

Appointments to the Appeal Board of the Irish National Accreditation Board (INAB), part of the Health and Safety Authority

Location: Dublin

Remuneration: €500 per member per appeal

Time Requirements: The Appeal Board is convened as appeals to decisions on accreditation arise.

Background

INAB is the national body in Ireland with responsibility for the accreditation of laboratories, certification bodies and inspection bodies.

INAB provides accreditation in accordance with relevant International Organisation for Standardisation (ISO) standards and guides. Accreditation is one component of Ireland's Quality Infrastructure, which includes certification, accreditation and good regulatory practices to ensure national and international standards are met across a range of sectors within our economy and society in general. There are Irish organisations accredited by INAB spanning a wide range of sectors, including healthcare, agri-food, forensic science, vehicle inspections and water quality.

INAB was established in 1985 and operates as a Committee of the Health and Safety Authority since 2014. As an operating unit, its role was transferred to the HSA under the Industrial Development Act 2014 which also dissolved Forfás as its original parent body at that time.

Additionally, Regulation 765/2008 *Setting out the requirements for accreditation and market surveillance of products* provides for a framework for the operation of accreditation within Europe.

Appeal Board

Regulation 765/2008 *Setting out the requirements for accreditation and market surveillance of products*, Article 5(5) requires that Member States have procedures for the resolution of appeals, including where appropriate legal remedies against accreditation decisions or absence thereof.

In order to implement the requirements of this Regulation, the Industrial Development (Forfás Dissolution Act) 2014, section 56(G)(1) requires that the Board of the Health and Safety Authority establish an Appeal Board and appoint 3 persons for a term not exceeding 5 years. Eligibility for a 2nd full term is permitted, with membership not aggregated for more than 10 years.

Furthermore, the Board shall appoint a Chairperson from the members of the Appeal Board to regulate procedures.

Appeal Board Functions

The function of the Appeal Board (section 56(H) 2014 Act) is to hear any appeal from a client conformity assessment body in respect of:

- Accreditation in relation to that body, or
- Failure by INAB to make a decision in respect of accreditation in relation to that body.

Decisions on accreditation are taken by the INAB Accreditation Board and the INAB Manager.

There is also a provision that a conformity assessment body may by notice in writing request the Accreditation Board to make a decision in respect of accreditation in relation to that body and where

the Board fails to make the decision within 30 days, the conformity assessment body may appeal against that failure.

The process for management of appeals is documented in an INAB internal procedure, which is available to interested parties from Adrienne.duff@inab.ie

Appeal Board members are subject to the Standards in Public Office legislation and the Code of Conduct of the Authority.

Person Specification

The Health and Safety Authority invites applications from suitably qualified and experienced candidates for appointment to the Appeal Board (3 persons).

In appointing members of the Appeal Board, the Authority must be satisfied that those members are:

- independent of INAB and the bodies that it accredits;
- have not worked in a body that INAB accredits or assessed a body that INAB accredits within the previous 10 years;
- demonstrates knowledge in or expertise of, at an appropriately senior level one or more of the following:
 - accreditation
 - conformity assessment
 - the interests of national authorities and consumers of accredited services
 - investigation and consideration of appeals to decisions

Term of Appointment

A member of the Appeal Board shall hold office for a period of 5 years from the date of appointment and be eligible for reappointment as a member provided that he or she does not hold office for periods the aggregate of which exceeds 10 years. The Authority shall appoint a chairperson from the Appeal Board membership.

Submitting your Application

Applications (including a CV and cover letter) should be made electronically by e-mail to inab@inab.ie. Candidates must be legally entitled to work in Ireland at the time of application.

Closing date for applications is 3pm Friday 1st November 2019.

An Assessment Panel (the "Panel") will be convened by the Authority to consider and assess the applications received.

Publicly Available Information

1. Safety, Health and Welfare at Work Act 2005 on www.irishstatutebook.ie
2. Industrial Development (Forfás Dissolution) Act, 2014 on www.irishstatutebook.ie
3. INAB R1 Regulations, section 8 (appeals) on www.inab.ie