

1. General Information

These criteria set forth the requirements for obtaining and maintaining National accreditation center of Iran (NACI), Persons Certification Body accreditation. Accreditation services are available to a third-party certification body that:

- 1.1 Program development shall demonstrate, through pilot programs, sufficient evidence of fairness, validity and reliability.
- 1.2 Completion of at least one (1) internal audit, and one (1) management review.

2. REQUIRED BASIC INFORMATION

Certification bodies must demonstrate compliance with the following requirements:

- 2.1 ISO/IEC Standard 17024:2012, Conformity assessment — General requirements for bodies operating certification of persons;
- 2.2 NACI Rules for Persons Certification Body Accreditation;
- 2.3 Scheme requirements under which the certification is granted.

3. ADDITIONAL INFORMATION (AS APPLICABLE)

3.1 Recognition of Third-party Examinations:

Certification bodies which outsource examination services provided by external vendors shall provide evidence of vendor compliance with all relevant requirements of ISO/IEC 17024. Separate accreditation of external vendors to ISO/IEC17024 does not waive this requirement.

3.2 Recognition of Third-party Certificates:

Certification bodies may recognize individuals who are certified by external certification bodies for competencies which are equivalent to the approved certification scheme. This recognition shall be restricted to certificates issued by accredited certification bodies

3.3 Certification Decisions:

Certification bodies shall identify individuals that are authorized to make decisions on certification.

3.4 International Services:

When certification schemes are intended to demonstrate competency in multiple countries or in multiple languages, certification schemes shall list all countries and languages in which local recognition is supported by the certification body, with this information made

available to the public without request. Certification bodies shall demonstrate the relevance, fairness, validity and reliability of examinations for each country and language in which local recognition of certificates is supported. Assessment requirements of certification bodies with activities in multiple countries will include requirements of IAF MD 12.

3.5 Certification Scheme:

Evidence of compliance of certification scheme(s) shall include the following requirements:

3.5.1 Job or Practice Analysis:

Identification of job tasks and associated knowledge, skills and abilities which are required for competent practice.

3.5.2 Required Competence:

Evidence that the pass/fail standard for examination(s) fairly and objectively reflects competence which is required for practice

4. Normative and Reference Documents:

Publications listed below refer to current editions (unless otherwise stated).

4.1 ISO 9000:2015 Quality management systems – Fundamentals and vocabulary.

4.2 ISO 9001:2015 Quality management systems – Requirements.

4.3 ISO/IEC 17000:2020 Conformity assessment – Vocabulary and general principles.

4.4 ISO/IEC 17024:2012 Conformity assessment – General requirements for bodies operating certification of persons.

4.5 IAF MD 12:2016 Accreditation Assessment of Conformity Assessment Bodies with Activities in Multiple Countries

4.6 ISO/IEC TS 17027:2014 Conformity assessment – Vocabulary related to competence of persons used for certification of persons.

5. LINKS TO ADDITIONAL REFERENCES

- NACI – <http://naciportal.isiri.gov.ir/>
- International Accreditation Forum – www.iaf.nu
- International Laboratory Accreditation Cooperation – www.ilac.org
- The Asia Pacific Accreditation Cooperation www.apac-accreditation.org
- International Personnel Certification Association (IPC) – www.ipcaweb.org