

**BOILERS AND PRESSURE
VESSELS SAFETY DIVISION**

**January, 1998
Rev. 0**

ACCREDITATION OF INSPECTION AGENCIES

PART 1

Administrative Requirements

Inspection Agencies shall be accredited by TSSA pursuant to the provisions set forth below.

1. SCOPE OF ACCREDITATION

- (a) The TSSA Certificate of Accreditation shall identify the office locations from which inspection service is controlled and state the scope of inspections for which accreditation is granted. The scope shall be limited to the following:
- Third Party Inspection of nuclear items in accordance with CSA N-285.0 and/or
 - Third Party Inspection of non-nuclear items in accordance with CSA B-51.

In addition, applicants for accreditation in accordance with CSA B-51 may request extension of their scope to include audits and certification of fitting manufacturers to Appendix "H" of CSA B-51.

- (b) Certificates of Accreditation are issued for a 3-year period. TSSA may, at its discretion, limit or extend the scope of inspection and remove or add locations.
- (c) TSSA may, at any time, make regulations concerning the issuance and use of TSSA Certificates as it deems appropriate, and all regulations shall become binding upon the holders of TSSA Certificates.

2. APPLICATION FOR ACCREDITATION

An organization desiring a Certificate of Accreditation shall apply to TSSA describing the basis for qualification as an Inspection Agency and the scope of activities to be accredited. Upon completion of a successful survey¹ and favourable action by TSSA, the applicant shall be granted a TSSA Certificate of Accreditation.

¹ *Survey* is defined as a planned and documented activity performed to determine by investigation, examination, or evaluation of objective evidence the adequacy of compliance with established procedures, instructions, drawings, and other applicable documents, and the effectiveness of implementation. A survey should not be confused with surveillance or inspection activities performed for the sole purpose of process control or product acceptance.

3. EVALUATION FOR A TSSA CERTIFICATE OF ACCREDITATION

- (a) Applicants for a new or renewed TSSA Certificate of Accreditation require a survey at a location or locations where the applicant's inspection activities are controlled. The applicant shall specify the location(s) at which the written Quality Program will be fully demonstrated. It is not necessary to survey each regional office or location covered by the same program provided documentation is made available to the survey team which demonstrates that adequate controls are maintained. The purpose of the survey is to evaluate and verify the acceptability of the applicant's documented Quality Program including its implementation.
- (b) The extent of the survey will be determined by TSSA based on a review of the applicant's intended scope of activities described in the application. The acceptance by TSSA of the Quality Program shall not be interpreted to mean endorsement of the items or activities inspected by the Inspection Agency.
- (c) The Quality Program Manual and supporting procedures shall be made available to TSSA in the English language. In the event of conflict, the English version shall prevail.
- (d) The applicant shall provide TSSA survey teams access to facilities, premises and records necessary to assess conformance with TSSA requirements.
- (e) The applicant shall make arrangements for an interpreter(s) if the language of the implementation review is to be other than English.
- (f) The required TSSA Certificate of Accreditation to provide inspection services shall be granted only after the adequacy of the content and implementation of the Quality Program has been satisfactorily demonstrated to the TSSA survey team.

4. ISSUANCE OF ACCREDITATION

Each Certificate of Accreditation holder shall have agreed that each Certificate is at all times the property of TSSA, that it will be used according to the rules and regulations of TSSA, and that the Certificate will be promptly returned to TSSA upon demand, or when the Certificate of Accreditation holder discontinues the scope of inspection activities covered by the Certificate. The holder of a Certificate of Accreditation shall not permit any other party to use its Certificate. TSSA reserves the absolute right to cancel or refuse to renew such accreditation.

5. RENEWAL OF ACCREDITATION

Not less than 6 months prior to the date of expiration of the Certificate, the Certificate of Accreditation holder desiring renewal shall apply to TSSA for renewal of such accreditation and the reissuance of the Certificate.