



**CNAS—J01**

**CNAS Constitution**

**China National Accreditation Service for Conformity  
Assessment (CNAS)**

# CNAS CONSTITUTION

## CHAPTER I GENERAL

### Article 1

China National Accreditation Service for Conformity Assessment (CNAS) is legally validated by the State Administration for Market Regulation (SAMR) in accordance with the Regulations of the People's Republic of China on Certification and Accreditation and the Methods for Supervision and Administration of Accreditation Body. It is the authoritative body that conducts accreditation evaluation activities for conformity assessment bodies (CABs) such as certification bodies, laboratories, inspection bodies, and verification/validation bodies etc., and that is responsible for operating the national accreditation system for CABs.

### Article 2

The purpose of CNAS is to push the CABs to conform to the requirements of relevant standards and specifications in their development, and to promote impartial behaviour, scientific methods and accurate results in the services that the CABs provide to the society.

### Article 3

CNAS performs accreditation in accordance with relevant national laws and regulations, international and national standards and specifications. CNAS operates on the basis of the following principles: objective and impartial, scientific and standardized, authoritative and creditable, incorruptible and efficient. CNAS ensures the impartiality of its accreditation, and takes responsibility for the accreditation decisions that it makes.

### Article 4

CNAS safeguards the confidentiality of the non-publicly available information obtained in the process of its accreditation activities regarding CABs. Without written consent of the relevant CABs, CNAS shall not disclose to other organizations or individuals any information other than what is publicly available as specified in the accreditation notice, except where the laws and regulations require otherwise.

**Article 5**

CNAS is subject to the supervision and administration of SAMR.

**CHAPTER II MISSIONS****Article 6**

The missions of CNAS are:

- I. To establish and operate the national accreditation system for accrediting the CABs, and to develop and issue specification documents such as rules, criteria and guidance etc. for accreditation, in accordance with relevant national laws and regulations as well as international and national standards and specifications;
- II. To assess the competence of domestic or foreign applicant CABs, make accreditation decisions, and manage the accreditation surveillance of accredited CABs;
- III. To be responsible for directing and monitoring the use of CNAS logo and accreditation symbols;
- IV. To organize accreditation-relevant personnel training, to qualify and recruit accreditation personnel;
- V. To offer relevant technical services to CABs, and to provide all sectors of society with publicly available information about the accredited CABs;
- VI. To participate in international activities relevant to conformity assessment and accreditation, and to sign the bilateral or multi-lateral accreditation cooperation agreements with relevant accreditation bodies, related bodies, or international organizations;
- VII. To handle appeals and complaints related to accreditation;
- VIII. To undertake tasks assigned by relevant government departments;
- IX. To carry out other activities related to accreditation.

**CHAPTER III ORGANIZATIONAL STRUCTURE****Article 7**

The organizational structure of CNAS includes: the Board, the Executive Committee, Special Committee for Certification Bodies, Special Committee for Laboratories, Special Committee for Inspection Bodies, Appraisal Special Committee, Appeal Special Committee, End-user Special Committee, Special Committee for Validation and Verification Bodies and the Secretariat. Other special committees may also be established according to need.

**Article 8**

The Board is composed of representatives from accreditation-related government departments, CABs, clients of conformity assessment services, users of conformity assessment, relevant professional bodies, and technical experts etc. The composition of the Board shall ensure the balance of interests with no single party predominating.

The member composition of the Board is reported to SAMR. The member candidates are recommended by the member organizations with an office term of 4 years. The Board members may be supplemented as needed, for which the procedure is the same as that for initial selection.

The Board has one Chairman, one Executive Vice Chairman and several Vice Chairmen, who are elected by the Board plenary, and their office term is 4 years.

**Article 9**

The Executive Committee is composed of the Chairman, the Executive Vice Chairman, the Vice Chairmen of the Board, and the Chief Executive, with an office term of 4 years.

The Chairman of the Board is the Chairman of the Executive Committee, the Executive Vice Chairman of the Board is the Vice Chairman of the Executive Committee, and the Vice Chairmen of the Board, and the Chief Executive are the members of the Executive Committee.

**Article 10**

The Special Committee for Certification Bodies, the Special Committee for Laboratories, the Special Committee for Inspection Bodies, and the Special Committee for Validation and Verification Bodies are the special committees established under the approval of the Board. They are mainly constituted of representatives from interested parties in line with the principle of balance of interests. Their chairmen, vice chairmen and members are approved by the Board.

**Article 11**

The Appraisal Special Committee, the Appeal Special Committee, and the End-user Special Committee are special committees established under approval of the Board and are constituted of relevant personnel. Their chairmen and vice chairmen are approved by the Board, while their members are approved by the respective special committee chairman.

**Article 12**

Other special committees may also be established by the approval of the Board or Executive Committee according to the work needs.

**Article 13**

The Secretariat is the standing executive body of CNAS. The Secretariat is incorporated as China National Accreditation Institute for Conformity Assessment, and is the legal entity of CNAS.

**Article 14**

CNAS has one Chief Executive and several Deputy Chief Executives, who are also respectively the President and Vice Presidents of China National Accreditation Institute for Conformity Assessment.

**CHAPTER IV RESPONSIBILITIES****Article 15**

The Board is the supreme authority of CNAS, and assumes the overall responsibility for establishing and operating the accreditation system, including:

- I. Developing the constitution of CNAS;
- II. Approving the issuance of important documents for accreditation such as the policies, rules, and criteria of CNAS;
- III. Overseeing the implementation of the policies, rules and criteria of CNAS;
- IV. Supervising the finance of accreditation;
- V. Making decisions on accreditation;
- VI. Overseeing the signing of agreements with external bodies;
- VII. Establishing and authorizing special committees or special taskforces to carry out relevant activities;
- VIII. Authorizing the Chief Executive to be responsible for the operation of Secretariat;
- IX. Making decisions on other important issues of CNAS.

**Article 16**

The Board meets in session at least once a year. The session shall be attended by more than two thirds (including two thirds) of the Board members, at which all interested parties shall be represented. Any resolution passed at the session shall be valid when agreed by a simple majority of the attending members.

**Article 17**

When the Board is not in session, the Executive Committee carries out the duties and responsibilities delegated by the Board.

**Article 18**

The Special Committee for Certification Bodies, the Special Committee for Laboratories, and the Special Committee for Inspection Bodies, and the Special Committee for Validation and Verification Bodies are responsible for deliberating on or approving the publicly available documents in their own accreditation fields such as the accreditation rules, criteria, guidance, and schemes, providing technical direction to the implementation of the corresponding accreditation rules, criteria, and guidance documents, and providing relevant recommendations to the Board.

When needed, the Special Committee for Certification Bodies, the Special Committee for Laboratories, and the Special Committee for Inspection Bodies, and the Special Committee for Validation and Verification Bodies can establish specialized committees for corresponding technical work.

**Article 19**

The Appraisal Special Committee is responsible for reviewing the conclusions of accreditation assessments and the relevant information against the requirements of accreditation rules and criteria and making decisions whether or not to grant, extend, reduce, suspend, or withdraw accreditation.

**Article 20**

The Appeal Special Committee is responsible for investigating the accreditation appeals, and make decisions on the handling of appeals.

**Article 21**

The End-user Special Committee is responsible for providing CNAS with suggestions or recommendations and feedback information about the conformity assessment results.

**Article 22**

The Secretariat is responsible for the day-to-day work of CNAS, and assumes legal responsibilities for the operation of CNAS. Its major responsibilities include:

- I. To enforce the resolutions of the Board, and report to the Board;
- II. To draft the publicly available documents for accreditation such as accreditation rules, criteria and guidance etc.;
- III. To draft and implement the internal management system documents;
- IV. To sign agreements with external bodies;
- V. To handle accreditation applications, arrange accreditation assessments, issue accreditation certificates, and carry out post-accreditation surveillance activities;
- VI. To accept accreditation appeals and handle accreditation complaints;
- VII. To carry out other activities relevant to accreditation.

## **CHAPTER V      FUNDING**

### **Article 23**

CNAS is not for profit. It is funded by the revenues from its accreditation and relevant activities and the financial supports from the government. CNAS does not accept any financial support which compromises the impartiality of accreditation.

## **CHAPTER VI      MISCELLANEOUS**

### **Article 24**

This constitution is deliberated on and approved by the Board, and is effective on the issuing date.

### **Article 25**

The revision and revocation of this constitution shall undergo the same procedure.

### **Article 26**

CNAS is responsible for interpreting this constitution.