

Minutes of Meeting of Organizations that Accredite
Quality System Registrars and Certification Programs

January 28, 1993
Stouffer Presidents Hotel
Houston, Texas, U.S.A.

Attendees:

Reuben Autery, Chairman, Board Committee for Conformity Assessment,
American National Standards Institute (ANSI), USA

Luis Corominas, President, Permanent Committee for Industrial Quality and
Standards, Canacintra, Mexico

Spencer Grieco, Chairman, Accreditation Committee,
American National Standards Institute (ANSI), USA

Harry Gundlach, General Manager, Dutch Council for Certification (RvC),
the Netherlands

Paul Hewlett, Secretary, National Accreditation Council for Certification
Bodies (NACCB), UK

John Hulbert, Executive Director, Joint Accreditation System of Australia and
New Zealand (JAS-ANZ), Australia and New Zealand

Ron James, Chairman, Advisory Committee on Quality to Standards Council of
Canada (ACQ/SCC), Canada

George Lofgren, President, Registrar Accreditation Board (RAB), USA

Conrad Maheux, Vice President, Standards Council of Canada (SCC), Canada

Takashi Ohtsubo, Chairman, Sub Working Group for Establishing Japanese
Accreditation Body, Japan

Observers:

Yutaka Aiyama, Japan Federation of Economic Organizations, Japan

Mitsuo Matsumoto, Ministry of International Trade and Industry, Japan

Richard Meier, Office the U.S. Trade Representative, USA

Kiyoto Mitsui, JMI Institute, Japan

John H. Stratton, Registrar Accreditation Board, USA

George T. Willingmyre, American National Standards Institute, USA

1. The meeting was chaired by Reuben Autery, who welcomed the participants. Self-introductions were made by those present.

2. Proposed Agenda

The proposed agenda was agreed to with the correction of item 5 from "Measuring of" to "Meaning of" and "Relations with CASCO" added to the agenda.

3. Formation of "International Accreditation Forum" (IAF)

After discussion, it was decided to form the IAF; and the wording of an IAF communiqué was agreed to (see Attachment 2). ANSI was designated as Secretariat of the IAF, and Reuben Autery was requested to continue as chairman.

4. Summaries of Accreditation Body Systems

Participants provided summaries of their accreditation systems and other relevant information, which resulted in some discussion. Highlights included:

- A description of the SCC accreditation system.
- A discussion of terminology; including such terms as "assessment," "audit," "certification" and "registration."
- A discussion of appeals procedures. The EAC does not allow arbitration outside the registrar (registration body); except as required by law, the registrar must control the appeals process.
- A description of the NACCB system and EAC activities.

NACCB insists on a high level of expertise for its own assessors. It now has 45 to 50 specialists in various fields.

The registrar must show that it has the capability to operate in each area of its accredited scope.

"Scopes" have presented the most problems in the use of EN45012 within EAC.

ISO 9000 is a means to assure that a product or service meets agreed-to requirements.

- A description of the RvC system.
- A report that in Mexico accreditations will be provided by the Mexican government. The accreditation organization will be the General Directorate of Standardization in the Department of Commerce. For the domestic market it is likely that registrars will be required to be accredited by this organization.

5. Subjects for Discussion

A list of 15 subjects for discussion (see Attachment 1) was proposed, reviewed and accepted. Conflict of interest (item 3) was extended to include "a standardization body" and three additional subject items were proposed and accepted: 13. Recognition of auditor certification (assessor registration) programs; 14. Minimum level of registration activity before accreditation is granted; and 15. Use of a quality system mark on packaging. Each participant was requested to send comments on each of the items to the secretary (George Willingmyre) before the next meeting together with recommendations on priorities. It was recognized that complete position papers on each item would not likely be possible given the short time before the next meeting, and even brief comments would be welcomed.

6. Next Meeting

The next meeting was set for April 30 and May 1, 1993 in conjunction with the CASCO meetings in Geneva. It was agreed that future meetings should be held in conjunction with CASCO meetings since many of the IAF participants are active in CASCO.

Respectfully submitted,


George T. Willingmyre, P.E.

IAF Secretary .

Attachments

Minutes Confirmed at IAF Second Plenary Meeting, 30th April 1993

**Communiqué
International Accreditation Forum**

January 28, 1993

Houston, Texas

The undersigned, representing organizations that operate or *intend* to operate a. program/system for accreditation of bodies dealing with conformity assessment, met on January 28, 1993, and agreed:

THAT entities seeking registration to ISO 9000 series or related standards in one region or country desire that such registration should also be accepted in other regions or countries, and

THAT suppliers seeking certification of their products, processes or services to standards in one region or country desire that such certification should also be accepted in other regions or countries, and

THAT one means of moving towards this goal is by working towards the equivalency of the conformity assessment procedures used by the organizations providing such services, and

THAT one means of working towards such equivalency is to develop equivalent accreditation programs/systems for such conformity assessment, and

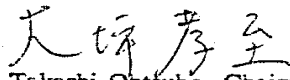
therefore, the undersigned agree:

TO engage in discussions to achieve equivalence of the:- accreditation programs/systems and of their operation, and

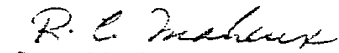
ON the desirability of mutual recognition of each other's accreditation systems in the international context of all relevant accreditation bodies with which mutual recognition may be desirable hi furtherance of international trade.

The consensus of the undersigned was to cooperate with one another and other organizations who operate similar accreditation programs in exchanging information and procedures hi meetings to be known as the International Accreditation Forum. The meetings are intended to contribute to mutual understanding and to build confidence in the operation of such accreditation programs in the interest of international trade.

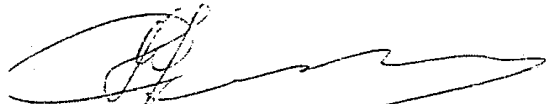
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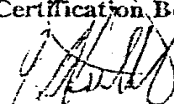
Spence Grieco, Chairman
Accreditation Committee
American National Standards Institute



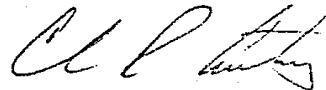
Ron James, Chairman
Advisory Committee on Quality to
Standards Council of Canada



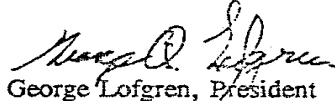
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