

## ACCREDITATION PROCESS PHASES

### Initial Accreditation – at most 2 years

No.	Name of the stage	Time allocated for MOLDAC	Time allocated for CAB
1	Application review, preliminary visit and resources review  (for new scopes, including for CABs with many scopes, locations)	1 month  3 months	-
2	Elimination of the deficiencies detected in preliminary visit	-	on CAB need, but not to exceed 9,0 – 13,0 months (depending on provided deadline at point 1.3) provided for stages 2, 4
3	Appointment of assessment team, analysis of documents and records  (for new scopes, including for CABs with many scopes, locations)	1 month after eliminating of deficiencies  3 months after eliminating of deficiencies	-
4	Elimination of detected nonconformities during the documents review and submitting revised documentation to MOLDAC office	-	on CAB need (according to point 2)
5	Analysis of the revised documentation, preparation and conducting on-site assessment. Planning of witnessing assessments	1 month after eliminating the nonconformities since documents review	-
6	Preparation of assessment reports	0,5 month	
7	Determining the causes of the nonconformities detected at the on-site assessment and witnessing assessments, determining the corrections, the corrective actions and presentation of the proofs to MOLDAC secretariat	-	on CAB need, but not to exceed 6 months
8	Analysis of the evidences presented by CAB, performance of the follow-up assessments and recording the results Preparation of Annex to Assessment Report and decision making	2 month	-

## Renewal – 6 months

No.	Name of the stage	Time allocated for MOLDAC	Time allocated for CAB
1	Analysis of request on renewal, resource analysis	0,5 month	-
2	Appointment of assessment team, analysis of documents and records	0,5 months	
3	Elimination of nonconformities detected to the documents review and submitting the revised documentation to MOLDAC	-	The deadline for removing the nonconformities found in the documents analysis will be 0,5 months
4	Analysis of revised documents, preparing and performing of on-site assessment. Planning of witness assessments	0,5 months	
5	Preparation of assessment reports	0,5 month	-
6	Determining the causes of the nonconformities detected at the on-site assessment and witness assessments, determining the corrections, the corrective actions and presentation of the evidences to MOLDAC secretariat	-	Critical nonconformities – immediate suspension (5 days) Major nonconformities - 2 months Minor nonconformities – 3 months
7	Analysis of the evidences presented by CAB, performance of the follow-up assessments and recording the results Preparation of Annex to Assessment Report and decision making	1 month	-

## Surveillance – 5 months

No.	Name of the stage	Time allocated for MOLDAC	Time allocated for CAB
1	Analysis of the information provided by CAB for preparation for surveillance Planning and conducting on-site assessment. Planning witness assessments	1 month	-
2	Preparation of assessment report	0,5 month	
3	Determining the causes of the nonconformities detected at the on-site assessment and witnessing assessments, determining the corrections, the corrective actions and presentation of the proofs to MOLDAC secretariat	-	Critical nonconformities – immediate suspension (5 days) Major nonconformities - 2 months Major nonconformities – 3 months
4	Analysis of the evidences presented by CAB, performance of the follow-up assessments and recording the results Preparation of Annex to Assessment Report and decision making	1 month	-

### Extension – at most 12 months

No.	Name of the stage	Time allocated for MOLDAC	Time allocated for CAB
1	Application review and resources review  (for new scopes, including for CABs with many scopes, locations)	1 month  3 month	-
2	Appointment of assessment team, analysis of documents and records	1 month	-
3	Elimination of detected nonconformities during the documents review and submitting revised documentation to MOLDAC office	-	to the necessity of CAB, but not more than 1 month
4	Analysis of the revised documentation, preparation and conducting on-site assessment. Planning of witnessing assessments	1 month after eliminating the nonconformities since documents review	
5	Preparation of assessment report	0,5 month	
6	Determining the causes of the nonconformities detected at the on-site assessment and witnessing assessments, determining the corrections, the corrective actions and presentation of the proofs to MOLDAC secretariat	-	to the necessity of CAB, but not to exceed 4,0 – 6,0 months (depending on the term of realization of item 1)
7	Analysis of the evidences presented by CAB, performance of the follow-up assessments and recording the results Preparation of Annex to Assessment Report and decision making	2 month	-