



**Guideline for the Formulation of Scopes of Accreditation for Inspection
Bodies**

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1. Purpose

This document demonstrates how to formulate the scope of accreditation for the inspection bodies at the Saudi Accreditation Center (SAAC), in accordance with the requirements of SAAC or the relevant international bodies.

2. Scope

This document is applicable to the accreditation scope of Inspection bodies at SAAC.

3. Normative References

- Conformity Assessment- Requirements for accreditation bodies accrediting conformity assessment bodies ISO/ IEC 17011:2017.
- Conformity assessment- Requirements for the operation of various types of bodies performing inspection ISO/IEC 17020:2012.
- The ILAC P15:05/2020 Policy - Application of ISO/IEC 17020:2012 for the Accreditation of Inspection Bodies.
- ILAC G28:07/2018 Guideline for the formulation of scopes of accreditation for the inspection bodies.

4. Terms and Definitions

- **The Saudi Accreditation Center (SAAC):** The official body which carries out the accreditation, referred to as "SAAC".
- **Inspection Bodies:** the conformity assessment bodies that carry out or perform the inspections.
- **ILAC:** the International Laboratory Accreditation Cooperation for accreditation bodies of laboratories and inspection bodies, is the international organization that helps in harmonizing and recognizing the accreditation systems, in accordance with the international standard ISO/IEC 17011.
- **Inspection:** the verification of validity and/or of one or more characteristics of an element or examination of a product, process, service, installation or design, and determination of its conformity with specific requirements or, on the basis of professional judgment, with general requirements.
- **Scope of Accreditation:** a list of the elements of the inspection body that has been evaluated, examined, and accredited by SAAC, including the type of inspection, locations of coverage, details of inspection, equipment and standard used.
- **Type of Inspection:** a specific type for an inspection body (for example, type (A), (B), or (C)); each type has specific and separate requirements, which the inspection body shall address, in accordance with the international standard ISO/IEC 17020.
- **Item:** the material which has been inspected (for example tower cranes, amusement parks, elevators, escalators... etc.), and the condition under which the item is used shall be mentioned in terms of use (for example, Initial Inspection, Fabrication, Installation, In-service, Repair...etc.).

- **Details of Inspection:** describes the sub-field of inspection for the inspected item, additionally it determines the nature of examination made either using an equipment/instrument, or a tool or a visual inspection.
- **Standard Used:** the standard or the technical regulations used in inspection (for example, the standard for inspection of Elevators is BS EN 81-20-2014, the workshop classification regulation, ...etc.).
- **Equipment Used:** the equipment used in inspection (for example Multimeter, Vernier Caliber). NOTE: In the absence of equipment used, (N/A) shall be written accordingly.

5. Formulating the Scope of Accreditation

SAAC formulate the scope of accreditation for the activities that will be accredited for inspection bodies, in accordance with the requirements of the international standards ISO/ IEC 17011:2017, by specifying the following criteria:

- The type of inspection body (A), (B), or (C), as specified in ISO/IEC 17020.
- Inspection schemes (locations/branches where the inspection body carries out its activities).
- Items and details of scope and range of inspection as well as the equipment used.
- The standard, regulations and inspection methods used that contain the requirements, based on which the inspection or examination is carried out.

These guidelines must be strictly adhered to, when entering all the scopes to be accredited in the same format presented in the schedule (Appendix A) by the representatives of the inspection bodies and assessors in SAAC's electronic information system for accreditation. The provided schedule is only illustrative without the intention of being exhaustive. It is also possible to include the scope of accreditation in Arabic or English language alike, and SAAC will publish the scope of accreditation on the website of the accredited conformity assessment bodies, to demonstrate the types of activities/ examinations which have been assessed, evaluated, and accredited by SAAC.

6. Related Documents

- Accreditation Process Procedure P-01

Appendix (A)

Representative Template for Formulating the Scope of Accreditation for the Inspection Bodies in SAAC's Electronic Information System for Accreditation

"The schedule is only illustrative without the intention of being exhaustive"

Equipment used	Standard used	Inspection details	Item	#
Caliper	ASMI B30.3 - 2019	Hooks	Tower Crane In- Service	1
Load Cell	ASMI B30.3 - 2019	Conducting Load Testing	Tower Crane In- Periodic	2
Fluke - Multi Meter - Clamp Meter-Ammeter	Saudi Building Code SBC-401 Chapter 61	Polarity Test	SBC-401 Electrical Wiring	3
Fluke - Multi Meter - Clamp Meter-Ammeter	Saudi Building Code SBC-401 Chapter 61	Load Balance Test	SBC-401 Electrical Wiring	4
N/A	MA..179-21-09-02 Technical Regulation for Used Imported Vehicles SASO 469/2008	Vehicle Dimensions and Weights Visual Inspection	Motor Vehicles	5
Brake Tester (ATT) Brake Tester / BOWMONK	MA..179-21-09-02 Technical Regulation for Used Imported Vehicles SASO 1284:2017 Clause # 6.03	Brake System	Motor Vehicles	6