



TERMS OF REFERENCE
ACCREDITATION COMMITTEE WORKING GROUP
DIGITAL TRANSFORMATION

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FURTHER INFORMATION

For further information on this document or other Global Accreditation Cooperation Incorporated (Global ACI) documents, contact the Global ACI Secretariat.

Email: secretariat@global-aci.org

Phone: +1 (571) 569-2614

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TABLE OF CONTENTS

1.	INTRODUCTION	4
1.1	Purpose	4
1.2	Scope	4
2.	TERMS OF REFERENCE	4
2.1	Responsibilities of the Working Group Digital Transformation	4
2.2	Meetings	5
3.	AMENDMENT TABLE.....	5

1. INTRODUCTION

1.1 Purpose

- 1.1.1 The Working Group Digital Transformation supports the Accreditation Committee in reviewing the implications of digital transformation, automation, artificial intelligence and other emerging technologies for accreditation and conformity assessment, and in identifying where guidance, clarification or policy development may be beneficial to maintain confidence in accredited conformity assessment.
- 1.1.2 This document defines the Terms of Reference for the Global Accreditation Cooperation Incorporated (Global ACI) Working Group Digital Transformation.

1.2 Scope

- 1.2.1 This document applies to the work of the Global ACI Working Group Digital Transformation.
- 1.2.2 These Terms of Reference should be read in conjunction with Global ACI-GOV-008 *Permanent Committees and Subordinate Groups* and Global ACI-GOV-011 *Terms of Reference – Accreditation Committee*.

2. TERMS OF REFERENCE

2.1 Responsibilities of the Working Group Digital Transformation

- 2.1.1 Monitor developments in digital transformation and emerging technologies that may impact accreditation and conformity assessment.
- 2.1.2 Identify opportunities, challenges and risks arising from digital transformation and provide recommendations to the Accreditation Committee.
- 2.1.3 Develop, maintain and recommend revisions to Global ACI documents, rules, policies, guidance documents and other technical resources to ensure they reflect developments in digital transformation, new technologies and industry expectations relating to accredited conformity assessment.
- 2.1.4 Promote the responsible, trustworthy and effective application of artificial intelligence and other digital technologies within accreditation and conformity assessment, while ensuring that their adoption does not compromise the integrity, impartiality, competence or quality of accreditation and conformity assessment.
- 2.1.5 Develop recommendations and guidance on matters relating to artificial intelligence, including governance, ethical considerations, competence, risk management, oversight, security and transparency.
- 2.1.6 Monitor relevant international standards, regulatory developments and technological initiatives relating to digital transformation and provide recommendations to the Accreditation Committee where appropriate.
- 2.1.7 Liaise with international organisations, standards development organisations, regulators, industry groups and other interested parties to promote efficient and effective approaches to digital transformation, including remote assessment methods, terminology, standards development and the sharing of best practices.
- 2.1.8 Promote collaboration and the exchange of knowledge, experience and best practices among Global ACI members regarding digital transformation.

- 2.1.9 Identify competency needs relating to digital transformation and support the development of guidance and educational resources.
- 2.1.10 Recommend mechanisms that enable Global ACI to embrace new methods, techniques and technologies for the delivery and evolution of accredited conformity assessment.
- 2.1.11 Develop and maintain a work plan aligned with the Accreditation Committee Work Plan.
- 2.1.12 Report regularly to the Accreditation Committee on its activities, recommendations and progress.

2.2 Meetings

The Working Group Digital Transformation shall conduct its work through virtual meetings and correspondence.

3. AMENDMENT TABLE

Section	Previous Version	Summary Of Changes
All	-	Initial issue of Global ACI document