

Accreditation for Certification of Persons

IS-4

INAB offers certification bodies accreditation to the international standard **ISO/IEC 17024:2012** “Conformity Assessment - *General requirements for bodies operating certification of persons*”.

In many areas, particularly those which are safety critical, purchaser, user and public confidence in the competence of individuals is extremely important. Personnel certification confirms the competence of named individuals to perform specified services or duties. This is achieved through the issuing of a certificate of competence.

Possible examples of personnel who could be certified are:

- ▶ Gas/oil fitters
- ▶ Welders
- ▶ Electricians/electrical inspectors
- ▶ Timber grading inspectors
- ▶ Emissions inspectors
- ▶ Etc...

As with management system or product certification bodies, a personnel certification body must be able to demonstrate its competence to assess and certify its clients.

ISO 17024 has a number of requirements for organisational structure, quality management system elements, competence of personnel, confidentiality, etc. The certification body must also describe the certification process, how candidates are evaluated and must define periods of recertification. In addition, the personnel certification body must be able to demonstrate how conflict of interest is managed and must have mechanisms in place to objectively evaluate the outcome of the certification process.

Once the personnel certification body has all of the organisational and technical measures in place, and has been operating a certification service for a period of time sufficient to have historical records built up, and is able to demonstrate that the operation is stable (typically three months minimum), it can apply to INAB for accreditation.

INAB applicant and accredited personnel certification bodies are required to implement in full the requirements of ISO 17024 and associated EA¹, IAF² and INAB mandatory documents, which may be accessed from the INAB website at www.inab.ie

¹ EA is the European Co-operation for Accreditation

² IAF is the International Accreditation Forum

Certification bodies are accredited in compliance with ISO 17024 for a defined range of activities and these are detailed in a scope of accreditation which is annexed to the organisation's accreditation certificate.

A directory of these scopes of accreditation is maintained by INAB and is available from the INAB website.

The process for the accreditation of certification bodies is fully described in INAB Publication P7, also available from the INAB website.

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