

ADI and ADEu
European Accreditation Process

Organisation applies to secretariat for planned accreditation

Secretariat confirms within 14 working days

Organisation submits assessment paperwork to secretariat,
preferably digital.

3 W Paperwork checked by secretariat and forwarded to European
Accreditation Sub-committee (EAS).

1 W EAS assigns one or two assessors

Assessor(s) arrange(s) a survey date with organisation;
email Cc: secretariat
Secretariat sends invoice for fee (650 €)

Assessor(s) survey(s) the organisation and discuss(es) the findings
(not the results) with the organisation

2 W Assessor submits report, via secretariat, to EAS and Accreditation
Review Committee (ARC) with recommendation

4 W EAS and ARC review assessor's evaluation
and findings

If survey is a 'pass', ARC formally notifies the
ADEu Board and ADI Board

2 W If survey is a 'pass', organisation is informed
by EAS through secretariat with official
letter

Paperwork will be kept digital at the
secretariat and will be send for the next
accreditation to the organisation.
Plaque is ordered by secretariat and sent
to organisation

If survey is a 'not pass', ARC forwards findings to ADI
Accreditation Committee Chair

ADI Accreditation Committee Chair reviews findings
and forwards the EAS / ARC recommendations and
any comments to ADI Board for final decision

Upon final decision, the Chair of the ADI Board
informs the organisation of the decision to approve /
deny accreditation