



FIRST EDITION

IAF CAAR CONFORMITY ASSESSMENT

Programme Standard

One integrated framework for competent laboratories, certification, inspection, audit, surveillance and assurance organizations.

PREPARED FOR IAF ADOPTION

Version 1.0 | 16 September 2026
English master text

International Automotive Federation

iaf.com

Document control

Item	Controlled value
Programme	IAF Conformity Assessment Accreditation & Recognition (IAF CAAR)
Sector	Automotive and related mobility conformity assessment
Document	Standard and Internal Directives
Edition / version	First Edition Version 1.0
Preparation date	16 September 2026
Status	Prepared for IAF adoption. Effective operation requires a recorded adoption and implementation notice.
Owner	International Automotive Federation
Master language	English
Hierarchy	Standard with category schedules, automotive overlays and internal directives; adopted implementation notice within those rules; Trust and Mark Rules; Operations and Technical Manuals; Applicant Guide; controlled forms.
Authority boundary	Voluntary sectoral assurance. No automatic public appointment, statutory authorization, external-standard equivalence or universal acceptance.
Use	Controlled ten-document set. Protect completed applications, client evidence, personal data and decision records.

Purpose and use

One integrated framework for competent laboratories, certification, inspection, audit, surveillance and assurance organizations.

Normative language

Shall denotes a requirement, should guidance and may a permitted option. The core, category schedules, automotive overlays, internal directives and annex requirements are normative; examples are explicitly illustrative. Internal CAAR codes identify this programme requirements and are not references to other organizations or standards.

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Programme architecture and trust model

IAF CAAR establishes a single sectoral framework while preserving the technical distinctions between assessment activities. Its purpose is to make the competence behind automotive reports and decisions visible, testable and continuously accountable.

Layer	Application
Common core	80 requirements in sections 01-20. Sections 01-18 primarily govern the body; sections 19-20 govern IAF operation and reciprocal assessment obligations.
Category schedules	10 categories, each with 8 additional requirements. Select every activity needed to support the offered output.
Automotive overlays	12 domains, each with 4 requirements. Apply every material domain to the actual scope.
Internal directives	8 directives, each with 4 requirements, control routes, scope, decisions, monitoring and programme operation.
Total requirement map	240 separately identified requirements. Assess applicability; there is no aggregate pass score.

Trust follows a bounded chain

Legal responsibility -> competent people and resources -> valid methods and original evidence -> independent review and decisions -> exact scope and authentic output -> monitoring, correction and public status. Failure of an essential link prevents the affected approval.

Scope and exclusions

The programme covers automotive vehicles, parts, systems, production, services, infrastructure, personnel competence, data and claims within the selected categories. It does not regulate non-automotive activities merely because the same corporate group performs them. Award judging, general membership and education-provider accreditation are outside CAAR unless they involve a separately defined conformity-assessment activity.

Routes and approval terminology

Route	Meaning and term
ACC Accreditation of continuing capability	A legal body, named locations and controlled scope rows are assessed for continuing competence. Only active approved rows support the wording IAF Approved Body - CAAR Accredited. Four years, with annual surveillance and reassessment before expiry. No conditional initial grant.
REC Recognition of a bounded assessment project	A named project and an enumerated set of assessment outputs are reviewed against all applicable CAAR requirements. Recognition does not accredit the body or authorize future unrelated output. Project window of no more than twelve months. An output-recognition record preserves the verified historical facts and any later correction; it is not a renewable body accreditation.

No automatic equivalence

These are original IAF sectoral requirements. Approval shall not be described as certification to an unnamed external standard, statutory accreditation, vehicle homologation or automatic mutual recognition. Where a jurisdiction reserves a term or activity, the body shall hold the required authority and use locally lawful wording; an IAF decision cannot supply that authority.

Existing evidence and recognition

IAF may reuse credible existing assessment evidence after checking authenticity, current scope, competence, independence, date and unresolved findings. Reuse reduces duplication, not requirements. It never removes CAAR scope review, missing technical assessment, independent decision or necessary witnessing. An existing certificate alone is insufficient.

Global participation

Legal bodies worldwide may apply subject to lawful access, necessary authority, competent assessment capacity and the same technical gates. Language and translation arrangements shall preserve technical meaning and access to original evidence. Geography, organizational size or membership influence shall not lower requirements.

Category and independence map

Code / activity	Characteristic output
TST Testing laboratories	Test report; measured or observed results with limitations.
CAL Calibration laboratories	Calibration certificate with results, uncertainty and traceability.
INSP Inspection bodies	Inspection report or certificate for the inspected object and occasion.
MSC Management-system certification bodies	Time-bounded management-system certificate with surveillance.
PCC Product, process and service certification bodies	Scheme-specific certificate; batch, type, ongoing product or service claims remain distinct.
PSC Personnel certification bodies	Individual competence credential with limits, validity and recertification.
VVB Validation and verification bodies	Validation or verification statement, with assurance, materiality and use boundaries.
AUD Audit and surveillance organizations	Audit or surveillance report; no certification authority is implied.
PTP Proficiency and intercomparison providers	Participant performance report with design, assigned values and evaluation limits.
RMP Reference material producers	Material or artifact certificate describing properties, uncertainty, stability and proper use.

Independence modes and role boundaries

Mode	Rule
IND Independent third party	No ownership, operational, financial or personal relationship that compromises the assessment. Mandatory for MSC, PCC and PSC; also available to other categories.
CAP Captive or internal service	Serving the parent organization within a disclosed governance boundary. Permitted for TST, CAL, INSP, VVB, AUD, PTP and RMP where requirements are met; never described as independent third-party certification.
SEP Related enterprise with separated assessment functions	A disclosed relationship exists, but role separation, protected decisions and independent safeguards are verified. Scope and reports state the actual relationship. Not eligible for MSC, PCC or PSC certification under CAAR.

Multiple activities in one organization

A body may hold several categories, but each retains its own scope, competence, conflict controls and output type. Testing does not automatically authorize product certification; inspection does not automatically authorize laboratory methods; audit reports do not become certificates through a title change. Shared personnel may perform compatible roles only where competence and required independence are preserved.

Client and IAF responsibilities

The body is responsible for the work it performs and the decisions it issues. IAF is responsible for competent assessment, impartial approval and accurate scope/status communication. Report users determine fitness for their intended decision and any required public or contractual acceptance. These responsibilities shall be explained without transferring away the technical accountability of the body.

01 Legal identity, authority and accountable scope

CAAR-01.01 Legal responsibility

The body shall have an identifiable legal entity or a defined part whose parent accepts legal responsibility for its conformity assessment work. Verify operating permissions at each location and authority for each claimed activity. Sectoral IAF approval shall not be presented as a public appointment or statutory authorization.

Essential gate. Evidence: Legal identity, responsibility statement and permissions register.

CAAR-01.02 Controlled scope

Define each requested activity by category, object, property or process, method or scheme version, range, capability, site, delivery mode and independence mode. Separate distinct legal entities. A brand name, group relationship or membership shall not extend an approved scope.

Essential gate. Evidence: Versioned scope schedule and group structure.

CAAR-01.03 Accountable governance

Name the executive responsible for resources and integrity, technical leaders, quality leadership and authorized decision roles. Document delegated powers and deputies. No commercial role may overrule a technical result or approval restriction.

Evidence: Responsibility matrix and delegation records.

CAAR-01.04 Membership and scheme undertaking

Verify IAF membership before formal ACC or REC approval. The applicant shall accept the identified IAF Constitution and controlled CAAR edition, provide truthful access and notify adverse facts. Membership, sponsorship or committee service provides no presumption of competence or favorable decision.

Evidence: Membership reference and version-specific signed undertaking.

02 Impartiality and independence

CAAR-02.01 Relationship and pressure analysis

Continuously identify threats arising from ownership, common staff, consultancy, referral payments, sales targets, client concentration, gifts and personal relationships. Assess the actual influence on each service and record effective safeguards. An unresolved unacceptable threat shall prevent or stop the affected work.

Essential gate. Evidence: Impartiality register, ownership map and controls.

CAAR-02.02 Truthful independence mode

Select IND, CAP or SEP for each scope row and engagement. Disclose captive and related-party work on affected outputs. MSC, PCC and PSC shall operate only as independent third parties under this programme. A structural label alone does not establish impartiality.

Essential gate. Evidence: Mode declaration, client relationships and report wording.

CAAR-02.03 Consultancy and certification separation

Do not certify work that the body designed, implemented or materially consulted on for that client. Exclude personnel from evaluation, review and decision where they provided relevant consultancy within twenty-four months, and longer where the threat remains. Do not bundle certification with guaranteed consultancy outcomes.

Essential gate. Evidence: Client conflict screening and role exclusions.

CAAR-02.04 Independent challenge

Maintain a balanced impartiality oversight mechanism with access to decisions, complaints and financial pressure indicators. No single commercial interest shall dominate. Record challenge, management responses and escalation to IAF where safeguards fail; protect members from retaliation.

Evidence: Oversight membership, minutes and escalation evidence.

03 Ethics, confidentiality and fair access

CAAR-03.01 Integrity and truthful conduct

Prohibit fabricated work, altered results, substituted samples, bought decisions, hidden failures and misleading claims. Staff shall report suspected misconduct through protected channels. Preserve relevant evidence and prohibit retaliation, including against clients who challenge an adverse result.

Essential gate. Evidence: Conduct rules, declarations and protected-report process.

CAAR-03.02 Confidentiality and disclosure

Define enforceable confidentiality duties for staff, contractors, committees and external providers. Explain necessary disclosure before engagement; notify the client of compelled disclosure unless prohibited. Obtain rights to access and share assessment evidence without promising secrecy that defeats legitimate oversight.

Evidence: Agreements, disclosure log and access notices.

CAAR-03.03 Fair and accessible service

Make eligibility and service conditions transparent and apply them consistently. Provide reasonable communication and accessibility arrangements without reducing technical requirements. Reject work only for documented competence, integrity, capacity, authority or legitimate contractual reasons.

Evidence: Service terms, access arrangements and refusal records.

CAAR-03.04 Personal and commercially sensitive data

Collect only necessary data, restrict access by role and defined purpose, control transfers and securely dispose of expired copies. Protect vehicle-owner data, employee records and unreleased designs. Record incidents and apply the more protective applicable contractual or legal obligation.

Evidence: Data inventory, access review and disposal records.

04 Personnel and technical authorization

CAAR-04.01 Role-specific competence

Set demonstrable competence requirements for sampling, methods, uncertainty, inspections, audits, examinations, validation, review and decisions. Include automotive technology, failure mechanisms, safety and sector context. Qualifications and course attendance alone shall not establish authorization.

Essential gate. Evidence: Role criteria, competence matrix and work evidence.

CAAR-04.02 Observed authorization

Assess people through observed work, technical questioning and review of completed records before independent activity. Authorize named tasks, methods, ranges, sites and limits; define supervision and deputies. Trainees shall not release results or make decisions outside supervised authority.

Essential gate. Evidence: Witness records and controlled authorization list.

CAAR-04.03 Currency and monitoring

Review competence at least annually and after important method, technology or role changes. Use error trends, blind or repeat work, peer review and witnessed performance. Restrict authorization when competence is uncertain and restore it only after verified reassessment.

Evidence: Annual reviews, retraining and restriction history.

CAAR-04.04 Capacity and external personnel

Maintain enough competent personnel for realistic workload, leave, travel, witnessing and independent review. Contracted personnel shall follow the same controls and remain subject to oversight. Record workload and prevent impossible site attendance, simultaneous audits or nominal signatures.

Evidence: Capacity plan, contracts and verified time records.

05 Facilities, equipment and environmental controls

CAAR-05.01 Suitable and safe facilities

Provide facilities and controlled environments appropriate to the work, including segregation, utilities, cleanliness, access and security. Define environmental limits from method validity and safety needs. Stop or qualify work when conditions invalidate results; do not merely record excursions.

Essential gate. Evidence: Facility plans, environment records and excursion actions.

CAAR-05.02 Equipment fitness

Identify equipment, firmware, accessories and relevant software uniquely. Verify fitness before use, after transport, repair or change and at justified intervals. Protect settings, maintain service records and prevent use of defective or overdue equipment.

Essential gate. Evidence: Equipment register, checks and maintenance records.

CAAR-05.03 Traceable measurement resources

Establish an unbroken documented calibration chain to an appropriate reference, with uncertainty contributions. Evaluate the competence and scope of external calibration providers. Where direct unit realization is unavailable, justify a technically suitable reference and disclose the resulting limitations.

Essential gate. Evidence: Calibration chain, provider evaluation and reference justification.

CAAR-05.04 Mobile and customer locations

Control environmental conditions, transport, utilities, communications, safety and equipment verification at temporary, mobile and customer sites. Record the actual location and conditions. Ownership of the site does not transfer responsibility for reliable work to the customer.

Evidence: Field procedures, dispatch checks and site records.

06 Method and scheme control

CAAR-06.01 Defined criteria before work

Agree the assessment object, acceptance criteria, method or scheme version, intended use, reporting needs and decision rule before work begins. Resolve ambiguity with competent personnel. Commercial urgency shall not justify undefined pass criteria or retroactive changes made to obtain a favorable result.

Essential gate. Evidence: Contract review and approved technical work order.

CAAR-06.02 Verification and validation

Verify ability to perform established methods under actual conditions. Validate new, modified, nonstandard or out-of-range methods to their intended use using predefined performance criteria. Retain original data, adverse results and limitations; independent technical approval shall precede release.

Essential gate. Evidence: Verification or validation plan, data and approval.

CAAR-06.03 Controlled versions and deviations

Maintain current instructions at the point of use and archive superseded versions. Approve justified deviations before use where possible, evaluate validity and obtain client agreement where relevant. Identify consequential deviations on the output. A deviation shall not silently enlarge approved scope.

Evidence: Version register, deviation log and scope-change review.

CAAR-06.04 Uncertainty and limitations

Identify measurement, sampling, model, judgment and decision uncertainty appropriate to the activity. Quantify where technically meaningful; otherwise explain important qualitative limits. Avoid unsupported precision, confidence or assurance language. Reassess uncertainty when inputs, ranges or implementation change.

Essential gate. Evidence: Uncertainty budgets, sensitivity studies and limitation statements.

07 Contract review and engagement planning

CAAR-07.01 Capability and authority check

Before accepting work, confirm the body has competent people, valid methods, equipment, time, independence and authority for the requested scope. Clarify which parts are within IAF approval. Obtain client agreement for outsourced work and explain responsibility and reporting status.

Essential gate. Evidence: Signed review, scope lookup and resource allocation.

CAAR-07.02 Risk-based work plan

Plan sampling, evaluation, witnessing, review and reporting according to safety consequence, novelty, variability, claim breadth and evidence quality. Include failure and boundary conditions, not only representative successes. Record why the selected effort can support the proposed conclusion.

Evidence: Engagement plan and risk rationale.

CAAR-07.03 Changes and client information

Review material changes in scope, criteria, samples, software, configuration or client organization before proceeding. Evaluate reliability of client-supplied information, identify it clearly and prevent it from appearing to be independently measured or verified when it was not.

Evidence: Change approvals and client-data evaluation.

CAAR-07.04 Responsibility and communication

Identify technical contacts, site arrangements, confidentiality, access to evidence, deliverables, review rights and incident communication. Clients shall not veto valid adverse findings. No contract may waive safety, independence, result validity or truthful status requirements.

Evidence: Contract provisions and communication trail.

08 Sampling, identity and chain of custody

CAAR-08.01 Sampling design

Define the population, sampling unit, selection method, sample size, locations, timing and inferential limits. Control representativeness and bias, document deviations and include sampling uncertainty where relevant. A convenience sample shall not support an unsupported whole-batch or fleet conclusion.

Essential gate. Evidence: Sampling plan, population description and selection records.

CAAR-08.02 Object and configuration identity

Maintain unique identity from receipt through disposal, linking vehicles, components, batches, hardware, software, datasets and relevant build configuration. Record condition, seals, damage and discrepancies. Resolve identity conflicts before issuing conclusions.

Essential gate. Evidence: Receipt records, configuration manifest and custody trail.

CAAR-08.03 Handling and preservation

Control transport, storage, preparation, conditioning, environmental exposure and access to preserve the measurand or assessment object. Define acceptance, rejection, retention and disposal rules. Record compromised items and obtain instructions without disguising the impact on validity.

Evidence: Handling procedures and exception records.

CAAR-08.04 Custody transfer and digital evidence

Record each material transfer or transformation, responsible person, time and reason. Preserve originals or controlled immutable copies of digital evidence with integrity checks. A hash confirms byte consistency only; corroborate origin, completeness and collection conditions independently.

Essential gate. Evidence: Transfer log, evidence inventory and integrity verification.

09 Performance and contemporaneous records

CAAR-09.01 Reconstructable technical records

Record observations, raw data, calculations, conditions, operators, equipment, methods, dates and review evidence sufficiently to reconstruct the work. Capture records at the time of activity. Retain failed runs, invalidations and reasons; never replace them with only a final favorable result.

Essential gate. Evidence: Original data, audit trail and calculation files.

CAAR-09.02 Controlled execution

Follow authorized methods and safe work instructions. Confirm setup, readiness, reference checks and stop criteria. Record anomalies and deviations as they occur. Witnessing shall observe actual competence and conditions, not a rehearsed explanation disconnected from the assessed work.

Essential gate. Evidence: Execution logs and actual witness evidence.

CAAR-09.03 Calculations and transfers

Validate spreadsheets, scripts, unit conversions, instrument interfaces and manual transcription before use and after changes. Independently check critical calculations and data transfers. Retain versions, test cases, permissions and error handling.

Evidence: Calculation validation and transfer checks.

CAAR-09.04 Original evidence access

Provide assessors lawful access to relevant original records, people, sites and systems, including failed or withdrawn cases. Redaction shall preserve assessability. Where adequate access cannot be obtained, record Pending and withhold the affected approval or claim.

Essential gate. Evidence: Access arrangements and limitations record.

10 Validity assurance and technical comparisons

CAAR-10.01 Internal quality assurance

Use appropriate controls such as reference checks, duplicates, blind items, remeasurement, control charts, peer assessment and known challenge cases. Define acceptance and trend rules before reviewing outcomes. Investigate deterioration before routine results become unreliable.

Essential gate. Evidence: Control plan, trends and investigations.

CAAR-10.02 External performance challenge

Plan competent proficiency testing, intercomparisons, peer witnessing or other technically justified external challenges across the approved scope. Participate before initial approval where a suitable opportunity exists; justify alternatives and limitations where none exists. No participation certificate alone proves satisfactory performance.

Essential gate. Evidence: Coverage plan, performance reports and alternative justification.

CAAR-10.03 Adverse performance response

Investigate unsatisfactory comparisons or control failures, contain affected activity and review previously issued outputs back to the last demonstrated valid condition. Correct causes and demonstrate effectiveness before resuming unqualified release. Inform affected users where confidence is materially reduced.

Essential gate. Evidence: Cause analysis, impact review and recovery evidence.

CAAR-10.04 Scope-wide coverage

Maintain a rolling comparison and validity plan for every technical family, reviewed annually. Cover high-consequence families at least annually and all other families within the four-year accreditation cycle, using justified alternatives where necessary. Add challenge after major technical or personnel changes.

Evidence: Family coverage matrix and annual review.

11 Review, decisions and reporting

CAAR-11.01 Competent review before release

Review completeness, technical validity, calculations, deviations, scope status and conclusion wording before release. The reviewer shall be authorized for the activity. For safety-critical or novel work, require a technically competent reviewer independent of the performer.

Essential gate. Evidence: Review checklist, authority and release evidence.

CAAR-11.02 Independent certification and assurance decisions

MSC, PCC and PSC decisions shall be made by authorized persons not involved in evaluation. VVB final conclusions require independent review before issue. The body retains decision responsibility and shall not outsource certification decisions. Commercial staff cannot substitute for a technical decision.

Essential gate. Evidence: Evaluation-review-decision separation and decision records.

CAAR-11.03 Complete and bounded outputs

Identify the issuer, unique output and revision, client, object/configuration, actual work dates, location, methods, results, decision rule, limitations and authorized release. Clearly separate measured data, supplied information, opinions and conclusions. State the exact IAF route and scope only where permitted.

Essential gate. Evidence: Controlled report templates and issued samples.

CAAR-11.04 Amendments and contradictory evidence

Issue identifiable corrections linked to the original, explaining changes and impact. Do not silently overwrite, backdate or reuse an output identifier for different work. Notify known recipients and update verification status when a conclusion is withdrawn, superseded or materially qualified.

Essential gate. Evidence: Amendment chain, recipient notices and status history.

12 External providers and network delivery

CAAR-12.01 Provider selection and control

Evaluate external providers for the exact delegated activity, competent personnel, methods, independence and reliable evidence. Define requirements contractually and monitor performance. Approval logos or price alone are insufficient. The contracting body remains responsible for appropriate use of their work.

Essential gate. Evidence: Provider scope evaluation, contracts and monitoring.

CAAR-12.02 Transparent external work

Obtain required client agreement, identify externally performed work and its approval status in the report, and retain sufficient evidence for review. Do not apply the body approval to work outside its own authorized scope or hide subcontracting within a combined report.

Essential gate. Evidence: Client agreement, subcontract records and output labels.

CAAR-12.03 Branches, agents and franchises

Control each location and agent that performs critical assessment, review, decision or release functions. Verify contracts, local authority, competence and data access. A franchise, shared brand or representative office shall not issue IAF-endorsed work without a specifically approved scope.

Essential gate. Evidence: Network map and location-specific authority.

CAAR-12.04 Purchases and reference inputs

Specify acceptance criteria for reagents, components, reference materials, cloud services and data used in assessment. Verify identity, fitness and storage conditions before use. Control supplier changes and counterfeit or contaminated inputs.

Evidence: Purchasing specifications and incoming verification.

13 Digital integrity and future technology

CAAR-13.01 Access and secure operation

Protect technical systems with individual accounts, least privilege, strong authentication, change logs, backups and tested recovery. Separate production records from development experiments. Assess vulnerabilities and control remote access to vehicles, laboratories and client systems.

Essential gate. Evidence: Access records, security review and recovery tests.

CAAR-13.02 Automation and artificial intelligence

Define the intended use, training or reference data, validation limits, performance monitoring and human accountability for automated tools. Check bias, hallucination, drift and adversarial manipulation as relevant. Automated output shall not be the sole basis of an accreditation, certification or disputed adverse decision.

Essential gate. Evidence: Model/tool register, validation and human review.

CAAR-13.03 Virtual and software-defined evidence

Bind simulation and digital-twin results to a validated model, version, parameters, data provenance and operating domain. Establish physical correlation and uncertainty appropriate to the claim. Separate virtual prediction from physical observation and reassess after software or model changes.

Essential gate. Evidence: Model credibility case and correlation evidence.

CAAR-13.04 Portable verifiable records

Use stable identifiers and exportable records with controlled status and revision history. Cryptographic signatures, timestamps and verification links shall be tested and governed through key management. A readable manual verification path shall remain available during platform disruption.

Evidence: Record schema, signature validation and fallback procedure.

14 Nonconforming work and risk containment

CAAR-14.01 Immediate control of invalid work

Authorize personnel to stop unsafe or unreliable activity. Identify affected jobs, outputs, equipment and people; quarantine evidence and prevent release. Record the scope of containment and technical rationale. Commercial loss shall not justify continuing an invalid process.

Essential gate. Evidence: Stop-work register and containment evidence.

CAAR-14.02 Retrospective impact

Determine the earliest potentially affected date and evaluate all relevant prior outputs, not only the case that exposed the problem. Assess user reliance and safety consequence; notify affected clients and IAF promptly where approval or report trust is implicated.

Essential gate. Evidence: Look-back analysis and notification record.

CAAR-14.03 Corrective action and effectiveness

Distinguish correction from root-cause action. Set owners and dates, address systemic causes and independently verify effectiveness using real work or meaningful challenge. A revised procedure or training attendance alone shall not close a technical failure.

Evidence: Cause analysis and independent effectiveness evidence.

CAAR-14.04 Serious incident notice

Notify IAF within forty-eight hours after awareness of suspected systemic falsification, serious safety harm, major evidence compromise or loss of relevant authority. Preserve evidence, contain work immediately and provide updates. Other material changes shall be notified before implementation or within thirty calendar days if unexpected.

Essential gate. Evidence: Incident timeline and change notifications.

15 Management system and improvement

CAAR-15.01 Controlled documents and records

Maintain an accessible management system covering actual activities, responsibilities and interactions. Approve, identify and control documents and records; preserve revision and retention history. Do not treat a generic manual as evidence that technical processes operate effectively.

Evidence: Document register and implemented records.

CAAR-15.02 Internal audit

Audit every applicable core and technical module over a twelve-month programme, with competent auditors independent of their own work. Include actual outputs, witness records, impartiality and digital controls. Follow findings through verified effectiveness, including recurrence analysis.

Evidence: Audit programme, reports and closure verification.

CAAR-15.03 Management review

Conduct a documented review at least annually covering competence, resources, validity indicators, conflicts, complaints, incidents, external performance, scope changes and improvement. Assign resourced actions and verify their completion. Include uncomfortable trends and failed cases.

Evidence: Review inputs, decisions and follow-up.

CAAR-15.04 Measured improvement

Define meaningful indicators with denominators and limitations, including corrected reports, overdue reviews, complaints, failed comparisons and unauthorized work. Use trends to improve reliability. Do not reward staff solely for pass rates, certificate volume, speed or absence of complaints.

Evidence: Indicator definitions and verified improvements.

16 Complaints, appeals and protected reporting

CAAR-16.01 Accessible complaint handling

Publish a process for clients, workers and affected users to raise concerns, including confidential or anonymous concerns where assessable. Acknowledge, evaluate, investigate and communicate outcomes through competent persons free of the alleged conduct. Preserve evidence and prevent retaliation.

Evidence: Complaint process and anonymized case records.

CAAR-16.02 Appeals against body decisions

Allow a timely, reasoned challenge to certification, inspection or other consequential decisions. Use persons not involved in the original evaluation or decision, disclose conflicts and provide a response opportunity. Keep appeals distinct from ordinary complaints and from appeals against IAF accreditation decisions.

Essential gate. Evidence: Appeal rules, panel independence and reasons.

CAAR-16.03 Protected escalation and external cooperation

Enable concerns to reach IAF without filtering by management of the body. Cooperate with legitimate inquiries and preserve relevant records. Do not require withdrawal of a complaint as a condition of service or threaten access to qualification, employment or supply contracts.

Essential gate. Evidence: Escalation channels and non-retaliation controls.

CAAR-16.04 Learning and closure

Record the substantiated facts, actions, affected outputs and verification of remedy. Inform the complainant within lawful confidentiality limits and explain further review routes. Analyze complaint and appeal patterns for systemic weaknesses without publishing unnecessary personal data.

Evidence: Case closure and trend review.

17 IAF approval obligations and public claims

CAAR-17.01 Precise approved wording

Use IAF Approved Body - CAAR Accredited only for active ACC scope. REC outputs shall say IAF CAAR Recognized Assessment Record and identify the project and output. Do not describe membership, a pending application or REC as body accreditation.

Essential gate. Evidence: Approved wording, public pages and scope links.

CAAR-17.02 Report endorsement controls

Endorse only eligible work within the approved entity, category, site, method, range and dates. Separate excluded or externally performed results visibly. The IAF mark on a report attests to the approved service scope, not to blanket vehicle or product certification.

Essential gate. Evidence: Endorsement review and mixed-scope report controls.

CAAR-17.03 Monitoring and change

Submit annual ACC performance information within thirty calendar days of the approval anniversary and permit surveillance. Obtain prior approval for scope extensions and material changes to methods, sites, legal control or independence. Work shall remain within the current scope while changes are assessed.

Evidence: Annual report and change-control register.

CAAR-17.04 Suspension, withdrawal and expiry

Stop new endorsed release for affected scope when suspended, withdrawn or expired, including reissue that implies current approval. Preserve valid historical facts and identify any affected prior outputs. Cooperate with public status updates, client communication and orderly records custody.

Essential gate. Evidence: Status controls, affected-output review and cessation evidence.

18 Continuity, retention and liability

CAAR-18.01 Resources and liability arrangements

Maintain financial and operational resources and appropriate liability arrangements proportionate to the work and potential consequences. Document how claims, retesting, record recovery and continuity will be handled. Liability arrangements shall not substitute for competence or remove client remedies.

Evidence: Resource plan and liability assessment.

CAAR-18.02 Continuity and safe recovery

Identify dependencies on facilities, people, utilities, data and suppliers. Test recovery at least annually for critical processes. Resume work only after technical readiness and integrity checks; disclose interruptions that affect sample condition, validity or promised surveillance.

Evidence: Continuity plan and recovery exercise.

CAAR-18.03 Retention and legal holds

Retain case records, technical evidence, decisions and output revision history for at least ten years after output issue or the end of the related certificate, whichever is later, unless a longer binding obligation applies. Minimize personal data, document justified exceptions and preserve records subject to a hold.

Evidence: Retention schedule, archive access and hold register.

CAAR-18.04 Closure and transfer

Before closure or transfer, arrange secure records custody, status communication and unresolved complaint handling. Confirm any successor has lawful access and competence; accreditation does not transfer automatically. Maintain a reachable verification contact for retained historical outputs.

Evidence: Exit plan and transfer accountability.

19 IAF assessment and decision safeguards

CAAR-19.01 Competent independent assessment

IAF shall appoint a team covering the requested categories and automotive risks, with at least a lead assessor and one technical assessor. Resolve conflicts and assign additional expertise as necessary. Assess actual performance and original evidence; document all unassessed limits.

Essential gate. Evidence: Team competence, conflicts, plan and witness records.

CAAR-19.02 Non-compensatory approval

IAF shall grant ACC or REC only when every applicable requirement is Met and scope competence is demonstrated. Minor, Major, Critical or Pending findings shall be closed or the affected scope excluded through a justified decision. Strength elsewhere cannot offset failed safety, integrity or competence.

Essential gate. Evidence: Requirement matrix, closure evidence and exact scope.

CAAR-19.03 Independent decision and appeal

A three-person IAF decision panel, independent of the assessment, shall make approval and status decisions with at least two affirmative votes. An appeal uses three different uninvolved persons. Record competence, conflicts, reasons and dissent; leadership or commercial influence cannot direct an outcome.

Essential gate. Evidence: Panel appointments, votes and reasoned decisions.

CAAR-19.04 Transparent status and due process

Issue a reasoned decision with exact scope, dates, obligations and appeal route. Give fifteen calendar days to respond to draft factual findings, except urgent interim protection. Allow thirty calendar days to appeal the notified IAF decision; appeal does not automatically stay necessary protective action.

Essential gate. Evidence: Draft response, decision notice and appeal record.

20 Programme assurance and global acceptance

CAAR-20.01 Independent programme oversight

IAF shall maintain balanced governance, competent scheme management and independent integrity oversight. Separate member services and revenue from technical judgments. Audit programme operation annually and commission an independent effectiveness evaluation at least every four years.

Essential gate. Evidence: Governance charter, audits and evaluation actions.

CAAR-20.02 Public registry and correction

Maintain a verifiable register of legal bodies, scope rows, sites, decision IDs, effective and expiry dates, independence modes and status history. Publish protective status changes promptly, normally within two business days. Expose only necessary data and retain a manual verification route.

Essential gate. Evidence: Registry records, publication timestamps and correction trail.

CAAR-20.03 Acceptance by evidence and agreement

Develop actual acceptance through transparent criteria, competent peer challenge, pilots and documented user or authority arrangements. Record geography, activity, output and limitations of each arrangement. Do not assert universal legal recognition or infer acceptance from a logo or membership alone.

Evidence: Acceptance register, pilot results and specific agreements.

CAAR-20.04 Controlled innovation and revision

Review emerging technology, incidents and stakeholder feedback at least annually. Pilot new methods and modules with explicit limits before approval. Publish prospective transition rules, protect existing users and preserve prior decisions; no silent retroactive change to assessment criteria.

Evidence: Development record, consultation and transition notice.

Category schedules: selection and use

Each selected category adds all eight requirements below to the common core. Activities that support another category shall be evaluated for their actual role and competence. External evaluation resources remain under the contracting body control; a separate category grant is needed only where the body itself claims that approved activity.

Category	Technical activity
TST	Testing laboratories - Physical, chemical, electrical, software and other defined testing, including associated sampling.
CAL	Calibration laboratories - Determination of instrument or reference-system performance and measurement relationships.
INSP	Inspection bodies - Examination of vehicles, equipment, installations, products, processes or services using measured evidence and professional judgment.

Category	Technical activity
MSC	Management-system certification bodies - Independent certification of a defined management system, organizational boundary and scheme.
PCC	Product, process and service certification bodies - Independent certification under a documented scheme with selection, evaluation, review, decision and any required surveillance.
PSC	Personnel certification bodies - Independent assessment and certification of an individual against a defined occupational competence scheme.
VVB	Validation and verification bodies - Assessment of a stated claim, assertion, dataset or prospective proposition against declared criteria.
AUD	Audit and surveillance organizations - First-, second- or third-party supplier, process, shipment, production, service-network and other contracted audits or monitoring.
PTP	Proficiency and intercomparison providers - Design, delivery and evaluation of comparisons for automotive measurement, testing and inspection competence.
RMP	Reference material producers - Production and characterization of automotive reference materials, reference artifacts and supported reference data.

TST Testing laboratories

Physical, chemical, electrical, software and other defined testing, including associated sampling.

Output boundary: Test report; measured or observed results with limitations.

TST-01 Testing scope and readiness

Describe materials, vehicles or systems tested, characteristics, methods, ranges, detection or reporting limits and locations. Demonstrate all enabling tasks, including conditioning and sampling where included. A laboratory shall not list a test solely because it owns equipment or plans to recruit staff.

Essential gate. Evidence: Method capability matrix and completed work.

TST-02 Method performance

Select performance characteristics appropriate to intended use, including accuracy, precision, selectivity, recovery, robustness and range where relevant. Use predefined acceptance criteria and representative matrices. Explain limitations of destructive tests, categorical observations and non-repeatable vehicle events.

Essential gate. Evidence: Validation data and method approval.

TST-03 Sampling and preparation

Control representativeness, sample preparation, conditioning, contamination and identification. State whether the laboratory sampled the item. Where a customer supplied the sample, conclusions shall normally apply to the submitted item unless a justified broader sampling design is verified.

Essential gate. Evidence: Sampling and preparation records.

TST-04 Measurement uncertainty

Evaluate uncertainty using relevant contributions, including calibration, preparation, sampling where applicable, repeatability and environment. Use experimental performance data where appropriate. Report uncertainty where needed for interpretation, conformity decisions, client agreement or method requirements.

Essential gate. Evidence: Budget, performance studies and reports.

TST-05 Run validity and control

Define batch/run acceptance, blanks, references, duplicates and system suitability as appropriate. Preserve outliers and apply predeclared exclusion rules. Repeated testing until a pass is obtained shall not replace investigation of the original failure.

Essential gate. Evidence: Run records and rejection investigations.

TST-06 Conformity statements

Agree a decision rule, applicable specification and treatment of uncertainty before testing. Explain whether results alone or guarded acceptance limits determine a pass. Identify inconclusive results where evidence cannot support a binary conclusion. Do not claim a universal risk probability without its assumptions.

Essential gate. Evidence: Contract rule and worked decisions.

TST-07 Opinions and interpretations

Separate factual test results from interpretation. Authorize personnel for opinions, document their basis and disclose limits. A test report shall not imply continuing product certification or type approval merely because the tested specimen passed.

Evidence: Interpretation authority and bounded reports.

TST-08 Automotive configuration control

Bind results to the tested hardware, software, calibration files, tires, load, fuel or energy state and conditioning as relevant. Identify modifications and engineering samples. Justify any extension to variants; untested configurations shall not inherit a result without an approved technical basis.

Essential gate. Evidence: Configuration manifest and variant analysis.

CAL Calibration laboratories

Determination of instrument or reference-system performance and measurement relationships.

Output boundary: Calibration certificate with results, uncertainty and traceability.

CAL-01 Capability expression

Define measurand, instrument types, method, range, location and the best demonstrable expanded uncertainty under stated conditions. Do not advertise capability below supported evidence. Actual customer results shall reflect the particular item and conditions, including worse performance where relevant.

Essential gate. Evidence: Capability schedule and uncertainty demonstration.

CAL-02 Traceability and reference hierarchy

Maintain competent calibration of reference equipment and documented traceability with uncertainty through each significant link. Control intermediate checks and drift. In-house calibration requires equivalent technical competence and evidence; it is not exempt because no commercial certificate is issued.

Essential gate. Evidence: Reference hierarchy and in-house calibration records.

CAL-03 Uncertainty budgets

Model significant contributions, distributions, sensitivity and correlation. State combined and expanded uncertainty, coverage factor and coverage basis. Review the budget for each range and implementation. Unsupported universal factors or copied supplier specifications shall not substitute for evaluated uncertainty.

Essential gate. Evidence: Budget calculations and review.

CAL-04 Item condition and adjustment

Record receipt condition and distinguish as-found results, adjustments or repair, and as-left results. Preserve evidence of out-of-tolerance conditions and notify the client of implications. Calibration shall not silently erase evidence of earlier instrument error.

Essential gate. Evidence: As-found/as-left records and client notice.

CAL-05 Calibration procedure

Control warm-up, alignment, loading, stabilization, environmental corrections, reference reading sequence and repeatability as applicable. Confirm transport effects for field calibration. Document deviations and support any correction applied to a customer result.

Evidence: Procedure and contemporaneous observations.

CAL-06 Certificate content

Report actual results, units, uncertainty, traceability basis, conditions, method, date and authorized release. Distinguish calibration from adjustment and conformity. Recommend a recalibration interval only under a justified agreement; the user retains responsibility for its instrument programme.

Essential gate. Evidence: Issued calibration certificates.

CAL-07 Conformity and instrument use

Apply an agreed rule when judging an instrument against a tolerance. Explain uncertainty and guard bands and avoid equating calibration with general fitness for every use. Evaluate which functions and ranges were actually calibrated.

Essential gate. Evidence: Decision rule and scope-limited statements.

CAL-08 Comparison and drift monitoring

Use competent intercomparisons or justified alternatives and monitor long-term reference stability. Investigate unexpected drift, recalculate relevant uncertainty and review affected customer results back to the last supported valid state.

Essential gate. Evidence: Comparison reports and drift investigations.

INSP Inspection bodies

Examination of vehicles, equipment, installations, products, processes or services using measured evidence and professional judgment.

Output boundary: Inspection report or certificate for the inspected object and occasion.

INSP-01 Inspection purpose and independence

Define object, stage, criteria, type of judgment and independence mode for each inspection. Disclose whether the body is independent, captive or related to the object owner or manufacturer. Do not describe an internal acceptance check as independent third-party approval.

Essential gate. Evidence: Inspection scheme and relationship record.

INSP-02 Professional judgment competence

Authorize inspectors for the specific technologies, defect mechanisms, methods and decisions they use. Assess judgment using observed inspections and technically challenging cases. Keep objective acceptance criteria distinct from expert judgment and record the rationale for discretionary conclusions.

Essential gate. Evidence: Witness records and judgment case review.

INSP-03 Inspection instructions

Use adequate instructions for selection, examination, measurement, acceptance and defect classification. Define inaccessible areas, disassembly limits and safe stopping conditions. Where judgment supplements instructions, ensure consistency and technical review.

Evidence: Instructions and completed check records.

INSP-04 Object state and extent

Identify the vehicle, installation, equipment or batch and actual condition at inspection. Record coverage, hidden or inaccessible features, sample basis and restrictions. An inspection certificate shall not imply every component was examined when access or sampling was limited.

Essential gate. Evidence: Identity, coverage and limitation evidence.

INSP-05 Equipment and supporting tests

Control inspection instruments and calibrations where measurement affects conclusions. Evaluate laboratory results used as inputs, including scope, configuration and timing. Inspection approval does not automatically cover the competence of all supporting testing.

Essential gate. Evidence: Equipment checks and input evaluation.

INSP-06 Site safety and intervention

Assess hazards at client sites and retain authority to stop. Do not cause unsafe operation merely to observe a fault. Record any repair, adjustment or intervention and preserve independence of the subsequent judgment.

Essential gate. Evidence: Site risk review and intervention log.

INSP-07 Inspection reports

Describe what was inspected, when, against which criteria, by whom and with what limitations. Identify defects, measured data, professional opinions and conclusions separately. State whether the conclusion applies only at the observed time or to a justified defined period.

Essential gate. Evidence: Report templates and completed inspections.

INSP-08 Consistency and monitoring

Monitor inspectors through witnessed work, repeat inspections, case comparison and complaints. Resolve inconsistent judgments, review affected reports and provide technical calibration of decisions. Rotate or independently review high-risk recurring client assignments.

Evidence: Monitoring plan and consistency studies.

MSC Management-system certification bodies

Independent certification of a defined management system, organizational boundary and scheme.

Output boundary: Time-bounded management-system certificate with surveillance.

MSC-01 Scheme and sector competence

Define each management-system scheme, requirement set, sector boundaries and certification cycle. Establish competence for contract review, team selection, auditing, technical review and decision, including automotive production and service risks. Accreditation for one scheme shall not imply authority for another.

Essential gate. Evidence: Scheme dossier and role competence.

MSC-02 Audit programme and duration

Determine audit effort from organizational size, complexity, sites, shifts, outsourcing, hazards and prior performance. Retain a documented calculation and reasons for adjustments. Travel, breaks and unsupported remote activity shall not be counted as productive audit time.

Essential gate. Evidence: Duration calculation and programme.

MSC-03 Initial readiness and implementation audits

Conduct a readiness review of scope, system design, internal audit and management review before a distinct implementation assessment. Resolve readiness obstacles and assess actual operation, process interactions and effectiveness. A document review alone shall not support initial certification.

Essential gate. Evidence: Readiness and implementation evidence.

MSC-04 Multi-site and shift coverage

Justify any site sampling using a common controlled system, comparable activities, central control and risk. Visit all unique or high-risk activities and cover relevant shifts. A headquarters visit does not automatically certify other locations; public scope shall identify included sites.

Essential gate. Evidence: Site population, selection and shift evidence.

MSC-05 Findings and independent decision

Base findings on traceable evidence and defined requirements, with significance justified. Verify closure of all initial-certification nonconformities before grant. A competent decision-maker independent of auditing shall review sufficiency, scope and unresolved risks; no sales role may direct certification.

Essential gate. Evidence: Findings, closure and decision record.

MSC-06 Surveillance and recertification

Use a certification cycle not exceeding three years, surveillance at least annually and recertification before expiry. Monitor changes, complaints, performance and continued implementation. No automatic extension is permitted while recertification remains incomplete. The body accreditation cycle is separately four years.

Essential gate. Evidence: Client cycle plan and surveillance records.

MSC-07 Certificate and transfer controls

Identify the legal client, system, requirement edition, activities, sites, dates and certificate status. Evaluate authenticity and current validity before accepting transferred certification; resolve open adverse issues. A management-system certificate shall not appear to certify every product or shipment.

Essential gate. Evidence: Certificates and transfer evaluation.

MSC-08 Suspension and restoration

Define and apply suspension, scope reduction and withdrawal rules. Require clients to stop misleading claims and preserve public status history. Restore only after verified correction and independent decision, without backdating an unapproved gap.

Essential gate. Evidence: Status actions and restoration evidence.

PCC Product, process and service certification bodies

Independent certification under a documented scheme with selection, evaluation, review, decision and any required surveillance.

Output boundary: Scheme-specific certificate; batch, type, ongoing product or service claims remain distinct.

PCC-01 Controlled certification scheme

Define object, requirements, selection, evaluation methods, review, decision, surveillance, validity and mark rules before offering certification. Distinguish single batch, type evaluation, ongoing production, process and service certification. A test report alone shall not be renamed a certification scheme.

Essential gate. Evidence: Scheme specification and technical validation.

PCC-02 Representative selection

Control specimen, batch and variant selection against the scheme purpose. Prevent applicant-selected golden samples from concealing production variability. Record family grouping, worst-case rationale and exclusions. Samples shall remain linked to the certified design or production scope.

Essential gate. Evidence: Selection plan and variant evidence.

PCC-03 Evaluation resources

Use competent testing, inspection and audit resources for each required activity. Review external evidence for identity, currency, methods, limits and independence. Accreditation of an input provider does not remove the responsibility of the certification body to evaluate suitability.

Essential gate. Evidence: Evaluation plan and input acceptance.

PCC-04 Review and certification decision

Assign review and certification decision to authorized people not involved in the evaluation. Confirm all scheme requirements and nonconformity closures before grant. Retain responsibility for the decision within the body; subcontracted evaluation shall not become subcontracted decision-making.

Essential gate. Evidence: Independent review and decision authorization.

PCC-05 Production and service continuity

Where the claim covers continuing output, evaluate production or service controls and perform risk-based surveillance at least annually. Include market or production sampling where justified. A batch-only scheme shall clearly exclude future batches and ongoing-production assurance.

Essential gate. Evidence: Surveillance design and actual evidence.

PCC-06 Changes and variants

Require notice of material design, software, materials, process, supplier or site changes. Evaluate their effect before extending certification. Maintain the exact approved variant list; unsupported equivalence between configurations is prohibited.

Essential gate. Evidence: Change assessment and controlled scope.

PCC-07 Certificates and mark license

Tie certificates and permitted marks to the specific object, scheme, variants, dates and status. Establish enforceable use rules and investigate misuse. The CAAR body approval mark shall not be used as the product certification mark.

Essential gate. Evidence: Certificate, mark license and monitoring.

PCC-08 Unsafe or nonconforming certified output

Investigate credible adverse evidence, contain further certification and decide on suspension, withdrawal or scope restriction. Notify affected parties and cooperate with applicable product-safety action without claiming to exercise public recall powers. Preserve traceable reasons and status history.

Essential gate. Evidence: Incident review and protective decisions.

PSC Personnel certification bodies

Independent assessment and certification of an individual against a defined occupational competence scheme.

Output boundary: Individual competence credential with limits, validity and recertification.

PSC-01 Occupational competence scheme

Base the scheme on a documented analysis of automotive tasks, responsibilities, hazards and required competence. Define prerequisites, assessment methods, pass criteria, scope and recertification. Consult balanced technical and user interests and review changes in technology and practice.

Essential gate. Evidence: Role analysis and scheme blueprint.

PSC-02 Training and assessment independence

Do not make purchase of training supplied by the body a condition of certification. Control conflicts involving trainers, employers and examiners; a trainer shall not be the sole assessor of their own learners. Separate commercial training targets from competence decisions.

Essential gate. Evidence: Conflict controls and candidate access rules.

PSC-03 Fair candidate access

Verify identity, prerequisites and consent; offer reasonable accommodations that preserve the competence being assessed. Publish clear rules for resits, misconduct, complaints and appeals. Language or access arrangements shall not silently alter safety-critical requirements.

Evidence: Candidate rules and accommodation records.

PSC-04 Valid examination and practical assessment

Map assessment tasks to the competence blueprint and test authentic individual performance. Use observed practical assessment for claimed hands-on skills, including safe response to abnormal conditions. A written test or attendance record alone shall not establish practical competence.

Essential gate. Evidence: Blueprint, rubrics and observed performance.

PSC-05 Secure and reliable assessment

Control item banks, examination versions, invigilation, remote identity and cheating risks. Evaluate scoring consistency and examiner competence; moderate borderline and disputed outcomes. Automated misconduct detection shall be corroborated before adverse action.

Essential gate. Evidence: Security controls and reliability review.

PSC-06 Independent competence decision

Use authorized decision-makers independent of training and assessment for the individual case. Require every mandatory competence and safety gate to be met; scores shall not average away unsafe performance. Record reasons and permitted work limitations.

Essential gate. Evidence: Competence matrix and decision record.

PSC-07 Credential and recertification

Issue a verifiable individual credential with scheme, competence scope, limits, effective and expiry dates. The certification term shall not exceed three years. Recertification shall demonstrate continued practice and competence, not payment or training attendance alone.

Essential gate. Evidence: Credential register and recertification evidence.

PSC-08 Misuse and loss of competence

Investigate misuse, serious incidents and credible evidence of lost competence. Apply proportionate restrictions or suspension with due process, update status and protect personal data. A competence certificate does not itself provide a statutory occupational license.

Essential gate. Evidence: Misuse investigations and status history.

VVB Validation and verification bodies

Assessment of a stated claim, assertion, dataset or prospective proposition against declared criteria.

Output boundary: Validation or verification statement, with assurance, materiality and use boundaries.

VVB-01 Claim and intended use

Identify the responsible claimant, assertion, period, organizational boundary, users and intended decision. Distinguish prospective validation from historical verification. Define criteria, assurance level, materiality and limitations before acceptance; do not mix these concepts in a generic assurance statement.

Essential gate. Evidence: Engagement specification and claim version.

VVB-02 Competence and impartiality

Assign competence in the claim subject, data systems, evidence methods and automotive context. Disclose relationships and do not independently verify a claim the body materially prepared. Separate technical assistance on process from authorship of the assessed assertion.

Essential gate. Evidence: Competence and conflict evaluation.

VVB-03 Strategic and risk analysis

Understand the claim process, sources, controls, estimation methods and likely misstatement pathways. Assess inherent and control risks, including omitted sources, boundary manipulation and double counting. Use this analysis to design an evidence-gathering plan.

Essential gate. Evidence: Risk analysis and evidence plan.

VVB-04 Materiality and evidence sufficiency

Define quantitative and qualitative materiality, aggregation and qualitative overrides. Obtain sufficient appropriate evidence through source checks, recalculation, interviews, site work and independent corroboration. A lower assurance level shall not excuse known material misstatement or unverifiable core data.

Essential gate. Evidence: Materiality rationale and source testing.

VVB-05 Estimates and future claims

Evaluate assumptions, uncertainty, scenarios and sensitivity for forecasts, models or lifecycle claims. Identify evidence that could falsify the claim. Validation shall explain plausibility and conditions; it shall not promise that a future result will occur.

Essential gate. Evidence: Model/estimate review and sensitivity evidence.

VVB-06 Findings and independent review

Resolve material discrepancies and document uncorrected issues before conclusion. A competent reviewer not involved in the engagement shall evaluate evidence sufficiency, reasoning, assurance wording and limits. Withhold or qualify a conclusion when evidence cannot support it.

Essential gate. Evidence: Review record and unresolved-issue treatment.

VVB-07 Statement content

Identify the exact claim version, period, criteria, assurance level, materiality basis, work summary, conclusion and limitations. Make exclusions visible. Distinguish source data verified from assumptions accepted and prevent broader environmental or safety claims than the work supports.

Essential gate. Evidence: Issued statements and claim linkage.

VVB-08 Facts discovered after issue

Evaluate later facts that could materially affect the conclusion, consult the claimant and take proportionate corrective action. Amend, withdraw or qualify the statement when necessary, notify known users and preserve the original and correction history.

Essential gate. Evidence: Post-issue review and notification.

AUD Audit and surveillance organizations

First-, second- or third-party supplier, process, shipment, production, service-network and other contracted audits or monitoring.

Output boundary: Audit or surveillance report; no certification authority is implied.

AUD-01 Mandate and output type

Define whether the work is first-, second- or third-party audit, production monitoring, shipment surveillance or other contracted oversight. Specify the client, intended users, criteria and independence relationship. Reports shall not claim certification unless a separately approved certification category applies.

Essential gate. Evidence: Mandate and output wording.

AUD-02 Auditor and observer competence

Authorize personnel for the automotive processes, products, defect mechanisms and sampling they assess. Verify ability to question, observe, trace records and distinguish evidence from assertion. Monitor performance through witnessed assignments and case review.

Essential gate. Evidence: Competence records and witness observations.

AUD-03 Risk-based audit coverage

Plan relevant sites, shifts, processes, suppliers and outsourced operations according to risk and scope. Trace both successful and adverse cases. Explain sampling limits; a short visit to selected records shall not support an unrestricted claim about every process or shipment.

Essential gate. Evidence: Coverage matrix and sampling rationale.

AUD-04 Surveillance continuity

For ongoing monitoring, define frequency, unannounced elements where agreed, escalation thresholds and missed-visit response. For loading or shipment work, record custody, quantity, identification and sealed-state limitations. Stop or qualify claims when continuity is broken.

Essential gate. Evidence: Monitoring plan and event logs.

AUD-05 Evidence and findings

Tie each finding to criteria, actual evidence, location and time. Distinguish nonconformity, observation and improvement advice. Do not dilute a consequential failure into an advisory comment to satisfy the commissioning client.

Essential gate. Evidence: Traceable findings and supporting records.

AUD-06 Reporting and independent review

Review technical sufficiency and independence before release, including assignment scope, observed facts and limitations. For safety-critical work use a reviewer independent of the auditor. Client factual comments may be considered but shall not suppress substantiated findings.

Essential gate. Evidence: Review and client-comment disposition.

AUD-07 Follow-up and closure

Verify corrective effectiveness using evidence proportionate to the finding; use further site observation where documents cannot demonstrate actual change. State whether follow-up is included in the mandate. A closed audit finding does not imply product certification.

Evidence: Closure verification and residual-risk record.

AUD-08 Remote observation and authenticity

Validate identity, location, live-feed integrity and evidence completeness for remote work. Record outages, blind spots and client-controlled selection. Require physical follow-up where risk or evidence limitations prevent a reliable conclusion.

Essential gate. Evidence: Remote feasibility and corroboration records.

PTP Proficiency and intercomparison providers

Design, delivery and evaluation of comparisons for automotive measurement, testing and inspection competence.

Output boundary: Participant performance report with design, assigned values and evaluation limits.

PTP-01 Programme design

Define the competence question, participant population, item type, measurand, matrix, range and performance criterion. Choose a design suited to the comparison purpose and participant methods. Pilot unusual designs before using results for consequential participant judgments.

Essential gate. Evidence: Design dossier and pilot evidence.

PTP-02 Provider competence

Maintain expertise in item preparation, measurement, statistics, logistics, automotive applications and performance interpretation. Evaluate outsourced contributors and retain responsibility for the programme. Prevent commercial relationships from influencing assigned values or participant scores.

Essential gate. Evidence: Competence and impartiality records.

PTP-03 Item homogeneity and stability

Demonstrate suitable homogeneity and stability over preparation, transport, storage and participation periods. Quantify their influence on assigned values and performance interpretation. Investigate damaged or compromised items and avoid penalizing participants for provider-controlled failures.

Essential gate. Evidence: Homogeneity, stability and shipping studies.

PTP-04 Assigned values and uncertainty

Establish assigned values using a justified technically competent approach and evaluate uncertainty. Where participant consensus is used, assess method bias, population suitability and robustness. Do not imply traceability that the assignment method cannot support.

Essential gate. Evidence: Assigned-value calculations and uncertainty.

PTP-05 Performance statistics

Predefine evaluation statistics, limits, exclusions and treatment of uncertainty. Check calculations independently and explain the meaning and limitations of performance categories. A single satisfactory result shall not be represented as full-scope laboratory competence.

Essential gate. Evidence: Statistical plan and verified calculations.

PTP-06 Secure distribution and confidentiality

Control item identification, instructions, distribution, deadlines and participant coding. Protect identities and results; explain any authorized disclosure. Prevent collusion or disclosure of target values before submissions close.

Evidence: Distribution controls and participant agreements.

PTP-07 Results and technical feedback

Report design, assigned values, uncertainty, methods, evaluation criteria, participant results and relevant caveats. Identify provider deviations and their effects. Give useful technical feedback without changing performance criteria after seeing desired outcomes.

Essential gate. Evidence: Reports and feedback records.

PTP-08 Appeals and programme improvement

Investigate disputed scoring, item issues and computational errors independently. Correct affected reports and notify participants. Analyze programme performance and improve future rounds without erasing original results or traceable decisions.

Evidence: Appeals and improvement records.

RMP Reference material producers

Production and characterization of automotive reference materials, reference artifacts and supported reference data.

Output boundary: Material or artifact certificate describing properties, uncertainty, stability and proper use.

RMP-01 Material specification

Define the material, artifact or reference dataset, intended use, properties, matrix, range, quantity and limitations. Distinguish certified properties from indicative values. Establish acceptance criteria and a production plan before making claims.

Essential gate. Evidence: Specification and production dossier.

RMP-02 Production control

Control source materials, preparation, processing, contamination, packaging and batch identity. Qualify critical suppliers and outsourced steps. Retain a traceable batch history and demonstrate that the final units represent the characterized material.

Essential gate. Evidence: Batch records and process verification.

RMP-03 Homogeneity

Design and evaluate homogeneity studies at the minimum sample intake and unit scale relevant to use. Include between-unit and within-unit effects where necessary. Set limits that support the intended uncertainty and prevent unsupported claims for smaller portions.

Essential gate. Evidence: Homogeneity study and intake limits.

RMP-04 Stability

Assess short-term transport and long-term storage stability under defined conditions. Monitor throughout the assigned validity period and include relevant uncertainty. Update users when degradation could affect results; expiry shall be evidence-based.

Essential gate. Evidence: Stability model and monitoring.

RMP-05 Characterization and traceability

Use competent, justified characterization methods with sufficient independence and bias evaluation. Establish an appropriate traceability chain for assigned properties and disclose operationally defined values. Account for conflicts between methods rather than selecting a convenient value.

Essential gate. Evidence: Characterization data and traceability evidence.

RMP-06 Assigned value and uncertainty

Combine characterization, homogeneity, stability and other relevant contributions using a justified model. State assigned values, units, expanded uncertainty, coverage factor and basis where appropriate. An indicative property shall not be presented with unsupported certified precision.

Essential gate. Evidence: Value assignment and uncertainty review.

RMP-07 Certificate and distribution

Provide unique batch/unit identity, producer, property values, status, uncertainty, traceability, use instructions, intake, storage, validity and limitations. Maintain distribution records sufficient for correction or recall notices while protecting customers.

Essential gate. Evidence: Certificate and distribution trail.

RMP-08 Post-distribution assurance

Monitor stability and complaints, investigate erroneous certificates or unsuitable material, and notify affected users promptly. Withdraw or correct values where necessary and assess impacts on customer results. Preserve original certificates and the reasoned amendment trail.

Essential gate. Evidence: Monitoring and user notification records.

Automotive domain map

Apply every material overlay. The selected category defines the assessment activity; the overlay defines automotive-specific risks and evidence needs. An overlay never grants a new category or removes a core requirement.

Domain	Coverage
A01 Vehicle safety and structural performance	Crash, restraint, braking, handling, occupant and road-user protection.
A02 Batteries, electric propulsion and high energy	Cells, modules, packs, traction systems and electrical safety.
A03 Charging, power conversion and infrastructure	Charging equipment, communications, grid interfaces and installations.

Domain	Coverage
A04 Software, cybersecurity and connected systems	Embedded software, over-the-air updates, diagnostics and communications.
A05 Automation, artificial intelligence and virtual testing	Driver assistance, automated functions, learned models and digital twins.
A06 Materials, components and durability	Metals, polymers, joining, coatings, parts and environmental durability.
A07 Manufacturing and supply-chain assurance	Production, robotics, quality systems, supplier processes and traceability.
A08 Emissions, energy and sustainability claims	Energy use, emissions, resource efficiency, lifecycle and environmental assertions.
A09 Inspection, repair, service and aftermarket	Vehicle condition, repair, maintenance, replacement parts and service networks.
A10 Commercial, heavy, off-highway and special vehicles	Trucks, buses, agricultural, construction and special-purpose vehicles.
A11 Human factors, accessibility and service experience	Ergonomics, interfaces, usability, comfort and inclusive mobility.
A12 Circularity, reused parts and emerging technologies	Remanufacturing, second-life products, advanced fuels and novel automotive systems.

A01 Vehicle safety and structural performance

Crash, restraint, braking, handling, occupant and road-user protection.

A01-01 Boundary and configuration

Define the safety function, vehicle configuration, occupant or load conditions, speed, surface and environment. Distinguish component, subsystem and whole-vehicle conclusions; identify untested variants and real-world limitations.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A01-02 Instrumentation and event fidelity

Verify sensor range, synchronization, calibration, filtering, trigger and acquisition completeness for fast or destructive events. Validate test fixtures, surrogates and post-processing; retain raw traces and failed acquisitions.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A01-03 Safe execution and coverage

Use controlled facilities, competent personnel and explicit emergency/abort rules. Cover critical scenarios and boundary conditions appropriate to the claim. Do not expose people to hazardous demonstrations merely to provide witness evidence.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A01-04 Reasoned conclusion

Link each conclusion to measured evidence, uncertainty and the actual test configuration. Avoid translating one successful test into a universal safety claim. Explain limits of simulation, surrogate behavior and extrapolation.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A02 Batteries, electric propulsion and high energy

Cells, modules, packs, traction systems and electrical safety.

A02-01 Energy-state identity

Record chemistry, configuration, age, health, charge state, conditioning, protection settings and software. Distinguish new, damaged and second-life items and preserve their provenance.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A02-02 Hazard controls

Assess high voltage, stored energy, thermal runaway, toxic release and fire propagation risks. Establish qualified roles, isolation verification, remote operation, containment and emergency response before testing or inspection.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A02-03 Representative validation

Control fixtures, cooling, loading, abuse inputs, temperature and measurement synchronization. Validate accelerations and surrogate conditions; demonstrate that they support the claimed use rather than merely producing a dramatic result.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A02-04 Lifecycle interpretation

Explain test limits for aging, repair, transport, reuse and end-of-life. A result from one state or specimen shall not automatically approve an entire battery family or all future service conditions.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A03 Charging, power conversion and infrastructure

Charging equipment, communications, grid interfaces and installations.

A03-01 System boundary

Identify equipment variants, connectors, firmware, power ratings, installation conditions and vehicle/grid interfaces. Separate laboratory equipment performance from installed-system acceptance.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A03-02 Electrical and interface evidence

Verify protective functions, isolation, fault response, thermal behavior, communications and interoperability across justified combinations. Record reference equipment and compatibility limitations.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A03-03 Field reliability

Evaluate site conditions, access, environmental exposure, emergency operation and maintenance. Validate load emulation and explain its limits where full rated operation cannot be observed.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A03-04 Updates and service continuity

Assess the impact of firmware, backend, payment or control changes on prior evidence. Preserve versioned configurations and require targeted reevaluation before extending claims to changed interfaces.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A04 Software, cybersecurity and connected systems

Embedded software, over-the-air updates, diagnostics and communications.

A04-01 Authorized and bounded testing

Define written authorization, assets, interfaces, data and permitted techniques before security testing. Isolate hazardous functions, protect third parties and establish stop and disclosure procedures.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A04-02 Reproducible technical evidence

Record builds, dependencies, settings, tools, test data and execution environment. Verify findings manually where material; preserve evidence sufficient to distinguish exploitable conditions from scanner noise.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A04-03 Lifecycle and update integrity

Evaluate secure development, access, update authenticity, rollback, recovery and vulnerability handling according to the engagement. Distinguish process assurance from a claim that software is free of vulnerabilities.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A04-04 Time-bounded conclusions

State the assessed version, threat assumptions and date. Reassess material changes and newly relevant threats; a past assessment shall not imply perpetual security or coverage of untested interfaces.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A05 Automation, artificial intelligence and virtual testing

Driver assistance, automated functions, learned models and digital twins.

A05-01 Operational domain and responsibility

Define operating domain, intended users, human supervision, system limits and fallback responsibilities. Record the exact model, training/reference data lineage and deployed configuration.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A05-02 Scenario credibility

Use a justified scenario catalogue spanning normal, rare, adverse and boundary conditions. Check data representativeness, bias and leakage. A large scenario count alone shall not establish meaningful coverage.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A05-03 Correlation and uncertainty

Validate simulation, emulation and digital twins against suitable physical evidence and quantify important discrepancy. Bound any substitution of virtual for physical testing and require independent technical challenge.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A05-04 Change and residual risk

Evaluate drift, software updates and distribution shifts. Report unresolved scenarios, uncertainty and human-performance assumptions. Do not equate a model accuracy metric with whole-system safety.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A06 Materials, components and durability

Metals, polymers, joining, coatings, parts and environmental durability.

A06-01 Material and sample identity

Record batch, composition, processing, orientation, conditioning, aging and preparation. Control contamination and specimen geometry. Representative coupons shall be linked to actual production conditions.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A06-02 Method fitness

Validate destructive, nondestructive, chemical and accelerated methods for the matrix and use. Establish detection capability, uncertainty and defect sensitivity; evaluate operator influence.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A06-03 Life prediction limits

Justify acceleration factors, load spectra and extrapolation models with supporting data. Separate observed durability from predicted service life and disclose censoring, sample size and uncertainty.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A06-04 Production transfer

Assess changes in supplier, material, tooling, joining, coating or process before extending results. Trace nonconforming batches and distinguish screening from certification of every produced item.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A07 Manufacturing and supply-chain assurance

Production, robotics, quality systems, supplier processes and traceability.

A07-01 Process and site coverage

Map production steps, sites, shifts, critical suppliers, outsourced operations and traceability. Identify special processes whose results cannot be fully verified afterward.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A07-02 Actual performance evidence

Observe real production and review process capability, failures, rework, escapes and control effectiveness. Verify data denominators and sampling; presentation slides alone shall not demonstrate implementation.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A07-03 Automation and measurement control

Evaluate robot/program versions, sensor integrity, measurement capability, change control and human override. Challenge automated inspection using known defects and boundary cases.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A07-04 Traceable supplier conclusions

Link findings and certifications to the actual supplier, site, product/process family and time period. Avoid automatic approval of an entire supply chain based on one tier or headquarters audit.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A08 Emissions, energy and sustainability claims

Energy use, emissions, resource efficiency, lifecycle and environmental assertions.

A08-01 Boundary and functional basis

Define lifecycle or operational boundary, functional unit, period, activity data, exclusions and intended comparison. Avoid favorable boundary selection that hides material burdens.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A08-02 Measurement and data quality

Verify sampling, analyzers, energy measurements and data sources. Evaluate representativeness, missing data, estimation methods and uncertainty. Distinguish measured values from modeled or supplier-provided information.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A08-03 Claim integrity

Check allocation, aggregation, double counting, baseline selection and sensitivity. Separate gross impacts, reductions and any compensating claims; do not describe a narrow test result as proof of overall environmental superiority.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A08-04 Comparable communication

State criteria, assumptions, limits and whether validation or verification was performed. Comparative claims require a genuinely comparable basis and material caveats visible to intended users.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A09 Inspection, repair, service and aftermarket

Vehicle condition, repair, maintenance, replacement parts and service networks.

A09-01 Vehicle and repair history

Identify the vehicle, configuration, mileage where relevant, modifications, damage and available maintenance records. Record inaccessible systems and the reliability of supplied history.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A09-02 Competent diagnosis and examination

Use validated diagnostic methods, current information, suitable equipment and authorized personnel. Distinguish symptom observation from confirmed cause and preserve diagnostic data.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A09-03 Post-intervention integrity

Evaluate the consequences of repair, parts substitution, calibration or software changes for affected safety functions. Verify required relearning or calibration and do not hide work performed during an inspection.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A09-04 Bounded service conclusion

State inspected items, observed condition, exclusions and the actual date. Do not promise future roadworthiness or absence of hidden defects beyond evidence; escalate serious safety concerns promptly.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A10 Commercial, heavy, off-highway and special vehicles

Trucks, buses, agricultural, construction and special-purpose vehicles.

A10-01 Duty and configuration

Define load, duty cycle, attachments, bodywork, auxiliary systems and operating environment. Distinguish chassis, completed vehicle and special conversion scope.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A10-02 System interaction

Evaluate braking, stability, visibility, coupling, load restraint and relevant hydraulic, pneumatic or lifting interactions. Include critical interfaces introduced by bodybuilders or attachments.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A10-03 Representative working conditions

Justify loads, routes, terrain, climate and accelerated duty simulations. Control risks to operators and bystanders and retain actual conditions and instrument performance.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A10-04 Variant and conversion limits

Reassess material conversions, attachments and load changes. A result for one duty or body configuration shall not automatically extend to all specialized uses.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A11 Human factors, accessibility and service experience

Ergonomics, interfaces, usability, comfort and inclusive mobility.

A11-01 Users and intended task

Define user population, tasks, abilities, language, context and foreseeable misuse. Include relevant accessibility needs and explain exclusions rather than claiming universal usability.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A11-02 Ethical and valid study

Use informed participation, appropriate privacy, safe procedures and justified sampling. Control learning effects, ordering, fatigue and conflicts; protect vulnerable participants.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A11-03 Objective and subjective evidence

Validate measurement instruments, questionnaires and observation methods. Separate measured behavior from preferences and marketing impressions. Report variability and uncertainty, not only average scores.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A11-04 Safety-relevant interpretation

Evaluate distraction, workload, errors and recovery where relevant. A comfort or satisfaction result shall not substitute for evidence of safe operation or accessibility across untested populations.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A12 Circularity, reused parts and emerging technologies

Remanufacturing, second-life products, advanced fuels and novel automotive systems.

A12-01 Provenance and condition

Establish identity, prior use, processing history and known limitations of reused or remanufactured items. Classify unknown provenance explicitly and do not erase original safety-relevant history.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A12-02 Fit-for-purpose reassessment

Define the new intended use and evidence needed for retained safety, performance and durability. Evaluate degradation, contamination, residual life and incompatible interfaces.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A12-03 Novel-method readiness

For emerging technology, establish credible criteria, competent expertise, validation and independent challenge before approval. Use a bounded pilot when knowledge is insufficient; future capability shall not appear as current approved scope.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

A12-04 Circular claims and traceability

Trace material recovery, reuse and disposal claims to actual evidence. Distinguish technical suitability from environmental benefit and quantify relevant limitations or trade-offs.

Essential gate. Evidence: Configuration, competent execution, original data, validation and bounded report for this domain.

IR01 Routes, categories and authority

IR01-01 Route selection

Use ACC for continuing body capability and REC only for a bounded project and enumerated outputs. Apply the common core, all relevant category modules and all material automotive overlays. A lighter administrative route shall not reduce technical requirements.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR01-02 Separate authorization

Approve each legal entity and scope row explicitly. Shared systems and evidence may be reused, but branches, categories, methods, sites and independence modes do not inherit authorization automatically.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR01-03 REC boundary

Before a REC project starts, agree its window, applicable criteria, witnessing and output list. Review actual work before recognizing any output. Recognition cannot retroactively turn work into accredited work or authorize unrelated future reports.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR01-04 Readiness without approval

An applicant lacking sufficient completed work may receive a private readiness review. It has no approval status, mark right or public accreditation claim. Demonstrations must be identified honestly and cannot be represented as real client history.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR02 Scope and independence controls

IR02-01 Scope-row minimum

Record entity ID, category, object/property, method or scheme and edition, capability/range, uncertainty where relevant, site, delivery mode, independence mode, limitations, effective dates and status for every row.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR02-02 Family grouping

Group methods only where principles, equipment, staff competence and risk are demonstrably comparable. Record representative and worst-case members. Novel methods, materially different hazards or unsupported ranges form separate families.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR02-03 Mode restrictions

Only IND supports MSC, PCC or PSC under CAAR. CAP and SEP may support other listed activities when their controls are met and actual relationships are disclosed. Independence must be assessed at both organizational and engagement level.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR02-04 Scope change

Prior approval is required for new categories, technical families, critical sites, independence modes or material capability extensions. An administrative correction that does not change technical capability may use controlled expedited review, with a recorded rationale.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR03 Site assessment, sampling and witnessing

IR03-01 Initial physical assessment

Before initial ACC, physically assess every critical permanent location and witness representative actual work for every category and technical family. Remote evidence may supplement but not replace this initial physical coverage. Field activities require representative field witnessing.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR03-02 Case-file sample

For each category/site/technical-family stratum use the previous twelve months population N: review all if N is five or fewer; otherwise at least $\max(5, \text{ceiling}(\text{square root of } N))$. Add failures, complaints, amendments, outsourced work and high-risk cases; expand when adverse evidence appears.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR03-03 Minimum performance evidence

Before ACC approve each family/site only after at least three complete executed case files and one directly witnessed end-to-end activity are demonstrated. Controlled demonstrations may supplement testing capability with clear labels; MSC, PCC and PSC require actual completed client/candidate cases and a witnessed full evaluation.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR03-04 REC and remote limitations

Review every REC output and all material project stages; sampling may support detailed source checks, not omission of an output decision. A fully digital REC project may use remote witnessing only with proven identity, original-system access, independent corroboration and no unverified physical claim.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR04 Findings, decisions and deadlines

IR04-01 Initial grant gate

Grant ACC or REC only with all applicable requirements Met and all initial findings closed with verified effectiveness. Pending is not Met; justified NA requires an inherent scope reason. There is no conditional initial grant and no compensating total score.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR04-02 Active-scope findings

A Minor may remain open on active ACC for at most ninety calendar days if validity, safety and impartiality remain demonstrably protected. A Major requires immediate containment and a thirty-day closure target; unresolved affected scope enters suspension review. Critical findings trigger immediate protective suspension review and evidence preservation.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR04-03 Decision independence

Use a three-person panel independent of assessment, requiring at least two affirmative votes. Retain dissent and technical reasons. Recent consultancy or employment with the applicant within thirty-six months disqualifies an IAF assessor or decision-maker; other significant interests require exclusion whenever they compromise impartiality.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR04-04 Fair response and appeal

Allow fifteen calendar days for factual response to draft findings and thirty calendar days to appeal an IAF decision. A different three-person panel decides appeals, normally within forty-five calendar days of a complete file. Urgent protective action may precede full response, with prompt review.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR05 Term, monitoring and renewal

IR05-01 ACC term

A full ACC grant lasts no more than four years from the effective decision date. Plan surveillance by months twelve, twenty-four and thirty-six, including at least one physical visit each year to risk-selected critical locations. Every approved site and family shall be covered during the cycle.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR05-02 Reporting and renewal

Receive annual information within thirty calendar days after each anniversary. Apply for renewal at least six months before expiry and complete reassessment and independent decision before expiry. Pending work does not extend the term; a new decision cannot backdate a gap.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR05-03 REC project window

REC project authorization to seek output recognition ends by the agreed completion date, no later than twelve months after the project decision. Each recognized output retains a historical verification record with corrections/status; new work after the window requires a new project decision.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR05-04 Risk escalation

Increase visits, witnessing and file samples after incidents, adverse comparisons, rapid expansion, key-person loss or unreliable records. Do not lower surveillance solely because the body is large, influential or commercially important. Refused necessary access prevents continued approval of affected scope.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR06 Report trust, marks and status

IR06-01 Eligibility at work and release

An ACC-endorsed output requires active matching scope when the work was performed and when released. Identify any period, site or activity outside approval. REC wording requires the specific output-recognition decision and cannot be replaced by ACC wording.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR06-02 Authenticity and reliance

Verification shall distinguish authentic identity, document integrity, historical scope, current status and technical limitations. A matching QR code or hash alone is insufficient. The recipient remains responsible for intended-use suitability and any required public acceptance.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR06-03 Status-change protection

Publish suspension, withdrawal, expiry, replacement and material report correction with effective dates. Preserve prior versions and explain whether earlier outputs are affected. A later suspension does not automatically invalidate every earlier result, but an impact review may identify particular invalid outputs.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR06-04 Mark restrictions

Use only authorized artwork and required scope/route wording. Do not place the CAAR body mark on products, vehicle approval plates, personnel credentials or unrelated services as if it were their certification. No membership or candidate claim may mimic technical approval.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR07 Data, records and platform operation

IR07-01 Identity and versioning

Use distinct stable identifiers for bodies, sites, scope rows, decisions, projects and outputs. Never recycle withdrawn IDs. Link amendments and transfers; record the issuing legal entity and authoritative time basis.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR07-02 Minimum retention

Apply the ten-year minimum in CAAR-18.03 to technical and decision evidence. Preserve legal holds and longer binding obligations. Retain public historical status while minimizing personal data; remove incidental recordings thirty days after case/appeal closure unless justified evidence retention is required.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR07-03 Reliable verification service

Before public launch, test access control, digital signatures where used, revocation, status propagation, backups, export and a manual fallback. Do not advertise a live universal database or automatic authenticity service before it actually operates.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR07-04 Evidence access and breach response

Provide lawful assessor access to originals under controlled permissions. Log transfers and access, isolate suspected compromise and preserve evidence. Notify IAF within forty-eight hours for material integrity incidents and meet any shorter binding notification duty.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR08 Programme governance and acceptance

IR08-01 Adoption and implementation

Record approval of this edition, responsible governing body, implementation date, contact channels, registry operator and transition rules. These prepared documents alone do not establish an operating accreditation service or grant any body approval.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR08-02 Calibration and pilots

Pilot at least laboratory, inspection, certification and digital/verification cases before full launch. Compare assessor judgments, validate forms and scope wording, and correct weaknesses. Pilot participation is not accreditation.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR08-03 Accountability and safeguards

Audit the scheme annually, independently evaluate it at least every four years and publish a proportionate integrity summary. Investigate conflicts, appeals, falsified evidence and misuse without interference from membership, sponsorship or leadership interests.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

IR08-04 Acceptance development

Maintain documented acceptance arrangements and user feedback with exact boundaries. Seek employer, buyer and authority confidence through demonstrated reliability and transparent oversight. No statement shall imply automatic legal equivalence, reciprocal recognition or acceptance in every country.

Essential gate. Evidence: Controlled scheme record, independent review and exact scope/decision evidence.

Annex A - Definitions and interpretation

Term	Meaning
Accreditation	IAF sectoral attestation of the continuing competence of a body for an explicitly approved scope under CAAR.
Recognition	IAF review and acceptance of a bounded assessment project and enumerated outputs; not body accreditation.
Conformity assessment body	A legal organization performing one or more activities listed in the CAAR category schedules.
Scope row	The smallest controlled authorization unit linking activity, object, method or scheme, capability, site and limitations.
Technical family	A justified group with common principles, equipment, competence and risk; grouping is not inferred from commercial service labels.
Critical location	A permanent or temporary location performing work, technical control, review, decision or release that materially affects result validity.
Witnessing	Direct observation of actual performance, conditions and decisions, in person or by a justified supported remote method.
Verification of a method	Demonstration that an established method performs adequately in the actual implementation used by the body.
Validation of a method	Evidence that a method or model is fit for its defined intended use and conditions.
Validation of a claim	Assessment of the plausibility and support for a prospective claim under the VVB category.
Verification of a claim	Assessment of a claim about past or existing facts against declared criteria under the VVB category.
Decision rule	A pre-agreed rule connecting results, uncertainty, acceptance limits and the stated conformity conclusion.
Report authentication	Confirmation of issuer, document identity, integrity, scope and status; not a substitute for technical review.
Endorsement	Authorized use of CAAR approval wording or marks on an eligible output.
Approval at work and issue	The relevant scope must cover both performance dates and the date of endorsed release; retroactive endorsement is prohibited.

Term	Meaning
Met	Adequate objective evidence demonstrates the applicable requirement.
Minor	An isolated non-systemic lapse without demonstrated loss of validity, impartiality or safety; still requires correction and closure.
Major	A systemic or consequential failure, missing competence or significant threat to reliable performance.
Critical	Actual or imminent serious harm, systemic falsification, material evidence compromise or similarly severe loss of trust.
Pending	The evidence is absent, inaccessible, unresolved or not yet assessed; it is not a pass.
Not applicable	A reasoned exclusion inherent to the declared scope, accepted by IAF; lack of evidence or resources is not non-applicability.

Annex B - Decision and status matrix

Situation	Required disposition
Initial ACC / REC: all applicable Met	Eligible for independent decision; grant is never automatic from a checklist alone.
Initial open Minor, Major, Critical or Pending	No grant for the affected scope. Close with verified effectiveness or expressly exclude unsupported scope.
Justified NA	Only inherent scope non-applicability, accepted and reasoned; missing evidence is Pending.
Active ACC isolated Minor	May continue only with protected validity, safety and impartiality; close within 90 calendar days.
Active ACC Major	Immediately contain affected activity; 30-day closure target; unresolved scope enters suspension review.
Critical integrity or safety failure	Immediate containment and protective suspension review; preserve evidence and assess prior-output impact.
Expired or withdrawn ACC	No new affected endorsed work or release. Preserve truthful historical records.
REC project completed	No authority for new unrelated outputs. Retain recognition and correction history for enumerated records.

No arithmetic compensation

A numerical readiness dashboard may help planning, but shall not determine approval. One failed essential competence, safety or integrity gate cannot be offset by excellent performance elsewhere. A scope reduction must be technically coherent, disclosed and independently decided, not used to hide a failed requirement that still affects the retained work.

Annex C - Minimum controlled scope and output data

Record	Mandatory minimum
Body	Stable body ID; legal entity and responsible parent where relevant; addresses; ownership/control; contacts; category and independence modes.
Site	Stable site ID; actual address or bounded field arrangement; performed functions; technical leadership; status and dates.
Scope row	Stable row ID; entity/site; category; automotive domains; object/property; method or scheme/version; range/capability; uncertainty if relevant; delivery and independence modes; exclusions; dates/status.
Decision	Stable decision ID; route; assessed edition; evidence manifest; panel/competence/conflicts; votes/reasons; approved scope version; effective/expiry; conditions and appeal notice.
Output	Unique ID and revision; issuer; client/object/configuration; actual performance/issue dates; location; method/criteria; results; uncertainty/decision rule as relevant; limitations; reviewer/release; approval linkage.
REC project	Project ID; window; purpose/criteria; scope/modules; work plan; enumerated output IDs/revisions; recognition decisions and correction history.
Status event	Affected identifiers; previous/new state; reason; effective and publication times; authorizer; impact on prior outputs and notification trail.

Annex D - Sampling and witness examples

The following examples illustrate IR03 and do not establish statistical confidence.

Population N in one stratum	Minimum case files
3	3; also satisfies the numerical three-case readiness floor, subject to actual completeness.
16	5
64	8
121	11
Separate strata: 16 and 64	5 + 8 = 13; not the pooled value 9 for 80.
2	Review both, but initial ACC family/site readiness remains insufficient.

Selection beyond the minimum

Add adverse outcomes, amendments, complaints, outsourced activity and high-risk work. Increase sampling where evidence conflicts or a systemic problem emerges. Every category/family needs an end-to-end witness and every initial critical permanent site a physical assessment. REC requires review of every output and material project stage.

Annex E - Deadlines and cycles

Action	Time	Condition
Receipt acknowledgement	5 business days	Administrative target; does not imply acceptance.
Administrative screening	15 business days	Target from receipt; completeness may require further evidence.
Completeness response	Normally 20 calendar days	Case-specific extension may be agreed and recorded.
Draft factual response	15 calendar days	From notified draft findings; urgent protection may act sooner.
Initial decision	Target 30 calendar days	After a complete decision file; never automatic grant.
Active ACC Minor closure	Maximum 90 calendar days	Only where validity, safety and impartiality remain protected.
Active ACC Major closure	30-calendar-day target	Immediate containment; unresolved scope enters suspension review.
Serious incident notice	Within 48 hours	From awareness; any shorter binding duty also applies.
Other material changes	Before implementation / within 30 calendar days if unexpected	Expanded scope cannot be used before approval.
IAF appeal submission	30 calendar days	From notification of the decision.
Complaint/appeal outcome	Target 45 calendar days	From a complete file; explain delay and protection.
ACC annual report	Within 30 calendar days of anniversary	Surveillance planned by months 12, 24 and 36.
ACC renewal application	At least 6 months before expiry	Decision completed before four-year maximum term ends.
REC project window	Maximum 12 months	Historical output recognition is distinct from authority for new work.
Protective public status update	Normally within 2 business days	Retain exact effective dates and audit history.
Technical record retention	At least 10 years	After output issue or related certificate end, whichever is later; longer obligations/holds prevail.

Clock and notice rules

Calendar days include weekends and holidays. Business days follow the notified IAF operating calendar. Record delivery and receipt of notices. Targets allow a reasoned delay with communication; maximum approval terms and protected closure limits do not silently extend. Any binding shorter obligation remains applicable.

Annex F - Programme launch and future development

Before operational launch, adopt the edition and implementation notice; appoint competent independent roles; validate application, evidence, decision, appeal and monitoring processes; test the registry and manual verification route; and complete representative pilots. The prepared edition itself grants no approval.

Stage	Evidence required
Governance	Recorded authority, impartiality oversight, role competence, independent panels and protected reporting.
Technical readiness	Category assessors, domain expertise, physical/witness capacity, method and uncertainty capability.
Pilot	Laboratory, inspection, certification and digital/verification cases, compared judgments and corrected gaps.
Operational validation	Accurate scopes, fields, dates, access, signed decisions, status changes, correction history and recovery.
Acceptance	Specific user/authority arrangements and feedback with actual geography, purpose and scope.
Future modules	Controlled research, data/model credibility, new energy systems, circularity and prospective transition rules.

Annex G - Document set and record hierarchy

Document	Purpose
Standard and Internal Directives	Normative integrated core, categories, automotive overlays, directives and annexes.
Applicant Guide	Practical route selection, preparation and evidence guidance.
Assessment and Operations Manual	IAF roles, 17 operating procedures, decisions and monitoring.
Technical Competence and Evidence Manual	14 technical implementation chapters and worked examples.
Report Trust and Mark Usage Rules	Controlled claims, output verification, registry and misuse response.
Application	Writable ACC/REC legal and governance application.
Scope and Technical Capability Forms	Writable scope rows and category-specific technical annexes.
Self-Assessment Report Template	Requirement-based implementation and evidence narrative.
Assessment Checklist	240 mapped requirements, findings and scope decision records.
Governance and Records Toolkit	20 operational templates for the assessment lifecycle.

Controlled change

Resolve contradictions in favor of the higher-level requirement and record the issue for correction. Do not use a form omission to waive a requirement. Completed records shall identify the editions used and their authorizing persons. Changes to technical rules require prospective adoption and transition; administrative templates may be corrected without altering substantive duties.