INFORMATION SHEET FOR BELAC ASSESSORS/EXPERTS

## FILLED IN ON:

## 1. IdentificatiON AND GENERAL INFORMATION

Name:

Surname:      Gender:  M  F

Date of birth:      Nationality:

### 1.1 Individual information

Full address:

Phone:       Fax:

Mail:

Mobile Phone:

### 1.2 Professional information

In case of a self-employed status:

Description of the professional activity(ies):

Do you perform theses activities as main or complementary job?

In case of employee status:

Current employer:

Current function:

Short description of the function:

Full address of the employer:

Phone:       Fax:

Mail:

Mobile phone:

### 1.3 General information with respect to the performance of assessments

Contact data that BELAC can use to provide you with the documents related to an assessment:

Private Professional *(confidentiality has to be ensured)*

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|  | You intend to perform as a : | |
|  | *Lead assessor* | *Technical assessor/expert* |
| *for the evaluation of :* |
| test laboratories |  | (sector of technical expertise to be detailed under § 4.1.1) |
| medical laboratories |  | (sector of technical expertise to be detailed under § 4.1.2) |
| calibration laboratories |  | (sector of technical expertise to be detailed under § 4.1.3) |
| producers of reference materials |  | (sector of technical expertise to be detailed under § 4.2) |
| organisers of proficiency testing |  | (sector of technical expertise to be detailed under § 4.3) |
| inspection bodies |  | (aanduiding expertisedomeinen : zie § 4.4) |
| certification bodies for management systems |  | (sector of technical expertise to be detailed under § 4.4) |
| certification bodies for products |  | (sector of technical expertise to be detailed under § 4.4) |
| certification bodies for environmental management systems |  | (sector of technical expertise to be detailed under § 4.5) |
| environmental verifiers |  | (sector of technical expertise to be detailed under § 4.5) |
| certification bodies for personnel |  | (sector of technical expertise to be detailed under § 4.6) |
| ETSEmission Trading Scheme verifiers |  | (sector of technical expertise to be detailed under § 4.7) |
| notified bodies  (bodies performing conformity assessment according to European Directives) |  | (sector of technical expertise to be detailed under § 4.8) |

How many days per year can you spend in assessments ?

Other relevant information that you feel necessary to communicate to BELAC with respect to the performance of assessments:

### 1.4 Information with respect to the remuneration as BELAC assessor/ expert

#### With respect to the remuneration of services as assessor/expert (based on assessment time) and costs related to the performance of an assessment (e.g. travel costs):

National register number *(in case of personal payment)*:

VAT number *(in case of payment in name of a company)*:

Bank accounts to be used for payment:

IBAN:

BIC-code:

In name of:

Full address:

## 2. GENERAL EDUCATION AND PROFESSIONAL EXPERIENCE

### 2.1 Diplomas

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### 2.2 Complementary degree or training at technical, scientific level:

Please mention the period and the body that delivered the degree or the training

### 2.3 Professional experience:

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| --- | --- | --- | --- |
| SINCE | UNTIL | NAME OF THE EMPLOYER, COMPANY OR INSTITUTION | functiON OR PROFESSIONAL ACTIVITY + SHORT DESCRIPTION OF THE ACTIVITY |
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### 2.4 Language skills :

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| --- | --- | --- | --- |
|  | You are able to: | | |
|  | read documents | perform assessments | write reports |
| in the following language(s): |
| Dutch |  |  |  |
| French |  |  |  |
| English |  |  |  |
| German |  |  |  |
| Other, please specify: |  |  |  |

## 3. SPECIFIC EDUCATION AND EXPERIENCE WITH RESPECT TO ASSESSMENT ACTIVITIES AND ACCREDITATION

### 3.1 Training for assessment of test/calibration/medical laboratories, inspection or certification bodies, with respect to the relevant accreditation standards and complementary requirements when applicable

Please mention the period and the body that delivered the degree or the training

If you are formally qualified by another accreditation body, please provide a copy of the relevant certificate or other evidence document.

### 3.2 Other relevant trainings with respect to management systems and/or performance of assessments

### 3.3 Experience as assessor of test/calibration/medical laboratories, inspection or certification bodies, with respect to the relevant accreditation standards and complementary requirements when applicable

Please mention the period(s) and the body(ies) for whom the activities have been performed:

### 3.4 Other relevant experience with respect to management systems and/or performance of assessments

### 3.5 If you are engaged in consultancy activities aiming to the obtention of an accreditation, certification or agreement, please mention the sectors, the activities and the type of concerned bodies. *(BELAC keeps the right to require at any moment the list of bodies to whom consultancy activities have been provided)* :

## 4. TECHNICAL COMPETENCE SECTORS:

For the evaluation of :

#### Laboratories, producers of reference materials and proficiency testing providers:

Test laboratories: p 10 (link: [TEST](#TEST))

Calibration laboratoires: p 17 (link: [CAL](#CAL))

Medical and veterinary laboratories : p 20 (link: [MED\_TEST](#MED_TEST))

Producers of reference materials: p 22 (link: [REF](#REF))

Proficiency testing providers: p 23 (link: [PT](#PT))

#### Certification and inspection bodies

Certification bodies for management systems: p 25 (link: [MS](#MS))

Certification bodies for products and inspection bodies: p 29 (link: [INSP PROD](#INSP_PROD))

Certification bodies for personnel : p 35 (link: [PERS](#PERS))

#### ETSEmission Trading Scheme verifiers (ISO 14065)

p 36 (link: [ETS](#ETS))

#### Notified bodies (bodies performing conformity assessment according to European Directives)

p 38 link : [EUR\_DIR](#EUR_DIR))

### 4.1 for the evaluation of laboratories:

#### 4.1.1 for test laboratories (TEST ISO/IEC 17025)

|  |  |
| --- | --- |
| **Chemical testing** | |
| **Subfields** |  |
| General analytical chemistry (‘wet chemistry’)  (e.g. potentiometry, voltammetry, coulometry, refractometry, titrimetry, polarography, gravimetry,…) |  |
| Inorganic chemistry  (e.g. UV-VIS spectrophotometry, ICP-AES, ICP-OES, ICP-MS, AAS, CV-AAS, GF-AAS, HG-AAS, FIMS, IR Spectroscopy, Chemiluminescence, Flow Injection Analysis, Fluorimetry, Discrete Analyser, Continuous Flow Analysis, Ion Chromatography, NMR spectroscopy…) |  |
| Organic chemistry  (e.g. GC-MS, GC-HRMS, GC-ECD, GC-FPD, GC-FID, GC-PFPD, GC-TSD, LC-MS, LC-ESI-MS, UPLC-MS, HPLC, HPLC-FLD, HPLC-DAD, HPLC-UV, TLC, Gel Permeation Chromatography, …) |  |
| Radiochemistry – nuclear chemistry  (e.g. Alpha/Gamma Spectrometry, Gross Alpha/Beta Counting, Liquid Scintillation Counting, Cerenkov/Geiger-Muller Counting, Neutron Activation Analysis…) |  |
| Microscopy  (e.g. Optical (Light) Microscopy, Scanning Electron Microscopy (SEM), Transmission Electron Microscopy (TEM)…) |  |
| Migration testing |  |
| Corrosion testing |  |
| Other (please specify): |  |
| **Products** |  |
| Air, atmospheres, stack emissions |  |
| Asbestos, fibres, dusts & particulates |  |
| Biocides including fungicides, insecticides, herbicides & pesticides |  |
| Biotoxins including mycotoxins and marine toxins |  |
| Bitumen and bituminous materials |  |
| Chemical and organic fertilisers including compost |  |
| Construction materials including road construction materials, concrete & products, cements & products |  |
| Detergents, disinfectants, antimicrobials and soaps |  |
| Fats, oils & waxes |  |
| Food and feed including beverages |  |
| Gases |  |
| General Chemicals including inks, dyes, solvents, coolants |  |
| Glass and Ceramics |  |
| Medical devices/equipment |  |
| Metals, metal products & alloys including metallic coatings |  |
| Non-metallic coatings, including paints, varnishes |  |
| Paper and cardboard |  |
| Personal protective equipment including protective clothing |  |
| Coal, petroleum and refined products including fuels and lubricants |  |
| Plant material including seeds and grains |  |
| Plastic, polymers, resins & rubber |  |
| Radioactive and fissile material |  |
| Soils, rocks (including ores and minerals), sludge |  |
| Steels |  |
| Textiles, leather and natual/artificial fibre products |  |
| Veterinary and human drugs & pharmaceutical products (including cosmetics) |  |
| Animal material, tissues and fluids |  |
| Waste, pollutants and effluents (solid, liquid, gaseous) |  |
| Water |  |
| Weldments |  |
| Wood & wood products |  |
| Other (please specify): |  |

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| --- | --- | --- |
| **MICROBIOLOGICAL testing** | | |
| **Subfields** | |  | |
| Antimicrobial activity testing | |  | |
| Bacteriology (e.g. bacterial cell culturing, immunochemistry, microscopy…) | |  | |
| Mycology | |  | |
| Parasitology | |  | |
| Virology | |  | |
| Molecular biology (e.g. PCR, RT-PCR, Q-PCR…) | |  | |
| Transmissible Spongiforme Encephalitis (TSE) testing | |  | |
| Microbial shelf life and/or challenge testing | |  | |
| Sterility testing | |  | |
| Other (please specify): | |  | |
| **Products** |  | | |
| Animal material, tissues and fluids |  | | |
| Detergents, disinfectants, antimicrobials and soaps |  | | |
| Food and feed including beverages |  | | |
| Medical devices/equipment |  | | |
| Plant material including seeds and grains |  | | |
| Veterinary and human drugs & pharmaceutical products (including cosmetics) |  | | |
| Water |  | | |
| Other (please specify): |  | | |

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| **BIOLOGICAL testing** | |
| **Subfields** |  |
| Immunoassay testing (e.g. ELISA, FPIA,…) |  |
| Enzymatic assay testing |  |
| CALUX bioassay testing |  |
| Marine biology |  |
| Ecobiology and ecotoxical testing |  |
| Molecular biology incl. GMO testing and food authenticity testing |  |
| Other (please specify): |  |

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| **FORENSIC testing** | |
| **Subfields** |  | |
| Molecular biology  (e.g. DNA profiling,…) |  | |
| Chemistry / toxicology |  | |
| Trace evidence analysis  (e.g. hair, body fluids, tissue, fire debris,…) |  | |
| Ballistics |  | |
| Forensic testing according to WADA sector sheme |  | |
| Other (please specify): |  | |

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| **Clinical testing (human & veterinary)** |

Please go to ‘medical and veterinary laboratories’ (§ 4.1.3)

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| **sampling** | |
| **Products** |  | |
| Air, atmospheres, stack emissions |  | |
| Asbestos, fibres, dusts & particulates |  | |
| Chemical and organic fertilisers including compost |  | |
| Construction materials including concrete and cement products |  | |
| Detergents, disinfectants, antimicrobials and soaps |  | |
| Food and feed including beverages |  | |
| Gases |  | |
| Coal, petroleum and refined products including fuels and lubricants |  | |
| Plant material including seeds and grains |  | |
| Soils, rocks (including ores and minerals), sludge |  | |
| Animal material, tissues and fluids |  | |
| Waste, pollutants and effluents (solid, liquid, gaseous) |  | |
| Water |  | |
| Other (please specify): |  | |

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| --- | --- | --- |
| **ELECTRICAL / ELectronic / electromagnetic testing** | | |
| **Subfields** |  | | |
| General Electrical and Electronic testing |  | | |
| Magnetic testing |  | | |
| Electromagnetic Compatibility (EMC) testing |  | | |
| IT, computer and computer peripheral testing |  | | |
| Safety testing |  | | |
| Telecommunication testing  (including Radio, Television, Telephone) |  | | |
| Other (please specify): |  | | |
| **Products** | |  | |
| Electrical and electronic equipment, products and installations | |  | |
| Heating/Cooling equipment including boilers | |  | |
| Insulating materials | |  | |
| Light sources | |  | |
| Measuring equipment | |  | |
| Medical devices/equipment | |  | |
| (Motor) vehicles, (motor) vehicle accessories and compounds | |  | |
| Security devices and alarms | |  | |
| Sensors | |  | |
| Tools and machinery | |  | |
| Toys, leisure and sport equipment | |  | |
| Other (please specify): | |  | |

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| **Mechanical testing** | |
| **Subfields** |  |
| Compressive testing |  |
| Tensile testing |  |
| Shear and/or torsion testing |  |
| Impact strength testing  (including drop and/or shock testing) |  |
| Hardness testing |  |
| Plasticity testing  (including ductility and/or malleability testing) |  |
| Brittleness testing |  |
| Friction and/or wear testing |  |
| Creep and/or stress relaxation testing |  |
| Fatigue testing |  |
| Vibration testing |  |
| Adhesion testing |  |
| Intrusion testing |  |
| Abrasion testing |  |
| Other (please specify): |  |
| **Products** |  |
| Bitumen and bituminous materials |  |
| Buildings & building elements |  |
| Construction materials including road construction materials, concrete & products, cements & products |  |
| Electrical and electronic equipment, products and installations |  |
| Food and feed including beverages |  |
| Glass & ceramics |  |
| Metals , metal products & alloys including metallic coatings |  |
| Military equipment including explosives, ammunition (and weapons) |  |
| (Motor) vehicles, (motor) vehicle accessories and compounds |  |
| Non-metallic coatings, including paints, varnishes |  |
| Packages & packaging material including child resistant packages |  |
| Plastic, polymers, resins & rubber |  |
| Pneumatic and hydraulic equipment |  |
| Railway equipment |  |
| Soils, rocks (including ores and minerals), sludge |  |
| Steels |  |
| Telecommunication equipment including radio and television |  |
| Textiles, leather and natual/artificial fibre products |  |
| Weldments |  |
| Wood & wood products |  |
| Other (please specify): |  |

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| **physical testing** | |
| **Subfields** |  |
| Acoustics and noise testing |  |
| Ballistics |  |
| Dimensional testing |  |
| Optical testing |  |
| Density and/or viscosity testing |  |
| Velocity testing |  |
| Flow rate testing |  |
| Physicochemical testing  (including determination of boiling point, melting point, temperature, thermal conductivity,…) |  |
| Mass testing |  |
| Other (please specify): |  |
| **Products** |  |
| Air, atmospheres, stack emissions |  |
| Bitumen and bituminous materials |  |
| Buildings & building elements |  |
| Chemical and organic fertilisers including compost |  |
| Construction materials including road construction materials, concrete & products, cements & products |  |
| Diamonds, precious metals and jewelry |  |
| Fats, oils & waxes |  |
| Food and feed including beverages |  |
| Glass & ceramics |  |
| Heating/Cooling equipment including boilers |  |
| Measuring equipment |  |
| Medical devices/equipment |  |
| Metals , metal products & alloys including metallic coatings |  |
| Marine equipment |  |
| Military equipment including explosives, ammunition (and weapons) |  |
| Non-metallic coatings, including paints, varnishes |  |
| Paper and cardboard |  |
| Personal protective equipment including protective clothing |  |
| Coal, petroleum and refined products including fuels and lubricants |  |
| Plastic, polymers, resins & rubber |  |
| Soils, rocks (including ores and minerals), sludge |  |
| Steels |  |
| Textiles, leather and natual/artificial fibre products |  |
| Tools & machinery |  |
| Toys, leisure and sport equipment |  |
| Veterinary and human drugs & pharmaceutical products (including cosmetics) |  |
| Water |  |
| Weldments |  |
| Wood & wood products |  |
| Other (please specify): |  |

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| **non-destructive testing** | |
| **Subfields** |  | |
| Visual examination |  | |
| Radiographic testing |  | |
| Ultrasonic testing |  | |
| X-ray fluorescence (XRF) |  | |
| Thermography |  | |
| Dosimetry |  | |
| Functional/performance testing |  | |
| Environmental performance testing |  | |
| Other (please specify): |  | |
| **Products** |  | |
| Buildings & building elements |  | |
| Construction materials including road construction materials, concrete & products, cements & products |  | |
| Diamonds, precious metals and jewelry |  | |
| Gas appliances |  | |
| Metals , metal products & alloys including metallic coatings |  | |
| Plastic, polymers, resins & rubber |  | |
| Pressure vessels |  | |
| Steels |  | |
| Tools & machinery |  | |
| Weldments |  | |
| Other (please specify): |  | |

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| **FIRE testing** | |
| **Subfields** |  | |
| Fire resistance testing |  | |
| Reaction to fire testing |  | |
| Other (please specify): |  | |
| **Products** |  | |
| Buildings & building elements |  | |
| Construction materials including road construction materials, concrete & products, cements & products |  | |
| Electrical and electronic equipment, products and installations |  | |
| Glass & ceramics |  | |
| Medical devices/equipment |  | |
| Personal protective equipment including protective clothing |  | |
| Railway equipment |  | |
| Security devices and alarms |  | |
| Textiles, leather and natual/artificial fibre products |  | |
| Wood & wood products |  | |
| Other (please specify): |  | |

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| **SENSORY testing** | |
| **Products** |  | |
| Gases |  | |
| Water |  | |
| Other (please specify): |  | |

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| --- | --- |
| **Software and communication testing** | |
| **Subfields** |  |
| EVC (European Vital Computer) testing in ERTMS |  |

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| **Other** |

Please specify the test field(s) and product(s):

Complementary information :

#### 4.1.2 for calibration laboratories: (CAL ISO/IEC 17025)

|  |  |
| --- | --- |
| **DC/LF electricity** |  |
| Direct voltage |  |
| Direct current |  |
| Alternating voltage |  |
| Alternating current |  |
| Power and energy |  |
| Impedance (DC/LF) |  |

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| **High frequency electricity** |  |
| High frequency |  |
| Voltage / CW Flatness |  |
| Impedance |  |
| High frequency power |  |
| Noise |  |
| Electrical /magnetic field quantities/EMC/EMI/TEM cell |  |

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| **MAGNETIC QUANTITIES** |  |
| Magnetic flux density |  |
| Magnetic material properties |  |

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| **TIME AND FREQUENCY** |  |
| Absolute time |  |
| Relative time |  |
| Timeinterval and amplitude |  |

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| **DIMENSIONAL QUANTITIES** |  |
| Length |  |
| Length gauges |  |
| Angle gauges |  |
| Index tables |  |
| Clinometers |  |
| Line scales, distances |  |
| Length measuring instruments |  |
| Diameter |  |
| Form error |  |
| Roughness |  |
| Thread quantities |  |
| Coordinate measuring machines |  |
| Angle (meas.instruments) |  |

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| **FORCE** |  |

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| **TORQUE** |  |

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| **MASS** |  |
| Mass (mass and density of mass std) |  |
| Weighing instruments |  |

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| **PRESSURE AND VACUUM** |  |
| Gas pressure |  |
| Liquid pressure |  |
| Vacuum quantities |  |

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| --- | --- |
| **Acoustical quantities** |  |
| Acoustical pressure |  |
| Transducers (electrical quantities) |  |

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| **Accelerometry** |  |

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| --- | --- |
| **Ultrasonics** |  |

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| **Density and viscosity** |  |
| Mass, volume and density of gases and liquids |  |

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| --- | --- |
| **Flow of gas / LIQUIDS** |  |
| Gas flow rate |  |
| Gas flow transducers |  |
| Velocity of gases |  |
| Volume of flowing liquids |  |
| Liquid flow rate |  |
| Liquid flow transducers |  |

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| --- | --- |
| **Optical quantities** |  |
| Radiometric quantities |  |
| Photometric quantities |  |
| Optical system properties |  |
| Luminous Flux |  |
| Optical power |  |
| Glass fibers |  |

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| **Ionising radiation and radioactivity** |  |
| Radiometric quantities |  |
| Dosimetric quantities |  |
| Radioprotection quantities |  |
| Activity of radioactive sources |  |

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| **Temperature** |  |
| Resistance thermometers |  |
| Standard Platinum Resistance Thermometers (SPRTs) |  |
| Thermocouples |  |
| Self Indicating thermometers |  |
| Radiation thermometry |  |
| Radiation sources |  |
| Thermophysical properties |  |
| Simulators / indicators |  |
| Contact thermometry fixed points for realising ITS90 |  |
| Radiation thermometers items for realising ITS90 |  |
| Temperature controlled chambers |  |
| Other temperature enclosures |  |
| Bridge linearity |  |
| Cold junction compensation |  |

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| **Humidity** |  |
| Hydrometers |  |
| Other instruments for humidity |  |
| Generators for humidity |  |
| Humidity of temperature controlled chambers |  |

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| **Chemical analysis** |  |
| Analytical instruments / monitors |  |
| pH measuring equipment |  |
| Hardness (of water) |  |
| Olfactometry (odour) |  |
| Dilution instruments |  |
| Calorific value/ Wobbe index |  |

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| **Reference Measurements** |  |
| Amount of substance |  |
| Amount of substance in laboratory medicine (ISO 15195) |  |
| Gas mixtures |  |
| Hardness |  |

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| **Other** |

Please specify the test field(s) and product(s):

Complementary information :

#### 4.1.3 for medical and veterinary laboratories (MED ISO 15189 / TEST ISO/IEC 17025)

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| --- | --- |
| **pathological Anatomy** | |
| **Subfields** |  |
| Histology |  |
| Cytology |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |
| Animal material, tissues and fluids |  |
| Non-molecular techniques |  |
| Molecular techniques |  |

|  |  |
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| **Clinical Chemistry** | |
| **Subfields** |  |
| Biochemistry |  |
| Hormonology |  |
| Tumor markers |  |
| Therapeutic drug monitoring |  |
| Toxicoloy |  |
| Non-infectious serology |  |
| Metabolic disorders |  |
| Prenatal and neonatal screening |  |
| Gasometry |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |
| Animal material, tissues and fluids |  |
| Non-molecular techniques |  |
| Molecular techniques |  |

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| **Haematology** | |
| **Subfields** |  |
| Cellular heamatology |  |
| Immunohaematology |  |
| Coagulation |  |
| Acquired diseases |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |
| Animal material, tissues and fluids |  |
| Non-molecular techniques |  |
| Molecular techniques |  |

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| **Microbiology** | |
| **Subfields** |  |
| Bacteriology |  |
| Mycology |  |
| Parasitology |  |
| Virology |  |
| Infectious serology |  |
| HIV testing |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |
| Animal material, tissues and fluids |  |
| Non-molecular techniques |  |
| Molecular techniques |  |

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| **fertility** | |
| **Subfields** |  |
| Embryology |  |
| Andrology |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |
| Animal material, tissues and fluids |  |

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| **Genetics** | |
| **Subfields** |  |
| Acuired cytogenetics |  |
| Constitutional cytogenetics |  |
| Acquired genetic testing |  |
| Constitutional genetic testing |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |
| Animal material, tissues and fluids |  |

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| **Point of care testing (POCT) (ISO 15189 + ISO 22870)** | |
| **Subfields** |  |
| Clinical chemistry |  |
| Haematology |  |
| Microbiology |  |

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| **Other** |

Please specify the test field(s) and product(s):

Complementary information:

### 4.2. for the evaluation of reference materials producers

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| --- | --- |
| **Production of reference materials (ISO 17034)** | |
| **GENERAL** |  |
| Statistics related to the process of reference material production (e.g. ISO Guide 35) |  |

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| **Fields** |  |
| Food (incl.drinks) and feed products |  |
| Environmental samples |  |
| Construction products |  |
| Industrial and consumer materials (metals, plastics, textiles, fuels…) |  |
| Gases |  |
| Pharmaceutical products |  |
| Human health |  |
| Veterinary health |  |
| Nuclear and radioactive material |  |
| Other (please specify): |  |
| **Subfields** |  |
| Chemical |  |
| Microbiological |  |
| Physical |  |
| Mechanical |  |
| Serological |  |
| Molecular biological |  |
| Other (please specify): |  |

Complementary information :

### 4.3. for the evaluation of proficiency testing providers(PT)

|  |
| --- |
| **Proficiency testing (ISO/IEC 17043)** |

|  |  |
| --- | --- |
| **GENERAL** | |
| Statistics related to the process of proficiency testing (e.g. ISO 13528) |  |

|  |  |
| --- | --- |
| **RELATED TO TESTING** | |
| **fields** |  |
| Food (incl. drinks) and feed products |  |
| Environmental samples (water, soil, air …) |  |
| Forensic samples |  |
| Construction products |  |
| Industrial and consumer materials (metals, plastics, textiles, fuels …) |  |
| Veterinary samples |  |
| Pharmaceutical products |  |
| Electric and electronic devices |  |
| Other (please specify): |  |
| **Subfields** |  |
| Chemical |  |
| Biological |  |
| Microbiological |  |
| Physical |  |
| Sensory |  |
| Mechanical |  |
| Non-destructive |  |
| Resistance and reaction to fire |  |
| Molecular biological |  |
| Sampling |  |
| Other (please specify): |  |

|  |  |
| --- | --- |
| **RELATED TO CALIBRATION** | |
| **fields** |  |
| Electrical and magnetic quantities |  |
| Time and Frequency |  |
| Dimensional quantities |  |
| Force / Torque / Mass quantities |  |
| Pressure |  |
| Acoustics |  |
| Accelerometry |  |
| Ultrasonics |  |
| Density and Viscosity |  |
| Flow of gas / liquids |  |
| Optical quantities |  |
| Ionising and radioactivity |  |
| Temperature |  |
| Humidity |  |
| Other (please specify): |  |

|  |  |
| --- | --- |
| **RELATED TO MEDICAL TESTING** | |
| **fields** |  |
| Chemistry |  |
| Haematology |  |
| Serology |  |
| Hormonology |  |
| Microbiology |  |
| Pathology |  |
| Genetics |  |
| Toxicology |  |
| Other (please specify): |  |

Complementary information:

### 4.4 for the evaluation of certification bodies for management systems (MS) ISO/IEC 17021-1

|  |
| --- |
| 4.4.1. Quality, Health , safety and environmentAL management systems |

**4.4.1.1. Quality, Health and safety**

|  |  |
| --- | --- |
| ISO 9001 + ISO 17021 -3 |  |
| ISO 45001 + ISO 17021-10 + wetgeving |  |
| SCC (Standard Safety checklist Contractors) & SCT (Safety and Health Checklist for Temporary Workers) |  |

|  |  |  |
| --- | --- | --- |
| IAF sector | Beschrijving |  |
| 1 | Agriculture, forestry and fishing |  |
| 2 | Mining and quarrying |  |
| 3 | Food products, beverages and tobacco |  |
| 4 | Textile and textile products |  |
| 5 | Leather and leather products |  |
| 6 | Wood and wood products |  |
| 7 | Pulp, paper and paper products |  |
| 8 | Publishing companies |  |
| 9 | Printing companies |  |
| 10 | Manufacture of coke and refined petroleum products |  |
| 11 | Nuclear fuel |  |
| 12 | Chemical, chemical products and fibres |  |
| 13 | Pharmaceuticals |  |
| 14 | Rubber and plastic products |  |
| 15 | Non-metallic mineral products |  |
| 16 | Concrete, cement, lime, plaster … |  |
| 17 | Basic metals and fabricated metal products |  |
| 18 | Machinery and equipment |  |
| 19 | Electrical and optical equipment |  |
| 20 | Shipbuilding |  |
| 21 | Aerospace |  |
| 22 | Other transport equipment |  |
| 23 | Manufacturing not elsewhere classified |  |
| 24 | Recycling |  |
| 25 | Electricity supply |  |
| 26 | Gas supply |  |
| 27 | Water supply |  |
| 28 | Construction |  |
| 29 | Wholesale and retail trade |  |
| 30 | Hotels and restaurants |  |
| 31 | Transport, storage and communication |  |
| 32 | Financial intermediation; real estate; renting |  |
| 33 | Information technology |  |
| 34 | Engineering services |  |
| 35 | Other services |  |
| 36 | Public administration |  |
| 37 | Education |  |
| 38 | Health and social work |  |
| 39 | Other social services |  |

Please provide a justification for the selected standards and IAF sectors ie: the basis on which the competence is based (education, work or other experience - possibly with reference to a detailed resume)

Justification:

Standard :

IAF code (s): (please clarify whether these apply to all standards, or if not to which standard specifically:

**4.4.1.2. Environment**

|  |  |
| --- | --- |
| ISO 14001 (\*) + ISO 17021-2 + legislation |  |
| ISO 50001 (\*) + ISO 50003 |  |
| EMAS (\*) (basic requirement = ISO 14001) |  |
| Achilles prevention and care system for soil remediation activities  (Milieubeleidsovereenkomst betreffende de invoering van een milieuzorgsysteem in het kader van bodemsaneringswerken, B.S. 01.07.2004) |  |
| Asbest verwijderaars (Belac 2-405 Asbestos removers)  (Koninklijk besluit van 28 maart 2007 betreffende de erkenning van ondernemingen en werkgevers die sloop- of verwijderingswerkzaamheden uitvoeren waarbij belangrijke hoeveelheden asbest kunnen vrijkomen) |  |
| NTMB zorgsysteem |  |

(\*) please indicate the relevant IAF codes in the table below

|  |  |  |
| --- | --- | --- |
| **IAF sector** | **Beschrijving** |  |
| 1 | Agriculture, forestry and fishing |  |
| 2 | Mining and quarrying |  |
| 3 | Food products, beverages and tobacco |  |
| 4 | Textile and textile products |  |
| 5 | Leather and leather products |  |
| 6 | Wood and wood products |  |
| 7 | Pulp, paper and paper products |  |
| 8 | Publishing companies |  |
| 9 | Printing companies |  |
| 10 | Manufacture of coke and refined petroleum products |  |
| 11 | Nuclear fuel |  |
| 12 | Chemical, chemical products and fibres |  |
| 13 | Pharmaceuticals |  |
| 14 | Rubber and plastic products |  |
| 15 | Non-metallic mineral products |  |
| 16 | Concrete, cement, lime, plaster … |  |
| 17 | Basic metals and fabricated metal products |  |
| 18 | Machinery and equipment |  |
| 19 | Electrical and optical equipment |  |
| 20 | Shipbuilding |  |
| 21 | Aerospace |  |
| 22 | Other transport equipment |  |
| 23 | Manufacturing not elsewhere classified |  |
| 24 | Recycling |  |
| 25 | Electricity supply |  |
| 26 | Gas supply |  |
| 27 | Water supply |  |
| 28 | Construction |  |
| 29 | Wholesale and retail trade |  |
| 30 | Hotels and restaurants |  |
| 31 | Transport, storage and communication |  |
| 32 | Financial intermediation; real estate; renting |  |
| 33 | Information technology |  |
| 34 | Engineering services |  |
| 35 | Other services |  |
| 36 | Public administration |  |
| 37 | Education |  |
| 38 | Health and social work |  |
| 39 | Other social services |  |

Please provide a justification for the selected standards and IAF sectors ie: the basis on which the competence is based (education, work or other experience - possibly with reference to a detailed resume)

Justification:

Standard :

IAF code (s): (please clarify whether these apply to all standards, or if not to which standard specifically:

|  |
| --- |
| 4.4.2. MEDICAL DEVICES |

|  |  |
| --- | --- |
| ISO 13485 |  |
| Non-active medical devices |  |
| Active Medical Devices (non implantable) |  |
| Active implantable Medical Devices |  |
| In Vitro Diagnostic Medical Devices (IVD) |  |
| Sterilization Method for Medical Devices |  |
| Devices incorporating/ utilizing specific substances / technologies |  |
| Parts or services |  |

Please provide a justification for the selected standard and activities

|  |
| --- |
| 4.4.3. FOOD and feed SAFETY |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | ISO 22000 (\*) + ISO 22003 |  | | FSSC 22000 (\*) |  | | Feed Chain Alliance (Ovocom) |  | | SELF CHECKING GUIDES FASFC**(BELGIAN FEDERAL AGENCY FOR THE SAFETY OF THE FOOD CHAIN)** |  | | Feed (Guide 001) |  | | Mills (Guide 020) |  | | Pesticides and fertilisers (Guides 010, 035) |  | |

***Important note:***

***The self checking guides also fall under inspection and product certification (see §4.5)***

|  |  |
| --- | --- |
| **(\*) Cluster** |  |
| Farming |  |
| Food and Feed Processing |  |
| Catering |  |
| Retail, Transport and Storage |  |
| Auxiliary Services |  |
| (Bio)Chemicals |  |

Please provide a justification of competence for the selected categories and subcategories:

|  |
| --- |
| **4.4.4 Other** |

|  |  |
| --- | --- |
| ISO 27001 + ISO 27006 |  |
| ISO 29990 |  |
| ISO 21001 |  |
| Other: |  |

Please provide a justification of competence for the selected standards:

### 4.5 for the evaluation of certification bodies for products (ISO/IEC 17065) and inspection bodies (ISO/IEC 17020)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **4.5.1. FOOD AND FEED AND RELATED SERVICES** | | | | | |
| **European reglementation** | | | **INSP** | **PROD** |
| Organic Food  (Council Regulation (EC) No 834/2007 of 28 June 2007 on organic production and labelling of organic products and repealing Regulation (EEC) No 2092/91) | | |  |  |
| European registered names for agricultural products and foodstuff  Protected Geografical Indication (PGI), Protected Designation of Origin (DPO), Traditional Speciality Guaranteed (TSG) | | |  |  |
| **Internationals standards** | | | **INSP** | **PROD** |
| Globalgap | | |  |  |
| *Please provide the subcategories:* | | |  | |
| IFS (International Featured Standards) | | |  |  |
| *Please provide the subcategories:* | | |  | |
| BRC (brand reputation Compliance) | | |  |  |
| *Please provide the subcategories:* | | |  | |
| **National specifications and reglementation** | | | **INSP** | **PROD** |
| Vegetable production  (e.g. IKKB, VVA, ) | | |  |  |
| Self-checking guides FASFC(Belgian federal agency for the safety of the food chain) | | |  |  |
|  | Chilled and frozen red meat, chilled and frozen meat products and preparations | G-003 |  |  |
| G-006 |  |  |
| G-018 |  |  |
| G-019 |  |  |
| Fresh and frozen fish, preparations and products containing fresh and frozen fish | G-032 |  |  |
| Dairy | G-002 |  |  |
| G-005 |  |  |
| G-009 |  |  |
| G-034 |  |  |
| Chilled and frozen fruit and vegetables | G-014 |  |  |
| Beverages | G-004 |  |  |
| G-029 |  |  |
| Oils and fats | G-024 |  |  |
| Bakery and baked products, confectionary, snacks and breakfast cereals | G-022 |  |  |
| G-026 |  |  |
| Ready to eat/heat foods - horeca | G-023 |  |  |
| G-025 |  |  |
| G-041 |  |  |
| Dried products, food ingredients | G-011 |  |  |
| G-027 |  |  |
| Pesticides and fertilizers | G-010 |  |  |
| G-028 |  |  |
| G-035 |  |  |
| G-038 partim agrotoelevering |  |  |
| Primary vegetal production | G-040 module A, B en D\*\* |  |  |
| G-033 |  |  |
| Primary animal production | G-030 |  |  |
| G-040 module C\*\* |  |  |
| Animal feed, mills | G-001 |  |  |
| G-020 |  |  |
| G-020 |  |  |
| G-038 partim food/feed |  |  |
| Transport | G-017 |  |  |
| Retail | G-007 |  |  |
| Wholesale Food | G-039 |  |  |
| Feed Chain Alliance (Animal Feed) | | |  |  |
| Other (please specify) : | | |  |  |
| **Processes / plants / services** | | | **INSP** | **PROD** |
| Aquaculture | | |  |  |
| Catering & retailing | | |  |  |
| Cleaning services | | |  |  |
| Distribution, transport (including loading and unloading) and storage | | |  |  |
| Equipment manufacturing | | |  |  |
| Food and feed processing, manufacturing | | |  |  |
| Food packaging, labelling and marking | | |  |  |
| Organic Food Production and Processing | | |  |  |
| Primary animal production (including animal health and welfare) | | |  |  |
| Primary vegetal production | | |  |  |
| Product development | | |  |  |
| Production of food additives | | |  |  |
| Production of pesticides & fertilizers | | |  |  |
| Veterinary services | | |  |  |
| Waste disposal services | | |  |  |
| Water supply services | | |  |  |
| Other (please specify) : | | |  |  |
| **Products** | | | **INSP** | **PROD** |
| Agricultural equipment & machinery | | |  |  |
| Ambient stable food (canned foods, beverages, confectionary, dried foods,…) | | |  |  |
| Animal feed | | |  |  |
| Animal material, tissues and fluids | | |  |  |
| Biocides (incl pesticides, fungicides, insecticides & herbicides) | | |  |  |
| Confectionery, bread & bread products | | |  |  |
| Dairy, eggs & egg products | | |  |  |
| Fertilizers | | |  |  |
| Food packages | | |  |  |
| Fruits & vegetables | | |  |  |
| Meat, poultry & fish (raw/fresh) | | |  |  |
| Plant material (including seeds & grains) | | |  |  |
| Ready to eat or heat food | | |  |  |
| Other (please specify) : | | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.5.2. SAFETY HEALT AND ENVIRONMENT** | | | |
| **Processes / plants / services** | **INSP** | **PROD** |
| Cleaning |  |  |
| Energy production (including green energy production) |  |  |
| Environmental remediation and waste management activities (including water treatment) |  |  |
| Fire safety |  |  |
| Noise emission |  |  |
| Recycling activities |  |  |
| Stack emissions |  |  |
| Storage |  |  |
| Workplace health and hygiene |  |  |
| Other (please specify) : |  |  |
| **Products** | **INSP** | **PROD** |
| Air, atmospheres |  |  |
| Asbestos, fibres, dusts & particulates |  |  |
| Coal, petroleum and refined products including fuels and lubricants |  |  |
| Gases |  |  |
| General Chemicals including inks, dyes, solvents, coolants |  |  |
| (Motor) vehicles, (motor) vehicle accessories & compounds |  |  |
| Packages & packaging material |  |  |
| Photographic equipment |  |  |
| Soil |  |  |
| Waste, pollutants and effluents (solid, liquid, gaseous) |  |  |
| Other (please specify) : |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.5.3. Construction** | | | |
| **Specifications / standars / sector schemes** | **INSP** | **PROD** |
| Product marks/specifications for construction products  (e.g. BENOR, ATG, COPRO…) |  |  |
| Other (please specify) : |  |  |
| **Products** | **INSP** | **PROD** |
| Building elements  (including walls, doors, windows, roof material…) |  |  |
| Concrete, cement and masonry products |  |  |
| Construction glues & adhesives |  |  |
| Fixed fire fighting systems |  |  |
| Geotextile |  |  |
| Glass |  |  |
| Gypsum based construction products |  |  |
| Insulation products |  |  |
| Metals |  |  |
| Road construction materials |  |  |
| Wastewater installation |  |  |
| Wood |  |  |
| Mechanical installations |  |  |
| Pipes and pipelines |  |  |
| Storage |  |  |
| Other (please specify) : |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.5.4. Electrotechnics & electronics** | | | |
| **Specifications / standars / sector schemes** | **INSP** | **PROD** |
| Product marks/specifications for electrical or electronic products  (e.g. CEBEC,…) |  |  |
| Product marks/specifications for (building) intrusion protection systems  (e.g. INCERT,…) |  |  |
| Product marks/specifications for fire detection and extinguishing systems  (e.g. BOSEC, Belgian legislation,…) |  |  |
| Conformity to EMC standards  (e.g. CoC (Certificate of Compliance),…) |  |  |
| Other (please specify) : |  |  |
| **Processes / plants / services** | **INSP** | **PROD** |
| Security companies |  |  |
| Other (please specify) : |  |  |
| **Products** | **INSP** | **PROD** |
| Electrical equipment, products and installations |  |  |
| Electronic equipment, products and installations |  |  |
| Equipment connected to medium-voltage power grid |  |  |
| Security devices & alarms |  |  |
| Other (please specify) : |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **4.5.5. Heating, Ventilation and Air Conditioning (HVAC)** | | | | |
| **Products** | **INSP** | **PROD** |
| Gas appliances |  |  |
| Gas installations |  |  |
| Heating and cooling equipment |  |  |
| Steam vessels |  |  |
| Other (please specify) : |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.5.6. Industry and manufacture** | | | |
| **Products** | **INSP** | **PROD** |
| Boilers |  |  |
| Coal, petroleum and refined products including fuels and lubricants |  |  |
| Chemicals and chemical products |  |  |
| Metals, metal products & alloys including metallic coatings |  |  |
| Non-metallic coatings, including paints, varnishes |  |  |
| Motor) vehicles, (motor) vehicle accessories and compounds |  |  |
| Wood & wood products |  |  |
| Engines and power generators |  |  |
| Railway equipment |  |  |
| Lifts and lifting equipment |  |  |
| Containers |  |  |
| Storage tanks and reservoirs |  |  |
| Pneumatic and hydraulic equipment |  |  |
| Pressure vessels and compressors |  |  |
| Tools and machinery |  |  |
| Weldments |  |  |
| Other (please specify) : |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.5.7. Entertainement and recreation (INSP)** | | | |
| **Products** |  |
| Betting and gambling games |  |
| Playground |  |
| Other (please specify): |  |

|  |  |  |
| --- | --- | --- |
| **4.5.8. Measuring equipment (INSP)** | | |
| **Products** |  |
| Tachimeter |  |
| Taximeter |  |
| Volumetric equipment |  |
| Weighing equipment |  |
| Other (please specify): |  |

|  |  |  |
| --- | --- | --- |
| **4.5.9. Forensics (INSP)** | | |
| **Processes / plants / services** |  |
| Crime scene investigation |  |
| Autopsy |  |
| Other (please specify): |  |
| **Products** |  |
| Human material, tissues and fluids |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.5.10. ICT and Cybersecurity (PROD)** | | | |
| **eIDAS (EU 910/2014)** | |  |
|  | electronic signatures |  |
|  | electronic seals, time stamp, electronic delivery service and website authentication |  |
|  | electronic archiving |  |
|  | electronic delivery service |  |
|  | time stamp |  |
|  | Website authentication |  |
| Other (please specify): | |  |

If you have competencies for inspections or product certification schemes other than those specified above, please specify them below:

|  |  |  |
| --- | --- | --- |
| **Specifications / standars / sector schemes** | **INSP** | **PROD** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Processes / plants / services** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Products** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Informations complémentaires:

### 4.6 for the evaluation of certification bodies for personnel (ISO/IEC 17024)

|  |
| --- |
| **general knowledge of schemes - evaluation methodology (exams)** |

|  |  |
| --- | --- |
| Description |  |
| Test centers |  |
| Welders |  |
| Plastic welders |  |
| Installers of fire doors |  |
| Non-destructive testing personnel (inspectors) |  |
| Other (please specify) :: |  |

Complementary information:

### 4.7. for the evaluation of ETSEmission Trading Scheme verifiers (ISO 14065)

|  |  |  |  |
| --- | --- | --- | --- |
| EU ETS (Regulation EC 600/2012) | | |  |
| Cluster | Activity groep | Scope of accreditation |  |
| A | 1a | Combustion of fuels in installations where only commercial standard fuels as defined in regulation (EU) N° 601/2012 are used or where natural gas is used in category A or B installations |  |
| 1b | Combustion of fuels in installations without restrictions |  |
| 7 | * Production of pulp from timber or other fibrous material * Production of paper or cardboard |  |
| B | 6 | * Production of cement clinker * Production of lime or calcination of dolomite or magnesite * Manufacture of glass including glass fibre * Manufacture of ceramic products by firing * Manufacture of mineral wool insulation materia * Drying or calcination of gypsum or production of plaster boards and other gypsum products |  |
| C | 2 | Refining of mineral oils |  |
| 8 | * Production of carbon black * Production of ammonia * Production of bulk organic chemicals by cracking, reforming, partial or full oxidation or by similar processes * Production of hydrogen (H2) and synthesis gas by reforming or partial oxidation * Production of soda ash (Na2CO3) and sodium bicarbonate (NaHCO3) |  |
| D | 3 | * Production of coke * Metal ore (including sulphide ore) roasting or sintering, including pelletisation * Production of pig iron or steel (primary or secondary fusion) including continuous casting |  |
| 4 | * Production or processing of ferrous metals (including ferro-alloys) * Production of secondary aluminium * Production or processing of non-ferrous metals, including production of alloys |  |
| 5 | Production of primary aluminium (CO 2 and PFC emissions) |  |
| E | 9 | * Production of nitric acid (CO2 and N2O emissions) * Production of adipic acid (CO2 and N2O emissions) * Production of glyoxal and glyoxylic acid (CO2 and N2O   emissions)   * Production of caprolactame |  |
| F | 10 | Capture of greenhouse gases from installations covered by Directive 2003/87/EC for the purpose of transport and geological storage in a storage site permitted under Directive 2009/31/EC  Transport of greenhouse gases by pipelines for geological storage in a storage site permitted under Directive 2009/31/EC |  |
| 11 | Geological storage of greenhouse gases in a storage site permitted under Directive 2009/31/EC |  |
| G | 12 | Aviation activities (emissions and tonne-kilometre data) |  |
| H | 98 | Other activities pursuant to Article 10a of Directive 2003/87/EC. |  |
| I | 99 | Other activities, included by a Member State pursuant to Article 24 of Directive 2003/87/EC, to be specified in detail in the accreditation certificate |  |

Complementary information:

### 4.8 for the evaluation of notified bodies

|  |
| --- |
| **☐ general knowledge – modules and other evaluation methodology** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Directive/ Regulation** | TEST\* | INSP | PROD | MS |
| Simple Pressure Vessels |  |  |  |  |
| Safety of toys |  |  |  |  |
| Construction products |  |  |  |  |
| Electromagnetic compatibility (EMC) |  |  |  |  |
| Machinery |  |  |  |  |
| Personal protective equipment (PPE) |  |  |  |  |
| Non-automatic weighing instruments |  |  |  |  |
| Active implantable medical devices |  |  |  |  |
| Appliances burning gaseous fuels |  |  |  |  |
| Hot-water boilers |  |  |  |  |
| Explosives for civil uses |  |  |  |  |
| Medical devices |  |  |  |  |
| Equipment explosive atmospheres (ATEX) |  |  |  |  |
| Recreational craft |  |  |  |  |
| Lifts |  |  |  |  |
| Pressure equipment |  |  |  |  |
| In vitro diagnostic medical devices |  |  |  |  |
| Radio Equipment and Telecommunications Terminal Equipment |  |  |  |  |
| Cableway installations |  |  |  |  |
| Measuring instruments |  |  |  |  |
| Pyrotechnic articles |  |  |  |  |
| Marine equipment |  |  |  |  |
| Interoperability of rail systems |  |  |  |  |
| Transportable pressure equipment |  |  |  |  |
| Noise emission in the environment by equipment for use outdoors |  |  |  |  |

Please provide justification for the indicated choice (s):

***Important note:***

***The choice of standards is described in Belac 2-404 or in documents 2-405.***

Complementary information:

## 5. Annex aCCEPTANCE OF Assessment assignments and statement of confidentiality

**I, the undersigned, formally commit myself to treat all assessment missions I receive from the BELAC secretariat independent and impartial. I hereby declare, as BELAC team member, for all assessments:**   
  
- to aspire maximum objectivity in all circumstances;   
- to inform the BELAC secretariat immediately in case of any potential conflict of interest and/or each other reason which makes it impossible to accept the assessment assignment;   
 - to treat information confidential and to respect in all circumstances the deontological rules as stipulated by BELAC;   
- to be aware of the general rights and to respect the duties of assessors and experts (BELAC 3-05 §6 and 7)   
- to have taken note of accreditation criteria as stipulated in the Royal Decree of 31 January 2006 concerning the creation of BELAC;   
- to perform the evaluation in accordance with the general provisions as mentioned in the Royal Decree above and the specific BELAC procedures;   
- to accept the financial arrangements associated with the assignment;   
  
 **I accept that assignments cannot be considered as employment contracts with BELAC.**

I agree to all the above mentioned provisions

Date:  Name or electronic signature: