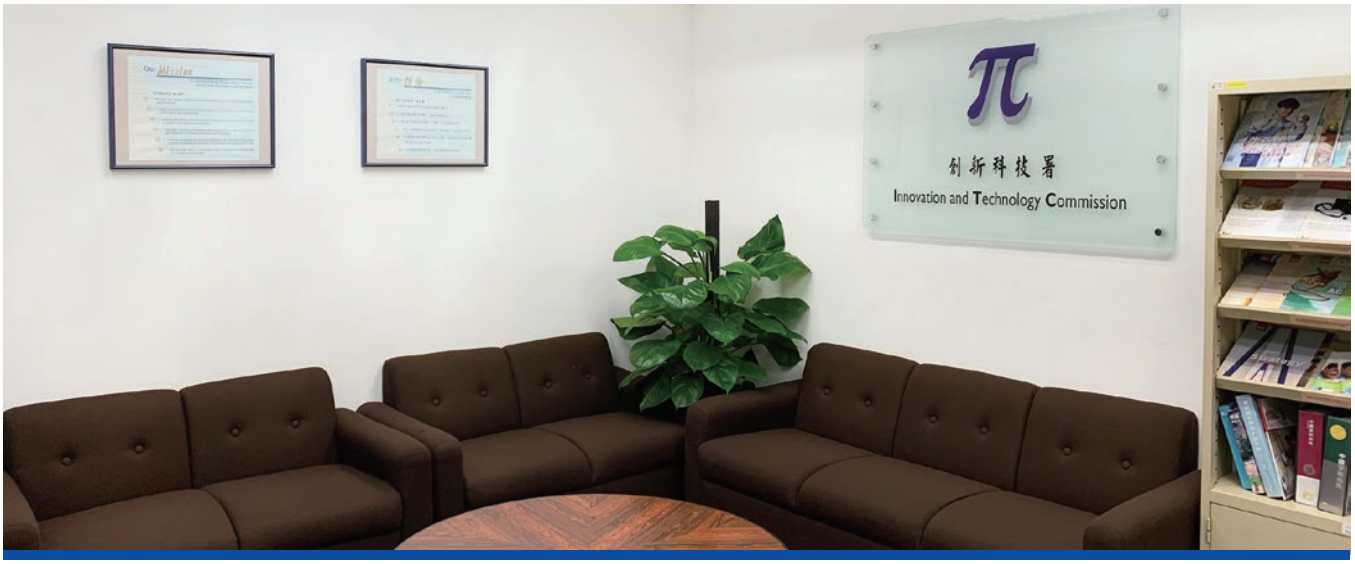
Hong Kong Accreditation Service
香港認可處

What is accreditation?
何謂認可？

Accreditation is the third-party attestation related to a conformity assessment body (CAB), such as a laboratory, certification body or inspection body, conveying formal demonstration of its competence to carry out specific conformity assessment tasks (e.g. testing, certification or inspection). A robust accreditation system is the cornerstone for supporting the creditability of the testing and certification industry.

認可是由第三方發出證明，承認一間合格評定機構（如實驗所、認證機構或檢驗機構）有能力進行特定的合格評定工作（如測試、認證或檢驗）。穩健的認可制度，是為檢測和認證業奠定公信力的重要基石。

About Hong Kong Accreditation Service
關於香港認可處



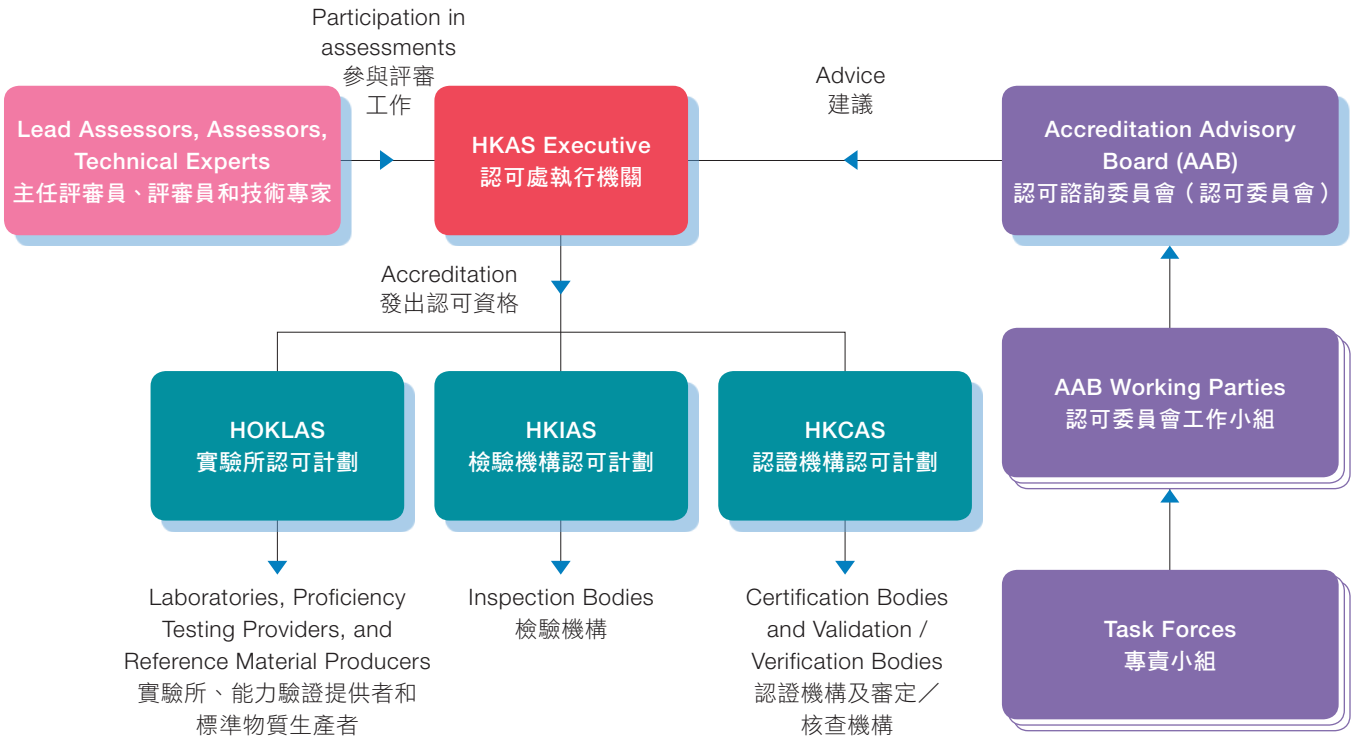
Hong Kong Accreditation Service (HKAS) is part of the Innovation and Technology Commission of the Hong Kong Special Administrative Region Government (the Government). It was set up in 1998 by the Government through the expansion of the Hong Kong Laboratory Accreditation Scheme to provide accreditation service to the public.

香港認可處（認可處）隸屬香港特別行政區政府（政府）轄下的創新科技署，於 1998 年由政府藉擴充實驗所認可計劃而成立，為公眾提供認可服務。

The principal aims and objectives of HKAS are:
認可處的主要宗旨和目標為：

To upgrade the standard of operation of conformity assessment bodies 提升合格評定機構的運作水平	To offer official recognition to competent conformity assessment bodies which meet international standards 向有能力而又符合國際標準的合格評定機構予以正式認可	To promote the acceptance of endorsed reports and certificates* issued by accredited conformity assessment bodies 推動各界接納由獲認可的合格評定機構所發出的認許報告及證書 *
To establish mutual recognition arrangement with other accreditation bodies 與其他認可機構達成相互承認安排	To eliminate the need for repetition of conformity assessment in the importing economies and thereby reducing costs and facilitating free trade across borders 免除於進口經濟體系重複合格評定的需要，從而節省成本和促進跨境自由貿易	

⋆ *Endorsed report or certificate means a report or certificate bearing the accreditation symbol of HKAS or its mutual recognition arrangement partners*
認許報告或證書指載有認可處或其相互承認安排伙伴的認可標誌的報告或證書



HKAS Executive is responsible for the administration of HKAS and its accreditation schemes. HKAS Executive handles all matters relating to accreditation such as setting accreditation criteria, handling enquires on accreditation, arranging assessments, reviewing assessment findings, making decisions on accreditation and monitoring the performance of accredited CABs, etc. HKAS is advised by the Accreditation Advisory Board (AAB) on matters relating to accreditation.

認可處執行機關負責管理認可處及其轄下的認可計劃，以及處理一切與認可有關的事宜，例如訂定認可準則、處理認可查詢、安排評審、覆核評審結果、決定是否發出認可資格，以及監察獲認可合格評定機構的表現等。認可諮詢委員會負責就認可事宜向認可處提供意見。

Accreditation Schemes of HKAS
認可處轄下的認可計劃

HKAS offers accreditation service through three accreditation schemes, namely the Hong Kong Laboratory Accreditation Scheme (HOKLAS); the Hong Kong Certification Body Accreditation Scheme (HKCAS); and the Hong Kong Inspection Body Accreditation Scheme (HKIAS). All accreditation schemes of HKAS are operated in accordance with the requirements of the relevant international standard, i.e. ISO/IEC 17011 and other criteria set by relevant international and regional cooperations of accreditation bodies. The schemes are designed to suit local circumstances and needs as well as to provide the maximum degree of flexibility. Participation in the three schemes is voluntary.

認可處透過三個認可計劃，即實驗所認可計劃、認證機構認可計劃，以及檢驗機構認可計劃提供認可服務。認可處所有認可計劃均根據相關國際標準的規定運作，即 ISO/IEC 17011 及相關認可機構的國際及地區合作組織制定的準則。有關計劃是根據本地情況和需要而制定，並提供最大的靈活性。三項計劃均屬自願參與性質。

HOKLAS HKCAS HKIAS

Seeking Wider Recognition of Hong Kong's Conformity Assessment Results
尋求各界更廣泛承認本港的合格評定結果

HKAS is active in the international accreditation community so as to uphold its international status and enlist greater recognition and acceptance of the conformity assessment results issued by its accredited CABs.

HKAS is a member of the International Laboratory Accreditation Cooperation (ILAC) and the International Accreditation Forum (IAF) at international level; and the Asia Pacific Accreditation Cooperation (APAC) at regional level. HKAS is also a signatory to the mutual recognition arrangements (MRAs) or multilateral recognition arrangements (MLAs) of these cooperations. MRAs/MLAs play an important role in building confidence in the competency of a global network of accredited CABs, providing a solid foundation for cross-border recognition of conformity assessment results. It allows conformity assessment service users, such as regulators and buyers, to make use of the conformity assessment results produced in other economies.

認可處活躍於國際認可社羣，以維持其國際地位，並爭取更多組織承認和接納獲認可處認可的合格評定機構所發出的合格評定結果。

在國際層面，認可處是國際實驗所認可合作組織 (ILAC) 和國際認可論壇 (IAF) 的成員；而在區域層面，認可處是亞太認可合作組織 (APAC) 的成員。此外，認可處也是該等合作組織的相互承認安排或多邊互認安排的簽署成員。相互承認安排／多邊互認安排為建立各界對全球獲認可機構網絡能力的信心發揮重要作用，亦為合格評定結果的跨境認受奠定穩固基礎，讓監管者和買家等合格評定服務使用者，可以採用由其他經濟體發出的合格評定結果。

Currently, HKAS' MRAs/MLAs cover:
目前，認可處的相互承認安排／多邊互認安排涵蓋以下範疇：

	APAC	ilac-MRA HKAS	IAF HKAS
Testing (non-medical) 測試（非醫務）	✓	✓	
Calibration 校正	✓	✓	
Medical Testing 醫務化驗	✓	✓	
Inspection 檢驗	✓	✓	
Reference Material Producer 標準物質生產者	✓	✓	
Proficiency Testing Provider 能力驗證提供者	✓	✓	
Quality Management System Certification 質量管理體系認證	✓		✓
Environmental Management System Certification 環境管理體系認證	✓		✓
Food Safety Management System Certification 食物安全管理體系認證	✓		✓
Energy Management System Certification 能源管理體系認證	✓		✓
Occupational Health and Safety Management System Certification 職業健康及安全管理體系認證	✓		✓
Product Certification 產品認證	✓		✓
Greenhouse Gas Validation and Verification 溫室氣體審定和核查	✓		✓

HKAS has MRA/MLA partners in more than 100 economies worldwide, most of which are Hong Kong's major trading partners such as the Chinese Mainland, the United States, Japan and the European Union. This supports the external trade of Hong Kong as well as the Greater Bay Area, assisting organisations in the region to gain access to overseas market.

認可處與全球逾 100 個經濟體達成相互承認／多邊互認安排，當中包括中國內地、美國、日本和歐盟等所有香港主要貿易伙伴，有助推動香港和大灣區的對外貿易，並能協助區內機構打開海外市場。

Accreditation and its Benefits
認可資格及其好處

Conformity assessment
合格評定工作

The development of the global marketplace has made buyers and regulators increasingly dependent on standards and conformity assessment to assure that products or services fulfill specified requirements. Conformity assessment verifies and hence increases confidence that a particular product or service meets the required level of safety or suitability. From the perspective of manufacturers or suppliers, conformity assessment assists in reducing the risk of nonconforming products / services and contributes to enhancing company's image for business promotion.

全球化市場發展使買家和監管者日益依靠標準和合格評定工作以確保產品或服務符合指定要求。合格評定工作能夠確認某特定產品或服務符合規定的安全水平或合適度，增加外界對該產品或服務的信心。對製造商或供應商來說，合格評定工作有助降低產品／服務不符規定的風險，並能提升公司形象和推廣業務。

Accreditation assures CABs' competence
認可服務可保證合格評定機構的能力

Manufacturers and suppliers often spend a lot of money in acquiring the services of CABs. Accreditation provides an effective means for CAB service users to identify competent service providers to fulfill their needs. CABs accredited by HKAS have all been thoroughly and rigorously assessed for their competence in performing specific conformity assessment activities within their scope of accreditation. As their ability to consistently produce technically valid conformity assessment results has been demonstrated and evaluated, their accredited services are considered reliable.

製造商和供應商經常付出大量金錢，向合格評定機構購買服務。認可服務能幫助合格評定服務使用者有效地識別有能力的服務提供者來滿足其需求。獲認可處認可的合格評定機構已接受仔細而嚴格的評審，確認其在認可範圍內進行指定合格評定活動的能力，證明他們可持續發出技術上有效的合格評定結果，因此能夠提供可靠的獲認可服務。

Gaining competitive advantage
加強競爭優勢

Today, economies have never been more interdependent. Products that are consumed in one market are no longer made in one country, but are made in the world. Small and medium enterprises (SMEs) supplying goods complying with standards are better able to compete and sell their products or services anywhere in the world. Consequently, conformity with national or international standards makes companies, industries and economies more competitive, and stimulates trade and diversification. Accredited CABs verify conformity with standards in the standards and conformance infrastructure. SMEs can increase their competitiveness by engaging the services provided by HKAS accredited CABs.

現今各個經濟體前所未有地互相依賴，從某市場購買的產品不再由單一國家生產，而是在全球各地製造。供應貨品的中小型企業（中小企）如符合標準，在世界各地出售其產品或服務會更有優勢。因此，符合國家或國際標準有助提升企業、各行各業和經濟體的競爭力，亦能促進貿易和多元發展。獲認可的合格評定機構會透過標準及合格評定基礎設施，確認企業是否已符合標準。中小企可透過使用獲認可處認可的合格評定機構所提供的服務來加強其競爭力。

Reducing risk and costs
減低風險和成本

By engaging an accredited CAB, the risk of having wrong or inaccurate conformity assessment results is significantly reduced. Tangible or intangible benefits / cost savings are realised from the prevention of:

(i) Social and economic impacts due to release of unsafe products from incorrect conformity assessment results;
(ii) Customer complaints due to poor product/service performance from incorrectly performed conformity assessment;
(iii) Recall and replacement of non-compliant products due to the above;
(iv) Loss of customers' confidence/loyalty due to the above; and
(v) Re-evaluation of product/service.

使用獲認可合格評定機構的服務，有助大大減低合格評定結果出錯或偏差的風險，亦能避免因以下情況發生，從而實現有形或無形的效益／節省成本：

一、 因合格評定結果錯誤導致不安全產品流出市面所帶來的社會和經濟影響；
二、 因合格評定工作進行不當導致產品／服務表現欠佳而收到顧客投訴；
三、 因上述情況而需回收和更換不符規定的產品；
四、 因上述情況而損害顧客的信心／忠誠度；以及
五、 需要對產品／服務進行覆核。

Access to new markets
開拓新市場

The liberalisation of economies and the globalisation of markets have intensified international competition. This has brought particular challenges to local companies. Creditable conformity assessment confirming products or services conforming to national or international standards is vital to access to the global market. As HKAS is a signatory to the MRAs/MLAs administered by international and regional cooperations of accreditation bodies, endorsed test reports and accredited certificates issued by its accredited CABs are recognised by its MRA partners worldwide. Such cross-border recognition mechanism reduces the need for repeating conformity assessment in the importing economies, hence reducing the cost of doing business and time-to-market for products. It also helps open the door to overseas market. As with the domestic market, an increasing number of organisations in both the public and private sectors are specifying accreditation or accredited conformity assessment as a precondition to tendering for contracts.

經濟體開放和市場全球化令國際競爭變得劇烈，為本地企業帶來嚴峻挑戰。透過具公信力的合格評定工作證明產品或服務符合國家或國際標準，對進入國際市場至為重要。由於認可處是國際及區內認可機構合作組織所管理的相互承認安排／多邊互認安排的簽署成員，因此，獲認可處認可的合格評定機構所發出的認許測試報告和認證證書，同樣獲認可處在世界各地的相互承認安排伙伴所承認。這個跨境認受機制減少在進口經濟體重複進行合格評定的需要，從而降低營商成本，縮短產品推出市場的時間，並有助打開通往海外市場的門戶。本地市場方面，愈來愈多公私營機構把認可資格或獲認可合格評定結果，訂為合約招標的先決條件。

IAF MLA Signatories
國際認可論壇
多邊互認安排簽署成員

ILAC MRA Signatories
國際實驗所認可合作組織
相互承認安排簽署成員

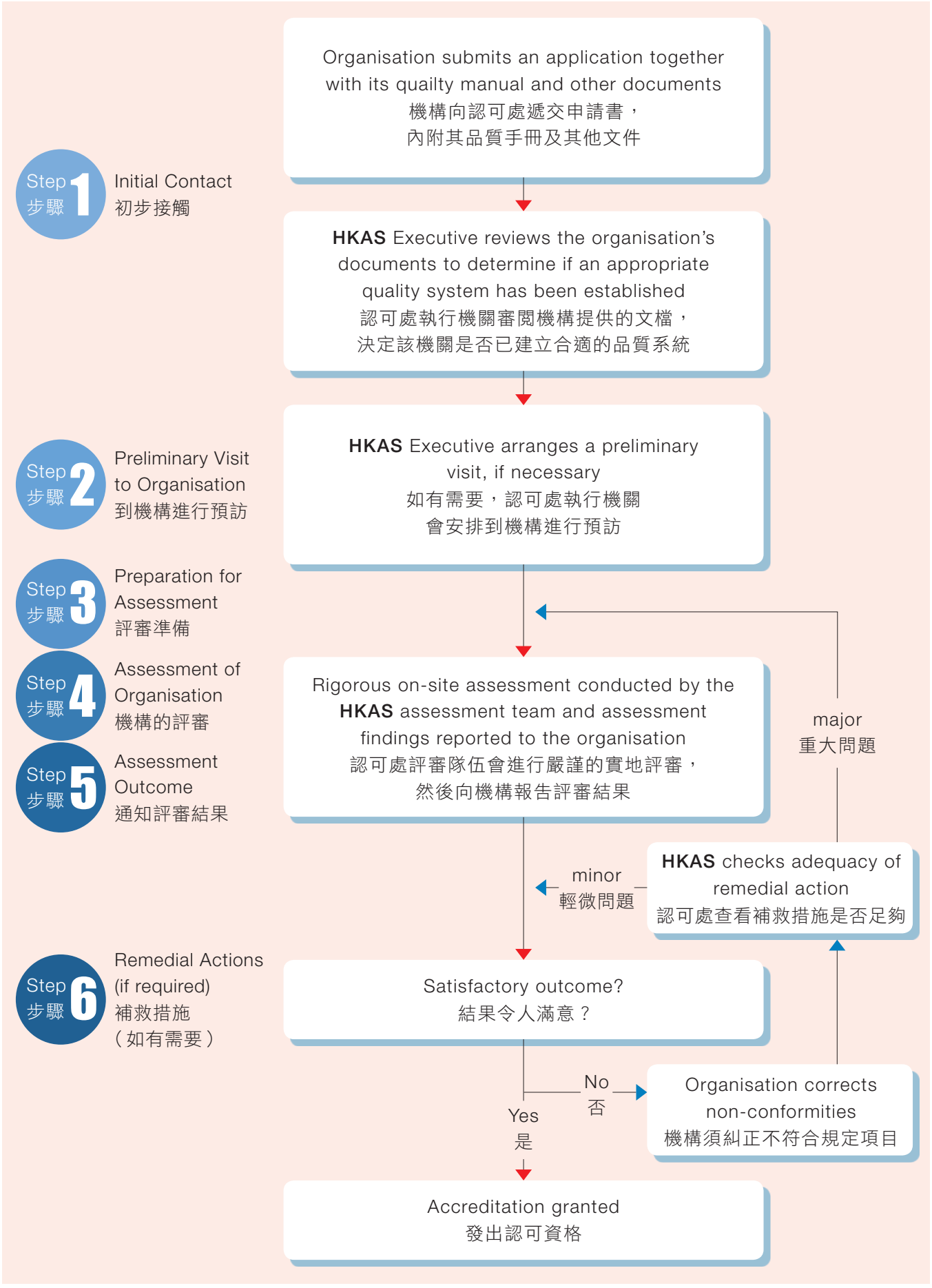
The Accreditation Process
認可程序

Who can apply?
申請資格

HKAS accreditation is open for participation by laboratories, inspection bodies, proficiency testing providers, reference material producers, certification bodies as well as verification and validation bodies in Hong Kong.

香港的實驗所、檢驗機構、能力驗證提供者、標準物質生產者、認證機構，以及核查和審定機構，均可向認可處申請參與認可計劃。

Initial application
首次申請



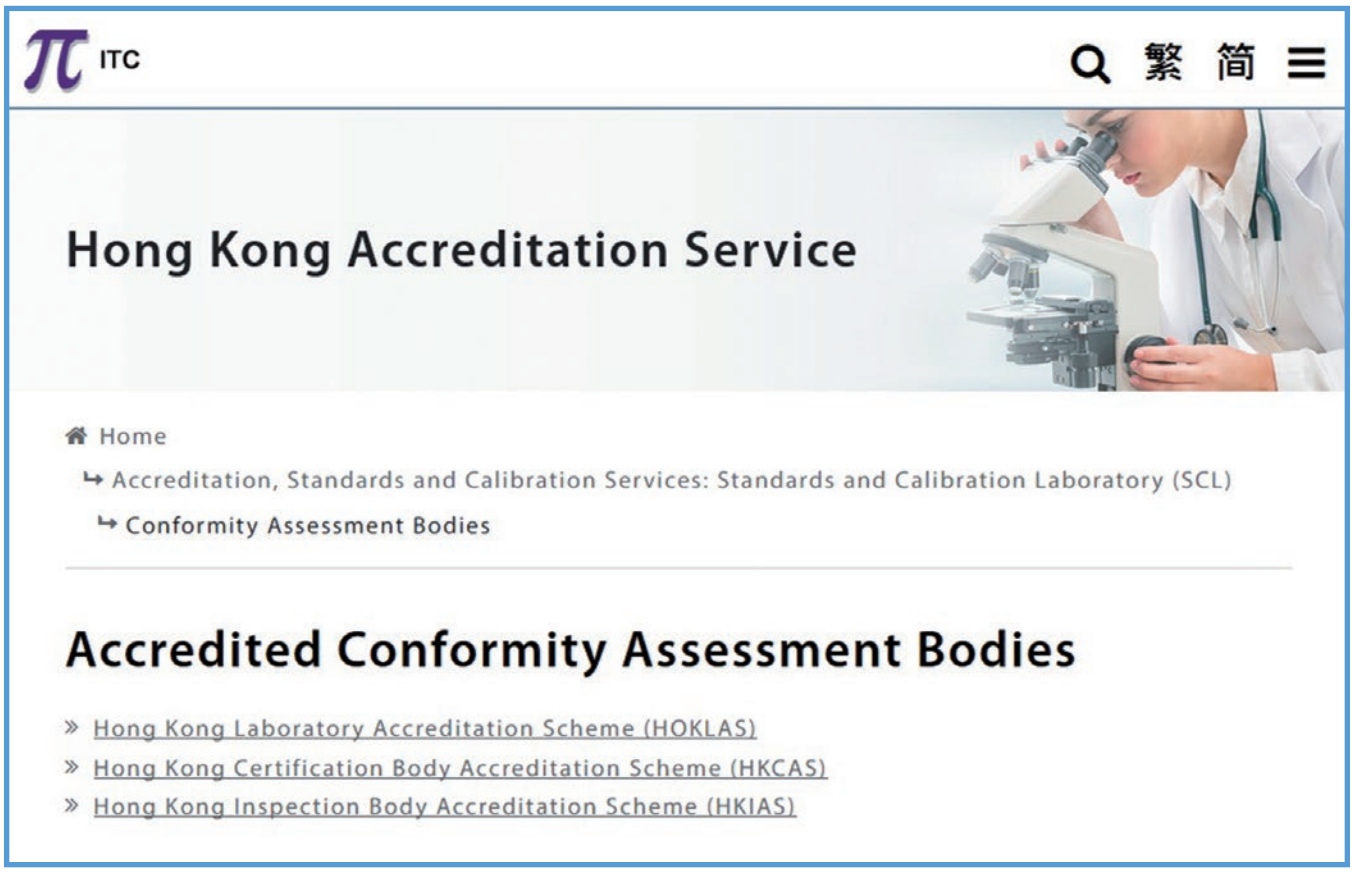
Surveillance and reassessment
監察與覆審

After accreditation has been granted, an accredited CAB is reassessed at prescribed intervals. In-between reassessments, surveillance visits will also be conducted. The purpose is to ensure that the standards required for continued accreditation are being maintained. Assessment visits may also be arranged for monitoring changes in the CAB's circumstances that may affect its continued conformity with HKAS requirements.

獲認可的合格評定機構獲頒發認可資格後，會按規定每隔一段時間接受覆審。覆審之間亦會進行監察訪問，目的在於確保機構持續達到獲得認可資格的所須標準。此外，如合格評定機構出現可能影響其繼續遵守認可處規定的改變，認可處可安排進行評審訪問以監察有關情況。

Where to find information on HKAS accredited CABs?
查閱獲認可處認可的合格評定機構的資料

Information on HKAS accredited CABs is available from our website at
獲認可處認可的合格評定機構的資料已載於認可處網站 **www.hkas.gov.hk**。



How do you identify a report or certificate issued by a HKAS accredited CAB?
識別由獲認可處認可的合格評定機構發出的報告或證書

HKAS accredited CABs can issue endorsed reports / certificates bearing the HKAS accreditation symbol, which specifies the registration number of the accredited CAB.

獲認可處認可的合格評定機構可發出載有認可處的認可標誌、列明該機構的登記編號的認許報告／證書。

Examples:
例子：

HKLAS 000
TEST

HKiAS 000

HKCAS 000
PRD

Unless otherwise approved and specified, only results of accredited activities can be shown in endorsed reports / certificates. Since the competence of the CAB in performing the accredited activities within its scope of accreditation has been thoroughly assessed by HKAS, the reliability of the results contained in endorsed reports and certificates can be assured.

除非經批准及註明，否則認許報告／證書只可載列獲認可活動的結果。由於合格評定機構在認可範圍內進行獲認可活動的能力已接受認可處詳細評審，載於認許報告和證書的結果已具保證。

Promoting accreditation services
推廣認可服務

HKAS actively promotes the value of accreditation and services provided by accredited organisations through public seminars and trade shows held both locally and overseas.

認可處透過舉辦公眾研討會及參與貿易展覽，積極在本地及海外推廣認可的重要性和獲認可機構的服務。

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