IOAS ISO/IEC 17065 Operating Manual

Information and requirements specific to assessment and accreditation against
ISO/IEC 17065:2012

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1. Introduction

This operating manual contains specific information and requirements for the service of assessment by IOAS offered to certification bodies against ISO/IEC 17065:2012 'Conformity assessment – Requirements for bodies certifying products, processes and services'. It should always be read in conjunction with IOAS General Operating Manual which contains a full description of IOAS and its overall approach to its work conducting accreditation and surveillance of certification bodies working in the field of organic and sustainable agriculture and related fields which is performed in line with ISO/IEC 17011:2017.

It is IOAS' approach to harmonise the assessment process for the increasing range of schemes offered so as to reduce the burden of accreditation to all certification bodies. We are also continually working to gain recognition or equivalence of our work with scheme owners and government authorities such that we can offer 'one assessment, many accreditations'.

2. Standard owner

2.1 The ISO/IEC 17065:2012 is published by the International Standards Organisation in Switzerland and is applicable to a wide range of product certification schemes. As the norm itself indicates, these requirements 'may have to be amplified when specific industrial or other sectors make use of them' and some scheme owners with which the IOAS works have done that (see 3.5 and 6.2 below).

3. Requirements for accreditation

3.1 The ISO/IEC 17065:2012 is a generic guide for certification bodies conducting conformity assessment of products processes and services. It was published on September 15, 2012, and replaces the previous ISO/IEC Guide 65:1996. The standard is available for purchase from www.iso.ch and is not provided by IOAS.

3.2 The ISO/IEC 17065:2012 is the basic requirement for certification. Assessment against this norm is always performed applicable to a standards scope which must be indicated by the certification body when it makes an application to IOAS.

3.3 More than one standard scope may be selected at the time of application and the scope may be extended (or reduced) to additional standards at any time. Additional scopes and extension of scopes are subject to additional fees indicated in IOAS fee schedule (LS0503).

3.4 IOAS only offers ISO/IEC 17065:2012 assessment for schemes limited to standards within its field of expertise and which are compatible with its development objectives of expanding organic and sustainable agriculture and related fields.

3.5 Standards used by certification bodies may be private standards owned by the certification body itself or another scheme owner (e.g. GlobalG.A.P.) or be the production standard of a regulation (e.g. Regulation (EU) 2018/848, Mexican Organic Regime, Chilean National Organic Standard). Where the scheme owner has significantly amplified the requirements over and above those of ISO/IEC 17065:2012, this has implications for fees charged (see 6.2 below).

3.6 Assessment against ISO/IEC 17065:2012 as part of a wider scheme may or may not automatically achieve approval by the scheme owner depending on the scheme requirements and whether the IOAS

has a formal role in that scheme (see also 3.7 below). This will be clarified with the certification body at the time of application.

3.7 Currently accepted standard scopes for ISO/IEC 17065:2012 assessment by IOAS are in the field of:
- Organic agriculture and aquaculture
- Inputs for organic agriculture
- Sustainable agriculture
- Sustainable fisheries
- Social justice
- Fair trade
- Content Claims
- Recycled content
- Organic and natural cosmetics
- Ingredients for organic and natural cosmetics
- Organic textiles
- Inputs for organic textiles
- Natural detergents & cleaners
- Animal welfare

IOAS is however willing to discuss applications relating to scopes that are not currently covered and will assess whether they contribute to IOAS mission and whether sufficient expertise and resources are available before proceeding.

3.8 IOAS reserves the right to require assistance from technical experts as it deems necessary and depending on the standard scope. The cost of such experts is borne by the certification body. Such a need and a cost estimation will be communicated before the application proceeds.

4. Procedure for assessment

4.1 The application procedure follows that described in IOAS General Operating Manual at Section 7.

4.2 The applicant is made fully aware of its rights and obligations before application through the provision of this and related operating manuals and having access to a sample copy of the **Contract for provision of IOAS assessment and surveillance** (PL0502) and the fee schedule (LS0503).

4.3 The completed application form must indicate the standard or standards being applied by the certification body as scopes of ISO/IEC 17065:2012. Each standard must be supplied by the applicant in a language acceptable to IOAS.

4.4 If the application review is satisfactory, the applicant is offered to sign the referred contract (PL0502) and IOAS proceeds with the certification body document review.

4.5 After the document review is completed, IOAS carries out an on-site visit (office and operator sites). Remote assessment may form part of the assessment activity according to circumstances and scheme owner guidelines.

4.6 The length of initial and subsequent on-site visits and the activities undertaken (such as number of operator visits and countries of activity) will be influenced by the number of standards scopes applied for which will in turn determine the cost of the on–site visits.

4.7 Following the visit there will be opportunity for the certification body to take corrective actions. If the visit result is positive or when nonconformities are deemed resolved, IOAS will address the case to its Accreditation Committee for an accreditation decision.

5. Reference to IOAS accreditation and the scheme owner

5.1 The accredited certification body may make reference to being accredited by IOAS in accordance with the requirements described and referred to in the General Operating Manual. The exception to making such claims is when the CB has applied for 'assessment without public declaration' (see under definitions in the IOAS General Operating Manual) in which no claims are possible by the CB and IOAS does not include the CB in any public listing. IOAS may issue letters to specific enquirers describing the status of the CB and the IOAS assessment activities undertaken. Other entities may use IOAS assessment work as a basis for their own decisions and may make such decisions public.

5.2 On being accredited, the certification body will receive a formal accreditation certificate which states that the organisation has been found to fulfil the requirements of ISO/IEC 17065:2012 for the scope of the chosen standard(s). The certificate indicates the expiry date of the accreditation.

5.3 In addition, IOAS will include the certification body in a public listing which will be updated as necessary to include any changes of scope, categories of activity (if relevant) and countries of activity.

5.4 The accredited certification body may make suitable claims on promotional material (brochures, web sites etc.) that the certification body operates in compliance with ISO/IEC 17065:2012 as long as the scope of the declaration is made clear and matches that under 5.3.

5.5 Certificates issued by the certification body must bear either the IOAS accreditation symbol or a declaration stating that the certificate is issued under the scope of IOAS accreditation according to IOAS policy PL0515.

5.6 For general information on the use of the IOAS accreditation symbol and name and the IAF mark click here

6. Fees

6.1 The IOAS fee schedule is available at http://www.ioas.org/assessment/application/. The IOAS is able to provide a quotation of fees for the requested services prior to application but due to the many variables involved, these can only be used for orientation.

6.2 As noted at 3.5 above, IOAS treats schemes which add significant additional requirements over and above ISO/IEC 17065:2012 as two schemes due to the additional work involved and therefore applies 2 application/re-application fees and annual fees in such cases.

End

For any specific questions on assessment against ISO/IEC 17065:2012 please contact your assigned Client Service Manager.

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