content of the assessments

In addition to the general rules for the nature and content of the RvA assessments as laid down in RvA-BR001, the rules from the table below apply to this specific accreditation.

The nature and content of the assessments depend on the requested scope of accreditation, any pre-existing accreditation, the past performance of the organization (if applicable) and risks.

Method of assessment	Initial assessment <sup>(1)</sup>	Regular assessment in the cycle <sup>(2)(3)</sup>	Scope extension <sup>(1)(4)</sup>
Pre-assessment	√		√
Document assessment			If applicable
Office assessment	√	√	√
	Random sample: at least 1 validation/verification file and personnel file per activity (or cluster of activities)	Annual For each activity (or cluster of activities): at least once per cycle.  Random sample: at least 1 validation/verification file and personnel file per activity (or cluster of activities) per accreditation cycle.	Random sample: At least 1 validation/verification file and personnel file per activity (or cluster of activities)
Witnessing of activities <sup>(5)(6)</sup>	√	√	√
	Witnessing of at least one complete validation / verification relevant for complexity of the requested accreditation scope. The number of witness validations / verifications depends on the number (and complexity) of the clients. The following is used as guidance: 1 – 20 clients = 1 witness, 20 – 100 = 2 witnesses; 100 or more clients = 3 witnesses <sup>7)</sup>	At least 1 witnessing per activity (or cluster of activities) per accreditation cycle.  The number of witness validations / verifications depends on the number (and complexity) of the clients. The following is used as guidance per accreditation cycle: 1 – 20 clients = 2 witnesses, 20 – 100 = 3 witnesses; 100 or more clients = 4 witnesses.	Witnessing of at least one complete validation / verification relevant for complexity of the requested accreditation scope.

- (1) If a CAB is not yet designated or recognised for these activities as a notified body, and this is a requirement from European directives or regulations, it is possible to make use of temporary accreditation with restricting conditions, in accordance with RvA-BR001.
- (2) A(n) (accreditation) cycle covers a period of four years, starting after a decision on an initial assessment or reassessment has been taken; the cycle therefore includes surveillance assessments and reassessments during this period.
- (3) If agreements have been made with a scheme owner or public supervisor about the frequency and/or scope of the assessment, a less intensive assessment program can only be granted if there has been coordination with that party.
- (4) Based on the application, the RvA will determine how the assessments of the extension will be carried out.
- (5) In principle, a full activity is witnessed, unless the objectives for the assessment activity can also be achieved with partial witnessing.

## 4 Specific assessment issues

Specific points of attention for the RvA assessment and report are:

- impartiality;
- competence of personnel (validation and/or verification personnel, management);
- validation/verification methodology
  - pre-contract;
  - verification assessment (incl. handling of risk analysis, materiality, level of assurance where applicable);
  - reporting by the validation/verification body
  - review;
  - statement.

The assessment of the validation/verification report is part of the witnessing of the validation/verification activity. This validation/verification report must be uploaded in Prisma within ten working days after the audit.

In the case of validation or verification of environmental information accredited in accordance with ISO 14065, the accreditation assessment will include the requirements in the IAF MD 6 (article 9.2.2) for agreed-upon procedures (AUPs).

## 5 Changes compared to the previous version of this document

Compared to version 1.0 dated 15-09-2025 of ASR-107, the following changes have been made:

- • Removal of the CORSIA (NL) scope of work;
- • Amendment of Annex A by adding documents to be submitted for the initial assessment (validation/verification scheme) and extensions (validation/verification scheme and amended Chapter 1 of the Part A report), and textual adjustments.

## Annex A: Documents to be provided for initial assessment, assessment for extension, surveillance assessment, reassessment and witnessing

Documents to be provided EN-ISO/IEC 17029	Initial assessment	Extension	Surveillance	Reassessment	Witnessing
1. Completed RvA application form for accreditation (F001a)	√				
2. Completed RvA application form for accreditation (F105)		√			
3. Completed RvA supplementary application form validation and/or verification (F032)	√	√			
4. Proof of registration with the Chamber of Commerce (not older than 6 months);	√	√			
5. An organization chart and description of your organizational structure;	√	√			
6. Quality manual and general management system procedures;	√	√	√	√	
7. A cross-reference table establishing the relationship between the requirements of EN-ISO/IEC 17029 and your quality system;	√	√	√	√	
8. Report(s) of recent internal audit(s) (not older than 6 months)	√	√			
9. Report of the most recent management review (not older than 6 months)	√	√			
10. Internal working procedures and regulations used in validation/verification;	√	√	√	√	
11. General procedures developed or adapted (and not included in manual)	√	√	√	√	
12. A sample validation/verification report and validation/verification statement (qualified and unqualified where applicable);	√	√			
13. Own review of the validation or verification scheme, as explained in ASR007; if applicable for new activity(ies). If not considered applicable, please explain why.	√	√			
14. In the case of an external schema manager: Self-assessment of the scheme, as explained in ASR007 in combination with an application for scheme evaluation ( <a href="#">F207</a> ) If the specific version of the scheme for which accreditation is requested is included in the list of schemes for which the RvA can grant accreditation (see RvA-BR010 list), a new application for scheme evaluation is not necessary.	√	√			
15. Overview of qualifications that makes it clear that sufficient competent personnel are available such as verifiers, reviewers, etc.	√	√			
16. Amended chapter 1 of the Part A report for this accreditation		√	√	√	
17. Any additional documentation in accordance with SAP for the parts of the relevant scope			√	√	√
18. Validation/verification scheme (including normative document if applicable)	√	√	√	√	√

Documents to be provided EN-ISO/IEC 17029	Initial assessment	Extension	Surveillance	Reassessment	Witnessing
19. Use of marks and/or logos, if applicable			√	√	√
20. Validation/verification assignment, including location, duration and name of contact (client)					√
21. Validation/verification forms					√
22. Qualifications of the team that performs validation/verification					√
23. All the documents available to the validation/verification team shall also be made available to the RvA assessment team					√

## Annex B: Areas of work RvA

Conformity assessment activities for which accreditation can be requested from the RvA.

Activities marked with <sup>(NL)</sup> are only accredited by bodies established in the Netherlands.

If the RvA no longer has active accreditations in a field of activity, the field of activity is considered inactive.

- Validation and verification schemes based on the ISO 14064 series <sup>(NL)</sup>;
- Verification schemes for emissions data according to the directive 2003/87/EC (EU ETS, including the requirements of European Regulations ((EU) 2018/2067 and (EU) 2018/2066) <sup>(NL)</sup>;
- Validation and verification schemes for emissions data according to the regulation (EU) 2015/757 (the monitoring, the reporting and the verification of carbon dioxide emissions by maritime transport, including the requirements of delegated regulation (EU) 2016/2072);
- Validation and verification schemes based on the ISO 14068 <sup>(NL)</sup>.

## **Annex C: Examples of non conformities of type A**

- The body cannot demonstrate that the validation/verification staff are competent.
- During a validation/verification essential observations are missed (for example, material non-conformities in declaration, material non-conformities between described situation and reality, such as missing emission sources) or observations are rated incorrectly, in such a way that the body has made or would make an incorrect decision.
- During a validation/verification the risk analysis of the body turns out to be based on erroneous information (on possibly material matters) without this being noticed or reported by the verifier.
- The records at the body are so brief that it is actually no longer possible to see what has been verified and what the results of the validation/verification were.
- The accreditation mark (or other communication) is used in a way that suggests that the body is accredited for an activity where this is not the case.