



October 14, 2021

TO: IAS – FIELD EVALUATION BODIES AND OTHER INTERESTED PARTIES.

SUBJECT: Proposed Revisions to the Accreditation Criteria for Field Evaluation of Unlisted Electrical Equipment, AC354-202112-R0 (DS)

Hearing Information:

IAS Accreditation Committee
Tuesday, December 14th, 2021
8:30 AM (California – PST)
WebEx Meeting – Refer to IAS website for details.

Dear Madam or Sir:

Proposed Revisions to the Accreditation Criteria for **Accreditation Criteria for Field Evaluation of Unlisted Electrical Equipment**, (AC354) has been placed on the agenda for committee consideration at the above-noted meeting.

Proposed changes include:

SN	Change	Staff Rationale
1	Clause 5.1.1: Clause updated to refer applicants and accredited bodies back to equipment calibration requirements of NFPA 790 and ISO/IEC 17020.	This change avoids duplication of requirements and ensures applicants and accredited bodies maintain their conformance to the normative Standards itself.
2	Clause 5.1.2 – Delete Clause.	Staff identified this is a legacy requirement which allowed for digital records, instead of hard copies. ISO/IEC 17020 and NFPA 790 have clear record retention requirements, and as such does not mandate specific mechanism for record retention – electronic vs. hard copy. Staff identified this as a non-value adding clause.

You are cordially invited to submit written comments, or to attend the WebEx committee hearing and present verbal comments. Written comments will be forwarded to the committee, **prior to the hearing**, if received by November 14, 2021. For your convenience, a comment form is provided. The link can be found on the Accreditation Committee meeting page on the IAS website, www.iasonline.org. Comments must be emailed to iasinfo@iasonline.org.

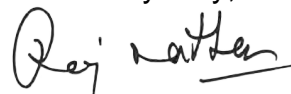
Parties interested in proposed revised criteria may deliver written communications and submissions regarding such proposed criteria to IAS within approximately 30 days of posting of the public notice on the IAS website. The committee shall be informed of all pertinent written communications received by IAS. Any relevant communication and changes to a criteria arising from the written communication/submission shall be posted to the IAS website prior to the meeting.

Participants at the accreditation committee meetings shall have the opportunity to speak on the proposed criteria to provide information to the committee. Committee meetings are generally held by electronic means. Participants are responsible to ensure access to appropriate computer equipment, software, and internet connectivity to ensure effective participation during the meeting.

Your cooperation is requested in forwarding to IAS, as noted above, all material directed to the committee. Prior to the hearing, parties interested in the deliberations of the committee should refrain from communicating, whether in writing or verbally, with committee members regarding agenda items. The committee reserves the right to refuse communications that do not comply with this request.

If you have any questions, please contact IAS at 562-364-8201. You may also reach us by e-mail at iasinfo@iasonline.org.

Yours very truly,



Raj Nathan
President

Enclosures: Proposed Revised AC354

cc: Accreditation Committee

1 **PROPOSED REVISIONS TO THE ACCREDITATION CRITERIA FOR FIELD**
2 **EVALUATION OF UNLISTED ELECTRICAL EQUIPMENT**

3
4 **AC354**

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7 **PROPOSED OCTOBER 14, 2021**

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10 **PREFACE**

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14 The attached accreditation criteria have been proposed to provide all interested parties
15 with an opportunity to comment. These criteria may be further revised as needed. The
16 criteria are developed and adopted following public hearings conducted by the
17 International Accreditation Service, Inc. (IAS), Accreditation Committee and are
18 effective on the first of the month following approval by the Accreditation Committee, but
19 no earlier than 30 days following the approval.

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22 **PROPOSED REVISIONS TO THE ACCREDITATION CRITERIA FOR FIELD EVALUATION OF**
23 **UNLISTED ELECTRICAL EQUIPMENT**

24
25 **1. INTRODUCTION**

26 **1.1. Scope:** These criteria set forth the requirements for obtaining and maintaining International
27 Accreditation Service, Inc. (IAS), Field Evaluation of Unlisted Electrical Equipment accreditation.
28 These criteria supplement the IAS Rules of Procedure for Field Evaluation Body accreditation.
29

30 **1.2. Normative and Reference Documents:** Publications listed below refer to current editions
31 (unless otherwise stated).

32 **1.2.1.** NFPA 790, Standard for Competency of Third-Party Field Evaluation Bodies.

33 **1.2.2.** NFPA 791, Recommended Practice and Procedures for Unlabeled Electrical
34 Equipment Evaluation.

35 **1.2.3.** ISO/IEC Standard 17025, General requirements for the competence of testing and
36 calibration laboratories.

37 **1.2.4.** ISO/IEC Standard 17020, Conformity assessment – Requirements for the operation of
38 various types of bodies performing inspection.

39 **1.2.5.** ISO/IEC Standard 17000, Conformity assessment — Vocabulary and general
40 principles.
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42 **2. DEFINITIONS**

43 Applicable definition of ISO/IEC Standard 17000 series apply.

44 **2.1. Authority Having Jurisdiction (AHJ):** An organization, office, or individual responsible for
45 enforcing the requirements of a code or standard, or for approving equipment, materials, an
46 installation, or procedure.

47 **2.2. Field Evaluation:** The process used to determine conformance with requirements for one-of-a-
48 kind, limited-production, used, or modified products that are not listed or labeled under a
49 certification program [NFPA 790, Section 3.3.3].

50 **2.3. Field Evaluation Body (FEB):** An organization or part of an organization that performs field
51 evaluations of electrical equipment and is accredited by IAS in accordance with these criteria.

52 **2.4. Field Labeled (as applied to evaluated products):** Equipment or materials to which a label,
53 symbol, or other identifying mark of an FEB has been attached, indicating the equipment or
54 materials were evaluated and found to comply with requirements as described in an
55 accompanying field evaluation report [NFPA 790, Section 3.3.6]. This is not a certification label.

56 **2.5. Listed:** Equipment, materials, or services included in a list published by an organization
57 acceptable to the AHJ and concerned with evaluation of products or services and that maintains
58 periodic inspection of production of listed equipment or materials or periodic evaluation of

59 services, and whose listing states that either the equipment, material, or service meets
60 appropriate designated standards or has been tested and found suitable for a specified purpose.

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62 **3. ELIGIBILITY**

63 Accreditation services are available to organizations that perform field evaluation of unlisted or field-
64 modified electrical equipment installed or to be installed at a specified location in accordance with
65 applicable installation code(s).

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67 **4. REQUIRED BASIC INFORMATION**

68 4.1. Field Evaluation Bodies (FEBs) must demonstrate compliance with the following requirements:

69 4.1.1. NFPA 790, Standard for Competency of Third-Party Field Evaluation Bodies.

70 4.1.2. NFPA 791, Recommended Practice and Procedures for Unlabeled Electrical
71 Equipment Evaluation.

72 4.1.3. ISO/IEC Standard 17020, Conformity assessment – Requirements for the operation of
73 various types of bodies performing inspection.

74 4.1.4. IAS Rules of Procedure for Field Evaluation Body accreditation.

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76 4.2. The FEB must apply for each product category desired to be included in the accredited scope as
77 defined in NFPA 790, Appendix C.

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79 4.3. Applicable recommended practices and procedures in NFPA 791 are mandatory requirements for
80 the purposes of the IAS accreditation.

81

82 **4.4. Required Personnel**

83 4.4.1. Technical Manager(s): The FEB shall designate one or more technical managers with
84 specific documented authority and responsibility for oversight and approval, and for
85 assuring the quality and technical competence of evaluators and associated testing
86 meeting the requirements in NFPA 790.

87 4.4.2. Evaluator: The FEB shall determine evaluator competency for each product category. The
88 evaluator shall meet the requirements of NFPA 790 and must be appropriately trained to
89 inspect products or systems or types of products or systems, and appropriately trained and
90 qualified to conduct any associated testing that may be required.

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92 **5. ADDITIONAL INFORMATION (AS APPLICABLE)**

93 5.1. Performing Field Evaluations: Procedures used for performing and documenting field
94 evaluations shall be in accordance with NFPA 791 and this section:

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96 5.1.1. The FEB shall have test and measuring equipment used in the evaluation appropriately
97 calibrated ~~by a calibration provider accredited to ISO/IEC Standard 17025, by an~~
98 ~~accrediting body that is a signatory to the International Laboratory Accreditation~~
99 ~~Cooperation (ILAC) Mutual Recognition Arrangement (MRA). Records of the~~
100 ~~calibrations shall be maintained in accordance with requirements of NFPA 790 and~~
101 ~~ISO/IEC 17020.~~

102 ~~5.1.2. Digital (electronic) records may be maintained in lieu of hard copies. The FEB must~~
103 ~~have procedures to assure that reports in progress or completed cannot be tampered~~
104 ~~with, either internally or externally, and that reports are backed up (with a copy of the~~
105 ~~backup to be maintained off-site).~~

106 ~~5.1.3-5.1.2.~~ Subcontracting of evaluations to another organization under these criteria is
107 allowed providing the subcontracted organization is also accredited under these
108 criteria. The technical manager employed by the primary FEB must conduct a review of
109 the report. The primary FEB must make the decision on the statement of conformity in
110 accordance with NFPA 790, Chapter 12. The label from the evaluation cannot be
111 applied until after the primary FEB has reviewed the report.

113 5.2. Required Report Information

114 5.2.1. Reports shall be completed in accordance with NFPA 791, and this section. The report
115 must be maintained by the FEB in accordance with record retention time specified in
116 the Management System (MS), but not less than four years. The report shall be
117 provided to the following parties:

118 5.2.1.1. The FEB customer.

119 5.2.1.2. The AHJ.

120 5.2.2. Reports shall accurately and clearly outline the results of evaluations. Report formats
121 may vary, but reports must be easily understandable and readable.

122 5.2.3. Reports shall contain at least the following information:

123 5.2.3.1. FEB customer and their appropriate contact information.

124 5.2.3.2. If the report is an amended/revised report, the amendment or revision information
125 must be clearly identified.

126 5.2.3.3. A statement that the report addresses only the product described in the report, as the
127 product existed at the time of the inspection.

128 5.2.3.4. If the evaluation is subcontracted, that must be specifically stated, with the
129 accreditation information of the subcontracted organization included.

131 6. LINKS TO ADDITIONAL REFERENCES:

132 6.1 National Fire Protection Association – <http://www.nfpa.org/>

133 6.2 International Laboratory Accreditation Cooperation – www.ilac.org

134 6.3 International Organization for Standardization – www.iso.org

135 6.4 International Electrotechnical Commission – www.iec.ch

136 6.5 International Accreditation Service – www.iasonline.org

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138 *These criteria were previously issued August 2006, September 2008, May 2010, August 2012, June 2013,*

139 *February 2016, ~~and~~ April 2017, ~~and~~ July 2021.*