



NATIONAL ACCREDITATION BOARD FOR CERTIFICATION BODIES (NABCB)

Quality Council of India (QCI), 2nd Floor, Institution of Engineers Building, Bahadur Shah Zafar Marg, New Delhi – 110002
Phone: +91-11-2337 8056 / 57; Fax: +91-11-2337 8678; E-mail: nabcb@qcin.org; Web: www.nabcb.qci.org.in;

Accreditation Procedure

for

**Addition of Sector Specific Quality Management Systems Standards
in the Scope of QMS Accreditation**



BCB 305 (QMS-Scope Extension) - July 2020

Effective : Immediate



NATIONAL ACCREDITATION BOARD FOR CERTIFICATION BODIES (NABCB)

Quality Council of India (QCI), 2nd Floor, Institution of Engineers Building, Bahadur Shah Zafar Marg, New Delhi – 110002
Phone: +91-11-2337 8056 / 57; Fax: +91-11-2337 8678; E-mail: nabcb@qcin.org; Web: www.nabcb.qci.org.in;

Contents

Contents	2
0. Scope	3
1. Application for Accreditation	3
2. Assessment	3
3. Decision	3
4. Amendment Record	5



NATIONAL ACCREDITATION BOARD FOR CERTIFICATION BODIES (NABCB)

Quality Council of India (QCI), 2nd Floor, Institution of Engineers Building, Bahadur Shah Zafar Marg, New Delhi – 110002
Phone: +91-11-2337 8056 / 57; Fax: +91-11-2337 8678; E-mail: nabcb@qcin.org; Web: www.nabcb.qci.org.in;

0. SCOPE

0.1 NABCB has decided to undertake accreditation of certification bodies (CBs) for certification to any sector specific quality management systems standard other than ISO 9001 which would be an addition to the scope of the existing QMS accreditation. These include standards such as ISO 13485, ISO 21001, ISO /TS 29001 etc.

0.2 This document describes the procedure to be followed by NABCB in processing applications from CBs seeking to add any sector specific quality management systems standards in the scope of their existing QMS accreditation.

0.3 In case a CB applies straightaway for a sector specific standard and is not accredited for ISO 9001 certification, the application would follow the procedure laid down in BCB 201(MS) for QMS accreditation.

1. APPLICATION

1.1 Any certification body interested in adding any sector specific quality management systems standards in its existing QMS accreditation may apply to NABCB in the application form BCB: F036 with the administrative fee as prescribed for scope extension.

1.2 The completed application form for NABCB accreditation shall be duly signed by the CEO/authorized representative/s of the Certification Body seeking addition in the scope of accreditation. Request for extension shall be either e-mailed by authorized person or letter sent shall be duly signed by authorized person.

2. ASSESSMENT

2.1 In case a certification body is already accredited by NABCB for Quality Management Systems, then an initial assessment including document review (1 MD) and/or onsite office assessment (1 MD) will be conducted by NABCB depending upon the standard/ Scheme requirement. The Man-days for technical expert, if needed, would be charged extra as applicable.

2.2 NABCB shall carry out the assessments as per ISO/IEC 17021-1 and any other IAF mandatory documents and sector specific international standards as applicable.

2.3 On successful completion of the above assessments, NABCB shall conduct one witness assessment before granting the required scope. The witness shall normally be a stage 2 or recertification audit of 3 man-day duration with a 2 member team. NABCB shall depute as many assessors as the auditors in CB's team. NABCB may accept witness assessment report (not older than 3 years) from any IAF signatory foreign accreditation body in lieu of a witness in case of BCB 305 (QMS-Scope extension)_July 2020



NATIONAL ACCREDITATION BOARD FOR CERTIFICATION BODIES (NABCB)

Quality Council of India (QCI), 2nd Floor, Institution of Engineers Building, Bahadur Shah Zafar Marg, New Delhi – 110002
Phone: +91-11-2337 8056 / 57; Fax: +91-11-2337 8678; E-mail: nabcb@qcin.org; Web: www.nabcb.qci.org.in;

extension of scope; however the first client audit after grant of accreditation shall be witnessed by NABCB.

3. DECISION

3.1 Based on the outcome of the above assessments, and on addressing any non-conformities and concerns satisfactorily, a decision on extension of scope would be taken under QMS accreditation by placing the case before the Accreditation Committee. The scope within such a standard may be decided based on criticality of scope of witness.

3.2 The extension of scope would be effective from the date it is granted and for the remaining period of accreditation held by the CB.



NATIONAL ACCREDITATION BOARD FOR CERTIFICATION BODIES (NABCB)

Quality Council of India (QCI), 2nd Floor, Institution of Engineers Building, Bahadur Shah Zafar Marg, New Delhi – 110002
Phone: +91-11-2337 8056 / 57; Fax: +91-11-2337 8678; E-mail: nabcb@qcin.org; Web: www.nabcb.qci.org.in;

Amendment Record

<u>Date</u>	<u>Auth. By</u>	<u>Description of Amendment</u>
July 2020	CEO	Minor changes in clause 2.1 on requirement of Doc review