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Scope:

The procedure is applied to the management to make an accreditation decision by the relevant specialized accreditation committee.

Responsible for the application:

The General Director and the Technical Director, in collaboration with the department heads, as well as the president of the committee are responsible for applying this procedure.

Amendments:

The evolution of the Rev 03 procedure concerns the cases of intervention of the SAC and the introduction of supplementary assessment in the case of conditional accreditation.

Established on: 11/07/2021

By: Heads of Technical

Departments

Visa:

Verified on: 11/07/2021

By: Quality Manager

Visa

Approved on: 12/07/2021

By: The General Director

Visa:

Décision d'accréditation



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1. Object

The purpose of this procedure is to describe all the provisions adopted by the accreditor to make an accreditation decision.

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2. Vocabulary and Abbreviations

Accreditation decision: is a process allowing the accreditor to make a decision whether or not to grant accreditation

SAC: Specialized Accreditation Committee

CAB: Conformity Assessment Body

GD: General Director HD: Head of Department

PV: Minutes

QM: Quality Manager

3. Modalities for review

The QM reviews this procedure whenever necessary.

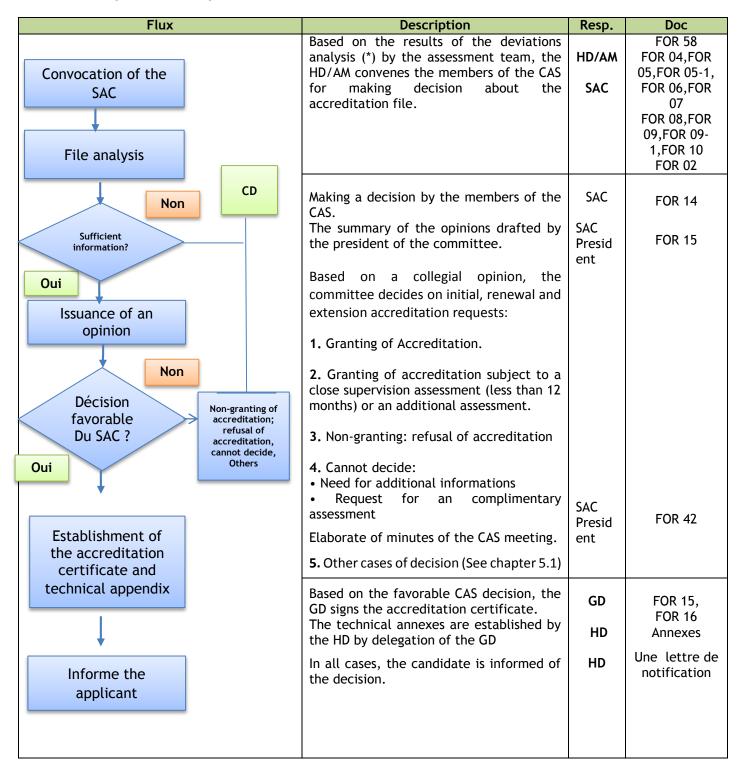
4. Reference documents

- Decree 05-466 of 4 Dhou El Kaada 1426
- ISO/IEC 17011 Conformity assessment General requirements for bodies accrediting conformity assessment bodies;
- GEN 01 Quality manual
- PRO 12 Accreditation procedure
- PRO 07 Accreditation Committee Management Procedure
- PRO 23 Procedure of suspension, reduction and withdrawal of accreditation

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5. Description of the procedure



NB: (*) Critical deviations: the evaluation file is presented to the committee if:

- Deadlines are exceeded
- Critical deviations are resolved

Non-critical deviations: ALGERAC requires an action plan deemed relevant by the evaluation team.



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5.1 Other cases of intervention of the accreditation committee:

- Review of recusal of deviations made by the CAB
- Suspension of part or all of the scope of accreditation following the results of the surveillance
- The remove of the suspension
- Reduction of the scope of accreditation in the case of unsatisfactory results
- · Withdrawal of accreditation
- make a decision on the transfer of accreditation

6. Recordings

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Technical Information Inspection	(FOR 04)
 Technical information for test and analysis laboratories 	(FOR 05)
 Technical information for biomedical laboratories 	(FOR 05-1)
 Technical information for calibration laboratories 	(FOR 06)
 Technical information for certification bodies 	(FOR 07)
 Assessment report for inspection bodies 	(FOR 08)
 Assessment report for laboratories 	(FOR 09)
 Assessment report for medical biology laboratories 	(FOR 09-1)
 Assessment report for certification bodies 	(FOR 10)
Accreditation Transfer Request	(DOC 01-3)
 deviance sheet 	(FOR 02)
• Invitation	(FOR 58)
	· · · · (EOD 4.4)

- Opinion of the members of the specialized accreditation committee (FOR 14)
- Opinion of the specialized accreditation committee and accreditation decision (FOR 15)
- Minutes of the meeting of the specialized accreditation committee (FOR 42)
- Accreditation certificate (FOR 16,...,FOR 16-3)
- Notification letter (FOR 63,..., FOR 63-18)