List of Conclusions and Resolutions
agreed at the 31st Meeting of the EA Advisory Board
held on 30 October 2013

Agenda Item 3 - Key topics for discussion
Agenda Item 3.1 - Revision of EA stakeholders’ expectations towards accreditation and EA

The Board:

- agrees that the CAB College rephrases some of their bullet points for clarification purposes;
  *Action CAB College to send proposals to EAAB Secretariat*

- agrees that the EAAB Secretariat should rewrite the document in the light of the comments and editorial suggestions made to the text during the meeting;
  *Action EAAB Secretariat*

- agrees that the rewritten draft should be submitted to the next EAAB meeting in April 2014 for final approval under a “Key topics for discussion” item.
  *Action EAAB Secretariat (draft agenda for preparatory meeting)*

Agenda Item 3.2 - Scope of the IAF MLA

The Board:

- expresses its support for EA’s attempt convincing IAF to define the scope of their MLA according to the relevant international standards for CABs (i.e. level 3 documents), and *in principle* to carry out peer-evaluation including level 4 and 5 documents according to a risk-based approach, taking into account the specific needs (in particular for regulatory schemes);

- supports and requests EA to apply for the 3 sub-scopes FSMS, ISMS and medical device MS (ISO 13485);

- supports the application to IAF to extend the scope of EA to the level 2/3 activity – certification of persons (ISO/IEC 17024).

Agenda Item 4 - EAAB matters
Agenda Item 4.1 - Operational issues: revision of EAAB Terms of Reference (ToR) and Rules of Procedure (RoP)

The Board:

- endorses the revised EAAB ToR, RoP and Supplement to the RoP as proposed at the meeting;

- agrees to include the Supplement into the RoP in order to end up with one single RoP document, and the ToR;

- agrees that an additional 3-week deadline should be provided for submitting comments on the draft minutes by email;
- asks the EAAB Secretariat to clean and rearrange the ToR & RoP package accordingly.
  *Action EAAB Secretariat*
Agenda Item 4.1 - Operational issues: representation on the EAAB

The Board:

- thanks ANEC for the renewal of their membership;
- notes that ECOS has not reacted to the EAAB Chairman’s invitation for participating in the EAAB;
- thanks Stephen Russell from ANEC for his proposal to raise the point with ECOS seeking clarification and confirmation, and to ask them whether they could suggest another environmental organisation to be represented on the EAAB.

*Action ANEC*

Agenda Item 4.2 - Reports from the EAAB MAC and EAAB HHC observers

The Board:

- thanks the EAAB MAC and EAAB HHC observers for their reports;
- expresses doubts as to whether sampling as such can be considered as an accreditable conformity assessment activity;
- requests EA to come up with a harmonized approach on whether sampling as a separate activity can be accredited or not.

*Action EA*

Agenda Item 4.3 - Lack of resources in small ABs: state of play

The Board:

- takes note that EA recognizes the importance of the issue for EA and the EA MLA;
- asks EA to consider taking steps and/or drafting a paper that would suggest appropriate solutions, taking into account the input from the European Commission (EC) and the comments made by the Board.

*Action EA*

Agenda Item 4.4 - New version of revised Blue Guide

The Board congratulates the European Commission (EC) on the progress made with the revision of the Blue Guide, especially with regard to the accreditation chapter.

Agenda Item 4.5 - Template for the statement of equivalence of accreditation of activities

The Board asks EA to provide feedback on the actual use EA Members have made so far of the different templates for the statement of equivalence as revised in October 2012, and to report at the next EAAB meeting in April 2014.

*Action EA*
**Agenda Item 5 - EA matters**

**Agenda Item 5.2 - New EA projects and work items**

The Board endorses the proposed new work item for further revision of EA-6/02: *EA Guidelines on the Use of EN 45011 and ISO/IEC 17021 for Certification to EN ISO 3834*.

The Board endorses the proposed new work items for elaboration of EA guidance on:
- Point Of Care Testing (POCT);
- opinions and interpretations.

The Board endorses the proposed new work item for elaboration of EA guidance on surveillance audits, and asks EA to take into account, as far as relevant, the Orgalime paper drafted in May 2011 on "Assessment and surveillance of notified bodies using subcontractors and subsidiaries in third countries", and to evaluate if that issue should better be discussed at the international level.

**Agenda Item 5.3 - Review of the EA policy for conformity assessment schemes (EA-1/22)**

The Board:
- takes note of the suggestion by the Industry College for EA to further clarify the criteria for market relevance to be demonstrated by scheme owners in order to ensure coherence of the system and to prevent the risk of proliferation of sector schemes with possibly contradicting requirements leading to confusion in the market place;
- notes EA’s suggestion to let the process go on and to ask for stakeholders’ comments on the revised draft of EA-1/22.

**Agenda Item 5.4 - Short report on progress with development of the “Accreditation for Notification” package**

The Board thanks EA for reporting on the progress made so far on the elaboration of the “Accreditation for Notification” package, and asks EA for a presentation of the draft package at the next EAAB meeting in April 2014.

**Action EA**

**Agenda Item 5.5 - US EPA scheme on certification and accreditation against Formaldehyde Standards for Composite Wood Products**

The Board:
- takes note of the issue and thanks EA for having informed the EAAB of it;
- acknowledges that EA comments have been put forward to IAF and ILAC;
- expresses its support for any way to move forward – either by activities of individual EA Members or by an EA position – for EA finally opting for either one in order to react against the additional requirements defined by the scheme.
Agenda Item 5.6 - Update on the future FPA between EA and EC/EFTA

The Board:

- reasserts its full support to EA for being ensured to obtain the adequate financial resources from the EC;

- invites the EC to make all efforts to avoid any interruption in the financial support allocated to EA;

- asks the EC to make sure that the role of EA as the structure referred to in Regulation (EC) 765/2008, article 14, could not be questioned as a consequence of the possible absence of an agreement between EA and the EC as from 1st January 2014.

Agenda Item 5.7 - Reissuance of the test reports when the trade name or the trademark of the tested product has changed

The Board:

- thanks the CAB College for bringing the issue up for discussion in the Board;

- advises EA not to follow the EA Laboratory Committee’s decision and proposed resolution because of its incorrect phrasing and because it is felt that it does not sufficiently reflect the cases/fields where the test report is used as a type approval certificate;

- asks EA to defer the adoption of a possible resolution until a market survey is completed to obtain more comprehensive feedback from all the sectors concerned;

- thanks EUROLAB for its readiness to conduct such a survey and to report on the results at the next EAAB meeting in April 2014.

Action EUROLAB

Agenda Item 6 - Items for information
Agenda Item 6.1 - Report on complaints and appeals

The Board thanks Daniel Pierre for his report, taking note that the EC’s political assistance may be needed in solving the complaint lodged by TURKAK (Turkey) against CYS-CYSAB (Cyprus).

Agenda Item 7 - EAAB Work Programme

The Board asks the EAAB Secretariat to classify the following two topics (for details refer to the Work Program) as “closed”:

- Development of a united European accreditation system (EAAB M25, current page 1);

- European ABs competing with NABs (EAAB M29, current page 3).

Action EAAB Secretariat