



Pennsylvania Accreditation Center

PAC Impartiality Policy

PAC-PO-02

Ver 1.0: 6/2021

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HISTORY OF THE DOCUMENT

Version number	Reason(s) of revision	Scope of the revision
Ver 1.0:1/2020		-



PAC IMPARTIALITY POLICY STATEMENT

- PAC accreditation activities is structured, managed and undertaken so as to safeguard impartiality
- Impartiality requires that all decisions related to accreditation are fair and applied consistently for all applicants and accredited Conformity Assessment Bodies. It assures that accreditation is awarded solely on a Conformity Assessment Bodies' ability to meet and maintain accreditation requirements. PAC have established various processes to safeguard and promote objectivity, independence, fairness and open-mindedness from conflict of interest throughout our organization.
- In this regards, PAC staff and contracted personnel shall:
 - Observe a non-discriminatory attitude and policy towards all facilities in the assessment of Conformity assessment bodies by PAC
 - Treat all applicants as well as accredited facilities in a fair and equitable manner regardless of size of the applicant organization, its membership of any association, or the number of organizations already accredited, provided that the application is within the scope of accreditation as offered by us;
 - Not provide consultancy, nor suggest the use of consultants, nor participate in or offer any activities that it accredits other organizations to perform;
 - Operate an impartial complaints and appeals procedure which will be open to all PAC accredited Conformity Assessment Bodies,
 - Declare any actual or perceived commercial, financial, political or other pressures that could influence the accreditation process.
- As PAC We shall ensure that the principles of impartiality and non-discrimination are upheld within our Committees to protect the integrity of the system. These principles shall as a minimum include:
 - Being impartial in terms of their affiliation(s);
 - Having no conflict of interests, to minimize and control bias in advice and decision making
 - Possessing the relevant competencies required;
 - Declaring any actual or perceived commercial, financial, political or



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other pressures that could influence the accreditation process.

- PAC will sanction any staff member or contracted personnel who are found not to comply with these principles
- Review and decision on accreditation shall be made by personnel different from those who carried out the selection and assessment functions.
- PAC shall involve the Advisory Committee that has a balance of interests amongst the members, so as to ensure that no one interest dominates the committee, in the development of its documentation and advice on matters affecting impartiality of its accreditation activities.
- A former employee of a conformity assessment body who is subsequently employed by PAC or other CABs shall not be used by PAC to undertake an assessment, nor review any decision-making activities, resulting in the accreditation of his / her previous organization, unless at least two years have elapsed.
- PAC assessment personnel are rotated amongst assignments with different customers to avoid any risks related to objectivity. The Assessment team will be shuffled or changed where feasible after undertaking three consecutive assessments for a particular client.
- PAC top management commitment to impartiality is demonstrated through the impartiality policy that is signed by the Director. The impartiality policy is available on our website and is displayed at the PAC premises.
- PAC shall not provide accreditation when an unacceptable risk to impartiality is identified and which cannot be mitigated to an acceptable level.

Signed:

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PAC Accreditation Director