



**TERMS OF REFERENCE  
ACCREDITATION COMMITTEE**

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## **FURTHER INFORMATION**

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## 1. INTRODUCTION

### 1.1 Purpose

1.1.1 The Accreditation Committee oversees matters related to the application of ISO/IEC 17011.

1.1.2 This document defines the terms of reference for the Global ACI Accreditation Committee.

### 1.2 Scope

1.2.1 This document applies to all Global ACI members in the application of ISO/IEC 17011.

1.2.2 These terms of reference should be read in conjunction with Global ACI-GOV-008 *Permanent Committees and Subordinate Groups*.

## 2. TERMS OF REFERENCE

### 2.1 Responsibilities of the Accreditation Committee

2.1.1 Establish consensus-based positions on accreditation issues to promote consistency and harmonisation across the accreditation practices of accreditation bodies.

2.1.2 Discuss and prepare opinions and proposals for decisions related to the harmonised implementation of ISO/IEC 17011, including relevant topics raised by the Global ACI Arrangement Committee or Technical Committees. Prepare associated resolutions for the General Assembly.

2.1.3 Maintain and develop associated Global ACI application documents.

2.1.4 Promote the consistent application of ISO/IEC 17011 and associated Global ACI application documents across members and stakeholders.

2.1.5 Provide clear and timely answers to questions from members and maintain a list of frequently asked questions (FAQs) to support transparency and knowledge sharing.

2.1.6 Develop and maintain a close relationship with Global ACI's Technical Committees and the Arrangement Committee to ensure smooth communication and collaboration.

2.1.7 Discuss and prepare decisions on issues of common interest across all conformity assessment activities within its scope.

2.1.8 Liaise with ISO and other relevant bodies to address accreditation practices and ensure alignment with international standards and best practices.

2.1.9 Develop application documents within its scope of activity to support harmonised practices and clarity for members.

2.1.10 Identify opportunities for closer cooperation between accreditation bodies and propose actionable measures to strengthen collaboration.

- 2.1.11 Educate, in conjunction with other Global ACI permanent committees as appropriate, members and stakeholders on accreditation practices, fostering awareness and understanding of evolving industry and regulatory needs.
- 2.1.12 Monitor the development of standards used for accreditation and recommend updates to Global ACI procedural documents as necessary.
- 2.1.13 Identify and address issues affecting the consistency and harmonisation of accreditation practices, proposing solutions for continuous improvement.
- 2.1.14 Liaise with the Global ACI Stakeholder Committee to identify future needs.
- 2.1.15 Identify and appoint Global ACI experts to appropriate/applicable ISO Working Groups.
- 2.1.16 Maintain liaisons with standards committees and scheme owners.

## 2.2 Meetings

The Accreditation Committee shall generally meet annually in conjunction with the Annual General Meeting of Global ACI. However, as needed, it may conduct its work through virtual meetings or correspondence.

## 3. AMENDMENT TABLE

Section	Previous Version	Summary Of Changes
All	-	New issue of the establishment of Global Accreditation Cooperation Incorporated
All	1.0	Changing Global Accreditation Cooperation Incorporated to Global ACI, including updating of Global ACI contact details