



Abu Dhabi Specification

معايير أبوظبي الفنية



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Quality Control in Inspection and
Certification Bodies

ضبط الجودة لدى جهات التفتيش وجهات
منح الشهادات



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Amendment Page

To ensure that each copy of this ADS contains a complete record of amendments, the Amendment Page is updated and issued with each set of revised/new pages of the document. This ADS is a live document which can be amended when necessary. QCC operates an Inspection and Certification Working Group which prepared this document and can review stakeholder comments in order to review and amend this document, issuing an updated version when necessary.

<u>Amendment</u>			<u>Discard</u>		<u>Insert</u>	
<u>No</u>	<u>Date</u>	<u>*Sections Changed</u>	<u>Page(s)</u>	<u>Issue no</u>	<u>Page(s)</u>	<u>Issue no</u>
1	16/07/2014	Document launched	-	-	7	1.0



About the Abu Dhabi Quality and Conformity Council

The Abu Dhabi Quality and Conformity Council (QCC) was established by law No. 3 of 2009, issued by His Highness Sheikh Khalifa Bin Zayed Al Nahyan, President of the UAE.

QCC is responsible for the development of Abu Dhabi Emirate's Quality Infrastructure, which enables industry and regulators to ensure that products, systems and personnel can be tested and certified to UAE and International Standards.

Products certified by QCC receive the Abu Dhabi Trustmark. The Trustmark is designed to communicate that a product or system conforms to various safety and performance standards that are set by Abu Dhabi regulators.

Foreword

The QCC Working Group for Quality Control in Inspection and Certification Bodies was formally established in October 2013 with a view to confirming technical documents for Quality Control in Inspection and Certification Bodies that shall improve the quality of services provided by the inspection and certification bodies in order to preserve public health and safety. These document is prepared in accordance with best international practices and technical documents issued in this regard and specially to meet the needs of the relevant in the Emirate of Abu Dhabi.

1. Scope

This Abu Dhabi Specification (ADS) defines the basic technical requirements for quality control in Inspection and Certification Bodies, including the following:

- Competency Requirements for Inspection Bodies
- Competency Requirements for Certification Bodies.

2. Acknowledgements

QCC would like to thank the members of the Working Group listed below. The membership of the QCC Working Group is as follows:

Name	Entity
1 Dr. Mazen Elias Adib (chair)	Abu Dhabi Municipality (ADM)
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11 Eng. Abdullatif Al Qasem	TUV SUD Middle East
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17 Eng. Osama Melhem	Abu Dhabi Quality and Conformity Council- QCC
18 Eng. Husain Al Bazzi	Abu Dhabi Quality and Conformity Council- QCC
19 Dr. Wail Al Omari	Abu Dhabi Quality and Conformity Council- QCC
20 Eng. Fahad AlHammedi (Coordinator)	Abu Dhabi Quality and Conformity Council- QCC



3. Terms and definitions

- 1- The below terms and definitions - unless indicated otherwise - shall be used for applying this technical document.

QCC: Abu Dhabi Quality and Conformity Council

Secretary-General: Secretary-General of Abu Dhabi Quality and Conformity Council

Responsible Authority: Abu Dhabi Quality and Conformity Council

Accredited Body:

- Any inspection body accredited by an entity signatory to (ILAC – MRA) Arrangement.
- Any certification body accredited by an entity signatory to (IAF – MLA).

Competency: exhibiting ability to apply knowledge and skills as requested in this document.

- 2- For the technical terms in this document, please refer to definitions and specifications provided in the References.

4. Application

All inspection and certification bodies shall adhere to the requirements of this technical document as long as they do not conflict with the mandatory requirements of a certain product, service, process, system or test issued by the Emirates Authority for Standardization and Metrology (ESMA) in the form of executive regulations or approved standards for mandatory application or issued by the Federal Authorities and local authority working in the field of inspection and certification bodies.

5. Responsibility

Abu Dhabi Quality and Conformity Council shall be the authority responsible for application of this technical document.



6. Competency Requirements of Inspection Bodies:

6-1 All inspection bodies should fulfill the standard ISO/IEC 17020 in the fields stated in Appendix 2.

6-2 Classification of inspectors:

Inspectors are classified - based on their competency - as follows:

1- Trainee inspectors:

Inspectors new to a certain field, who may not conduct inspections unless supervised by others who are designated as inspectors or senior inspectors.

2- Inspectors:

Those who possess intermediate level of experience in a certain field, and conduct actual inspections. They also provide direct supervision for trainee inspectors.

3- Senior Inspectors:

Those who possess a high level of experience in a certain field, and are capable to supervise both inspectors and trainee inspectors, improve their competency and verify their work. Senior inspectors also contribute to the enhancement of inspection processes as well as supporting inspectors under supervision.

6-3 Number of inspectors:

- Each inspection body should have inspectors capable of efficiently performing any task related to inspections, regardless of reasonable constraints.
- The ratio of trainee inspectors to inspectors should not exceed 3:1. Appendix 1 – Ex. 1
- The ratio of senior inspectors to inspectors should be a minimum of 1:5, provided there is at least one senior inspector for each specialization field. Appendix 1 – Ex. 2

6-4 Competency requirements for inspectors:

The national accreditation body shall specify competency requirements for inspectors.

6-5 Subcontracting:



- 1- If an inspection body utilizes another party to conduct tests or inspection works, the inspection body shall clearly state the names, tests and inspections conducted by such party.
- 2- If an inspection body utilizes another party to conduct tests or inspection works, such party shall be either be accredited or its competency should be properly verified. The inspection body shall be fully responsible for the competency of sub-employed non-accredited parties.

6-6 Measurement Units:

Based on the ESMA decree No. (5/1) dated 18/6/2009 regarding the executive regulations for organizing the legal metrology activities in the country (as amended), results of tests shall be in legal measurement units.

6-7 Retention of results and relevant documents:

With no prejudice to any relevant legislation, inspection results and relevant documents should be safely preserved for a minimum period of 5 years.

6-8 Notification about unsafe equipment:

In case inspection results reveal unsafe equipment posing either present or imminent dangers to public health or safety, the inspection body shall notify the entity undergoing the inspection as well as relevant government authorities about the dangerous situation.

6-9 Results of annual audit of accreditation:

- 1- An inspection body shall provide the QCC with an annual audit report, as well as documentation related to cases of non-conformity (NC).
- 2- In case an accreditation body decides to suspend an accreditation of an inspection body, provision of services authorized by this accreditation shall be stopped by the latter until re-accredited.



7. Competency Requirements for Certification Bodies:

7-1 Obtaining an accreditation

- All certification bodies that certify individuals shall obtain accreditation in their major fields of work, as per the standard ISO/IEC 17024.
- All certification bodies that certify systems shall obtain accreditation in their major fields of work, as per the standard ISO/IEC 17021.
- All certification bodies that certify products shall obtain accreditation in their major fields of work, as per the standard ISO/IEC 17065.

7-2 Database

Certification bodies shall provide a database that is clear, comprehensive, up to date and continuously available for the public. Such a database shall cover all products, individuals or bodies awarding certificates or conformity marks.

7-3 Subcontracting:

In case a certification body conducts tests or inspection works via another party, such party shall be accredited or its competency should be properly verified. The certification body shall be fully responsible for the competency of sub-employed non-accredited parties.

7-4 Retention of results and relevant documents:

With no prejudice to any relevant legislation, certification results and relevant documents should be safely preserved for a minimum period of 5 years.

7-5 Results of annual audit of accreditation:

- 1- A certification body shall provide the QCC with an annual audit report, as well as documentation related to cases of non-conformity (NC).
- 2- In case an accreditation body decides to suspend an accreditation of a certification body, provision of services authorized by this accreditation shall be stopped by the latter until re-accredited.



8. Final provisions

8-1 Errors by inspection or certification bodies:

The QCC and Responsible authorities shall not be responsible for any errors by inspection or certification bodies.

8-2 The QCC, via approval by the Secretary-General, issues all procedures necessary to put this technical document into effect.

8-3 Cases disputed in terms of interpretation, implementation or not provided for herein, shall be referred to the permanent standing technical committee to make appropriate decisions based on international practices and for the good of the public.

8-4 In case application reveals defects or deficiency in this document that might affect public health, the QCC may take appropriate action to remedy such defects for the good of the public.

8-5 This technical document shall be published in the official newspaper and shall go into effect after 12 months from publishing.

8-6 All inspection and certification bodies must have professional indemnity insurance. The insurance should be in effect during the body's years of service.

8-7 QCC specifies mandatory accreditation scopes for certification or inspection bodies.



Appendix (1)

Explanatory examples related to Number of inspectors for item (6-3) of this technical document

- **Example (1):** In case the number of inspectors in a certain authority is 3, the number of trainee inspectors should not exceed 9. Also in this case, the number of senior inspectors should be a minimum of 1.
- **Example (2):** In case the number of inspectors in a certain authority is 15, the number of trainee inspectors should not exceed 45. Also in this case, the number of senior inspectors should be a minimum of 3.



Appendix (2)

List of Mandatory Accreditation Fields

- Lifting Equipment:

1. Mobile crane
2. Overhead crane
3. Tower crane
4. Construction hoist
5. Window/Painter's cradle
6. Escalators and passenger conveyors
7. Elevators/Lifts
8. Fork lift
9. Mobile elevating work platform (man lift)
10. Access and Working Scaffolds and Special Scaffolds
11. Side boom crane
12. Cranes for lifting persons & Suspended baskets
13. Jib crane
14. Runway beams
15. Crane gantries
16. Lorry loaders
17. Chain block/ Chain lever hoist/Tirfor
18. Jacks
19. Vehicle lifts

- Lifting Accessories:

1. Chain sling
2. Shackle
3. Components (Master links, hooks and other components)
4. Wire rope sling
5. Textile slings (web & round)
6. Eyebolt
7. Spreader beam / lifting beam
8. C' Hooks and crane forks
9. Magnet lifting
10. Vacuum lifters
11. Pad eyes



References

- ISO 31 Quantities and units
- ISO/IEC Guide 2 Standardization and related activities — General vocabulary
- ISO 9000 Quality management systems — Fundamentals and vocabulary
- ISO 9001 Quality management systems — Requirements
- ISO 15189 Medical laboratories — Particular requirements for quality and competence
- ISO/IEC 17000 Conformity assessment — Vocabulary and general principles
- OIML V1 International vocabulary of terms in legal metrology (VIML)
And its translation approved by the Arab Industrial Development and Mining Organization.
- OIML V2 International Vocabulary of Metrology – Basic and General Concepts and Associated Terms (VIM)
And its translation approved by the Arab Industrial Development and Mining Organization.
- ISO/IEC 17043 Conformity assessment — General requirements for proficiency testing
- ISO guide 34 General requirements for the competence of reference material producers
ISO 17020,21,65,24
- Emirates Authority for Standards and Metrology decision No. (5/1) dated 18/6/2009 regarding the executive regulations for organizing the legal metrology activities in the country, vide article (16) of cabinet decision No. (31) of 2006 for the national metrology system.