

GLOBAL ACCREDITATION  
COOPERATION INCORPORATED  
LOGO

**TERMS OF REFERENCE  
ACCREDITATION COMMITTEE**

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## FURTHER INFORMATION

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

Email: [secretariat@global-accreditation.nz](mailto:secretariat@global-accreditation.nz)

Phone: +1 (571) 569-2614

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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 Accreditation Cooperation Incorporated Accreditation Committee.

### 1.2 Scope

- 1.2.1 This document applies to all Global Accreditation Cooperation Incorporated members in the application of ISO/IEC 17011.
- 1.2.2 These terms of reference should be read in conjunction with Global Accreditation Cooperation Incorporated-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 Accreditation Cooperation Incorporated Arrangement Committee or Technical Committees. Prepare associated resolutions for the General Assembly.
- 2.1.3 Maintain and develop associated Global Accreditation Cooperation Incorporated application documents.
- 2.1.4 Promote the consistent application of ISO/IEC 17011 and associated Global Accreditation Cooperation Incorporated 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 Accreditation Cooperation Incorporated'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 Accreditation Cooperation Incorporated 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 Accreditation Cooperation Incorporated 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 Accreditation Cooperation Incorporated Stakeholder Committee to identify future needs.
- 2.1.15 Identify and appoint Global Accreditation Cooperation Incorporated 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 Accreditation Cooperation Incorporated. 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