



Work Instructions for Inspection Scopes of Accreditation

1.0 Introduction

- 1.1 This document has been developed by PJLA in order to ensure consistency among inspection body's scopes of accreditation. It establishes guidelines used by PJLA to determine the most accurate expression of defining the organizations competence in conducting inspections in accordance to ISO/IEC 17020:2012 and applicable PJLA policies and procedures. The scope of accreditation documented on the PJLA "Certificate of Accreditation" is the fundamental document attesting to the inspection body's competence to perform the specified inspections

2.0 Inspection Body Types

- 2.1 Inspection body will be defined as Type A, Type B, or Type C inspection body types. The following list criteria which will be used to determine inspection body type.
- 2.1.1 Type A- An inspection body providing third party inspections;
- 2.1.2 Type B- An inspection body providing first party inspections, second party inspections, or both, which forms a separate and identifiable part of an organization involved in the design, manufacture, supply, installation, use or maintenance of the items it inspects and which supplies inspection services only to its parent organization (in-house inspection body);
- 2.1.3 Type C- An inspection body providing first party inspections, second party inspections, or both, which forms an identifiable but not necessarily a separate part of an organization involved in the design, manufacture, supply, installation, use or maintenance of the items it inspects and which supplies inspection services to its parent organization or to other parties, or to both;
- 2.1.4 Annex A in ISO/IEC 17020:2012 should be used as guidance in the determination of independence requirements for each type of inspection body.

3.0 Fields of Inspection

- 3.1 The scope of accreditation will define the specific inspection field which the inspection body is accredited. This is specified as a broad category of inspections in which the specific type or ranges of inspection will fall into. The following is a listing of fields of inspections which are currently specified on the application (LF-1) for inspection bodies.
- Agricultural products
 - Asbestos – Surveying for asbestos on premises
 - Building – Installation of Construction Products
 - Bulk cargoes (e.g., petroleum, coal)
 - Cargoes in containers and packages
 - Cargoes: Transportation of Dangerous Goods and Use of Transportable Pressure Equipment
 - Cast products
 - Cattle Feed Raw Materials
 - Chemical
 - Chicken and Turkey Farms to include Hatcheries and Poultry Meat Slaughter and Cutting
 - Construction – General Building
 - Construction materials (e.g., wood, roofing material, composite material)



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- Cranes
- Electrical
- Engineering
- Farmed Fish
- Fire Protection System and/or Fire Resistant Construction
- Food processing factories (including bottled water, Red and White Meat, and Cutting)
- Foods
- Drugs, Dietary Supplements, Pharmaceuticals
- Forensic
- Forged products
- Gaming or Lottery Equipment and/or Systems
- Gas
- Legionella Risk assessments (bacteria)
- Mechanical/machinery
- Non-Destructive Testing by Personnel Certified to a Recognized Certification Scheme
- Operational Verification – Preparation on-going review & implementation of verification schemes throughout installation lifecycle
- Personal Protective Equipment
- Pipelines
- Pressure Systems (Major, Intermediate, Minor) to include Boilers, Pressure Vessels, Piping and Pipework
- Product Manufacturing
- Protective coatings
- Rolled products
- Social Care Providers - Adult
- Shellfish Purification Plants
- Structures (e.g., steel, concrete)
- Textiles
- Toys - Safety
- Welding
- Other (specify

4.0 Type or Ranges of Inspection

- 4.1 The type or range of inspection should be specific as to what the inspection is encompassing. In other words, what is being inspected or detected by the inspection body within the field of inspection. The following is a list example of fields and common corresponding type or ranges which the field may encompass.

Field	Type or Range of Inspection
Pressure Equipment	Boilers and Pressure Vessels
Fire Protection System and/or Fire Resistant Construction	Sprayed Fire Resistant Materials and Mastic and Intumescent Fire Resistant Coating
Electric	Documentation and Packaging Inspection
	General and Detailed Visual Inspection
	Solvent test for remarking/resurfacing
	X-ray inspection
	XRF lead finish evaluation
	Inspection by Electron Microscope



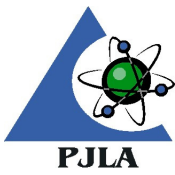
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Field	Type or Range of Inspection
Electric	Solderability
	Acceptability of Electronics Assemblies
	LCR Comparison to datasheet
Asbestos-Surveying for asbestos on premises	Management survey: (domestic, commercial premises)
	Refurbishment and demolition survey: (domestic, commercial premises)
Legionella Risk Assessments	Water Sampling for the purpose of Legionella Risk Assessment
	Total viability counts, Legionella and Pseudomonas
	Indicative water testing for the purpose of Legionella Risk Assessment, pH, conductivity, temperature, bromine, and chlorine
	Total viability counts using dip slides
Cargoes: Transportation of Dangerous Goods and Used of Transportable Pressure Equipment	Periodic in-service inspection including: periodic inspection, intermediate inspection, and exceptional checks

5.0 Specification, Standard Method, or Technique Used

5.1 This should be a clear indication of how the inspection body is performing the inspections under their scope of accreditation. An indication of any reference to documented specification requirements which these inspections are determining whether or not they are being met, should be included. Some examples of appropriate references in specific areas are listed below:

- Pressure Vessels:
 - SPS 341, ANSI/NB 23 ANSI/NB 369,,ANSI/ASME QAI-1,ASME Boiler & Pressure Vessel Code ANSI/ASME B31.1, ANSI/ASME B31.3,ANSI/ASME B31.5, ANSI/ASME PVHO, API 510
- Fire Protection System and/or Fire Resistant Construction:
 - NFPA 80, NFPA 105
- Building – Installation of Construction Products:
 - Special Inspection as per 2014 NYC Construction Code provision inclusive of 1RCNY 101-06, 101-07, FCA Management System Documentation including Inspection Procedure, Version 1.2, Revised 12/04/2015
- Electrical:
 - IEEE 1680:2006 - Standard for Environmental Assessment of Electronic Products, IEEE 1680.2:2012 - Environmental Assessment of Imaging Equipment, IEEE 1680.3:2012 - Environmental Assessment of Televisions
- Drugs, Dietary Supplements, Pharmaceuticals
 - FDA Compliance Program Guidance Manual: Drug Manufacturing Inspections Program 7356.02 21 CFR 1 Subpart L – Foreign Supplier Verification Program



6.0 Finalizing and revising scope

- 6.1 The assessor and the inspection body should work closely together during the initial accreditation and/or revision in defining the Scope of Accreditation. The LF-67 “Supplement Sheet for Inspection” should be used in drafting or revising inspection scopes of accreditation and submitted with the assessment package to PJLA headquarters. As specified in this document, each area should be written as clearly and unambiguously as possible.