



On approval of the Rules for monitoring the activities of accreditation entities

Unofficial translation

Order of the Minister of Trade and Integration of the Republic of Kazakhstan dated May 13, 2021 No. 335-НҚ. Registered with the Ministry of Justice of the Republic of Kazakhstan on May 18, 2021 No. 22758

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The Rule shall enter into force from July 1, 2022.

In accordance with paragraph 3 of Article 7-1 of the Law of the Republic of Kazakhstan "On accreditation in the field of conformity assessment," **I hereby ORDER:**

1. To approve the attached Rules for monitoring the activities of accreditation entities.
2. The Committee for Technical Regulation and Metrology of the Ministry of Trade and Integration of the Republic of Kazakhstan, in accordance with the procedure established by the legislation, shall ensure:
 - 1) state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;
 - 2) place this order on the Internet resource of the Ministry of Trade and Integration of the Republic of Kazakhstan.
3. This order shall enter into force from July 1, 2021 and shall be subject to official publication.

*Minister of Trade and Integration
of the Republic of Kazakhstan*

B. Sultanov

Approved
by order of the Ministry of
Trade and Integration of the
Republic of Kazakhstan
dated May 13, 2021 № 335-НҚ

Rules for monitoring the activities of accreditation entities

Chapter 1. General provisions

1. These Rules for monitoring the activities of accreditation entities (hereinafter referred to as the Rules) have been developed in accordance with paragraph 3 of Article 7-1 of the Law of the Republic of Kazakhstan "On accreditation in the field of conformity assessment" (hereinafter referred to as the Law) and shall determine the procedure for monitoring the activities of accreditation entities.

2. The basic concepts shall be used in these Rules:

1) accreditation body - a republican state enterprise carrying out accreditation activities and being a member of international accreditation organizations;

2) monitoring of the activities of the accreditation entity (hereinafter referred to as the monitoring) - a set of measures for the collection, processing, analysis and use of information and information on the activities of the accreditation entities for compliance with the accreditation criteria carried out by the accreditation body in accordance with the Law;

3) authorized body - a state body carrying out state regulation in the field of technical regulation and ensuring the uniformity of measurements.

3. Monitoring shall be carried out by the accreditation body by monitoring the results of works, services and processes in the field of accreditation provided by the accreditation entities.

4. Monitoring shall be carried out in order to prevent and suppress illegal activities of accreditation entities in the field of conformity assessment.

Chapter 2. Procedure for monitoring the activities of accreditation entities

5. Monitoring shall be carried out for compliance of crediting entities with the following criteria shall:

1) have the status of a legal entity or structural subdivision of a legal entity acting on its behalf;

2) have qualified personnel allowing to perform works on conformity assessment in the declared area of accreditation;

3) have on the right of ownership, economic management, operational management or in temporary possession and use of premises, equipment and material resources necessary for the performance of compliance assessment work;

4) meet the requirements of regulatory documents for compliance with which they shall be accredited (accredited) taking into account the accreditation scheme;

5) carry out compliance assessment work in full and within the limits approved in the field of accreditation.

Regulatory documents in these Rules shall mean standardization documents.

6. For monitoring purposes, the accreditation body shall send a request to the accreditation entity for submission of documents and information on compliance with the accreditation criteria (hereinafter referred to as the documents).

7. The accreditation entity shall submit the documents to the accreditation body within 7 (seven) working days from the date of receipt of the request.

In cases of submission by the accreditation entity of an incomplete package of documents, the accreditation body shall send a notice of submission of missing documents within 3 (three) working days from the date of receipt of documents.

The accreditation entity shall submit the missing documents within three (3) business days from the date of receipt of the notification.

8. The accreditation body shall analyze the submitted documents and shall notify the accreditation entity of the results of the analysis within 20 (twenty) working days from the date of submission of the documents.

9. Monitoring shall not be carried out in cases of identification in documents of the accreditation entity of technical errors (descriptions, typos, grammatical errors) and (or) information not provided for by regulatory legal acts and regulatory documents that do not affect the quality and safety of products and related processes, works and services, and (or) traceability of the results of activities of the accreditation entity.

10. In case of disagreement with the results of the analysis of documents, the accreditation entity submits a complaint to the accreditation body within 3 (three) working days from the date of receipt of the results.

11. Monitoring shall be carried out using the register of data of the state system of technical regulation.

12. The accreditation body on its official website shall publish a report on the results of monitoring on a quarterly basis.

13. In the event of a violation of the accreditation criteria based on the results of monitoring, the accreditation body shall send information about the detected violations to the authorized body.