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Standard Specification for Minimum Requirements for Accreditation Bodies that Accredit Agencies Testing and Inspecting Road and Paving Materials¹

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1. Scope

1.1 This document contains minimum requirements for establishing and implementing an Accreditation Program for agencies testing and inspecting road and paving materials.

1.2 The criteria in this document are applicable to Accreditation Programs which accredit agencies testing and inspecting road and paving materials.

1.3 *This standard does not purport to address all of the safety concerns, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety and health practices and determine the applicability of regulatory limitations prior to use.*

1.4 *This international standard was developed in accordance with internationally recognized principles on standardization established in the Decision on Principles for the Development of International Standards, Guides and Recommendations issued by the World Trade Organization Technical Barriers to Trade (TBT) Committee.*

2. Referenced Documents

2.1 *ASTM Standards:*²

D3666 Specification for Minimum Requirements for Agencies Testing and Inspecting Road and Paving Materials

2.2 *ANSI/ISO/IEC Standards:*

ANSI/ISO/IEC 17011 General Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies

ANSI/ISO/IEC 17025 General Requirements for the Competence of Testing and Calibration Laboratories

3. Terminology

3.1 *Accreditation Body*—Authoritative body that manages an accreditation program.

¹ This specification is under the jurisdiction of ASTM Committee D04 on Road and Paving Materials and is the direct responsibility of Subcommittee D04.95 on Quality Control, Inspection and Testing Agencies.

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² For referenced ASTM standards, visit the ASTM website, www.astm.org, or contact ASTM Customer Service at service@astm.org. For *Annual Book of ASTM Standards* volume information, refer to the standard's Document Summary page on the ASTM website.

3.2 *Accreditation Program for Agencies Testing and Inspecting Road and Paving Materials*—a program administered by an independent authority to fairly and equitably recognize an agency for conformance to defined quality criteria.

3.3 *Testing Agency Quality System*—the organizational structure, staff responsibilities, policies, standard operating procedures, and processes which, when implemented, assist the testing agency in achieving its quality objectives.

3.4 *Evaluation Authority*—an independent entity, apart from the testing laboratory being evaluated, that has the capability to provide an unbiased evaluation of the professional and testing activities of testing laboratories.

3.5 *Agency*—the organization engaged to test or inspect, or both, road and paving materials as required by a specification or contract.

4. Significance and Use

4.1 This document supplements ANSI/ISO/IEC 17011 and together these two documents provide the minimum requirements for an accreditation body which accredits agencies testing and inspecting road and paving materials.

4.2 The user is cautioned that accreditation granted by an accreditation body can only serve a useful purpose if the procedures followed to obtain the accreditation are practiced on a daily basis by the testing agency. It is not the existence of the system but the routine implementation of the procedures and policies of the quality system that is important.

5. Accreditation Body

5.1 The accreditation body in developing and implementing its accreditation program shall meet the requirements in ANSI/ISO/IEC 17011 and the requirements of this standard.

6. Personnel

6.1 The accreditation body shall document the duties, responsibilities and authorities of top management who could affect the quality of the accreditation process.

6.2 The accreditation body shall ensure that personnel have the necessary and proper education, experience, training, and technical knowledge.