

**TECHNICAL CIRCULAR****Ref. DC2025MGR044****Milan, 24-06-2025**

To all accredited and applicant bodies – area of the Department of Certification and Inspection

To all Assessors/Experts

To all members and experts of the Sector Accreditation Committees of the Department of Certification and Inspection

**SUBJECT: Technical circular DC N° 26/2025 – Issue rev. 02 RT-37 “Requirements for accreditation with flexible scope of accreditation, Department of Certification and Inspection Bodies”**

This Circular is to inform you that, from 14 July 2025, rev. 02 of the Technical Regulation governing the methods of application and management of accreditations with flexible scope comes into force.

This revision (n. 2) of the above Technical Regulation is necessary in order to improve some procedural steps as well as to implement the requirements of the new version of the document EA 2/15 M:2023.

Below is a summary of the main changes introduced:

- **§ 1 and § 2 and other parts of the text:** use of the terms “Validation” in place of “Convalidation” and “persons” in place of “personnel”;
- **§ 1:** inclusion of the identification of the annex to the accreditation certificate containing the details of the scope of accreditation granted;
- **§ 2:** reference to the applicable requirements of the standard regulating the functioning procedures of the Accreditation Body in accordance with UNI CEI EN ISO/IEC 17011;
- **§ 2:** it is made explicit that, where permitted by Scheme Owners, the flexible accreditation scope may also be applied to owner schemes;
- **§ 3:** replacement of the reference to the standard UNI CEI EN ISO 14065 (which has become level 4) with the level 3 standard applicable to accreditation in the Validation and Verification field, i.e. UNI CEI EN ISO/IEC 17029;
- **§ 4:** alignment of the definition of fixed accreditation scope with the definition contained in the standard UNI CEI EN ISO/IEC 17011;
- **§ 5.1:** inclusion of the requirement of the document EA 2/15, which, during the contract review, the client is informed and it is confirmed that the request presented comes within the limits of its flexible scope

and that, within the management of the planning process of the scope, the CAB shall define the modalities by which it determines the requirements;

- **§ 5.1:** it is clarified that, for cases of IBs operating on "client specifications", this is a flexible accreditation scope and, where the CAB requests it, the provisions of the Technical Regulation in question shall be applied;
- **§ 5.1:** several requirements have been introduced that the CAB shall comply with when it receives a request for certification/inspection/validation/verification that comes within the area of the flexible scope (e.g. verification of having the necessary resources and qualified personnel, informing ACCREDIA of the various sites/offices, etc.). These requirements are set out in the document EA 2/15;
- **§ 5.3:** this is a newly introduced clause that regulates a series of requirements that ACCREDIA shall comply with when performing the preliminary risk analysis for accepting an accreditation application with a flexible scope (e.g. previous knowledge of the CAB of the applicable accreditation requirements, extent of the flexibility requested, stability of the management system and of the personnel involved in the management of the flexible scope, etc.). Also in this case these requirements are set out in the document EA 2/15;
- **§ 5.4:** a note has been included that allows to compensate for the two years of accreditation required before being able to request a flexible accreditation scope, in cases where the CAB has operated under another accreditation or based on the level of complexity and criticality of the macro family of products/professional figure/inspection typology etc... for which the flexible scope is requested;
- **§ 5.5:** the wording to be reported on the accreditation certificates has been slightly modified as the new EA 2/15 version requires that explicit reference be made to the List that must be published;
- **§ 5.6:** in accordance with the requirements of EA 2/15, the factors that ACCREDIA shall take into consideration in defining the program of activities to be carried out in the accreditation cycle in order to maintain and renew the accreditations granted with a flexible scope are defined;
- **§ 6:** it is clarified that the possibility is foreseen that the CAB may request to return to the fixed scope of accreditation and that, in such cases, ACCREDIA reserves the right to conduct a document review to verify the methods with which the CAB manages the consequent transition.

The modifications introduced in the document are indicated with the sidebar in the Italian version only.

We are available for any clarifications.

With kind regards

**Dott. Emanuele Riva**

Director Department

Certification and Inspection