


2018

Český institut pro akreditaci, o. p. s.
Annual Report





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CAI Annual Report 2018

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List of Abbreviations and Acronyms Identification of Accredited Bodies

ZL	testing laboratory
KL	calibration laboratory
ML	medical laboratory
IO	inspection body
COV	certification body certifying product
COP	certification body certifying persons
COSM	certification body certifying management systems
O GHG	greenhouse gases verification body
O EMAS	EMAS verifier
PZZ	proficiency testing provider
VRM	reference material producer

Systems and Professional Activities of the Bodies

EMAS	Eco-Management and Audit Scheme
PT	Proficiency Testing
MPZ	Interlaboratory Test Comparisons

International Organizations

EA	European co-operation for Accreditation
IAF	International Accreditation Forum
ILAC	International Laboratory Accreditation Cooperation
FALB	Forum of Accreditation and Licencing Bodies
MLA/MRA	Multilateral Agreement, Mutual Recognition Arrangement



Foreword of the Management

Foreword of the Director

Ladies and Gentlemen,

It is our honour to present the Annual Report of Český institut pro akreditaci, o.p.s. (Czech Accreditation Institute, public service company – CAI) for 2018 – a year in which we entered into the second quarter-century of the activities of the Czech national accreditation body.

Our predominant objective of last year was to complete the re-assessment / re-evaluation of CAI by the European co-operation for Accreditation (EA). It was not an easy task, in particular considering the number of accreditation scopes: we were defending our membership in the EA Multilateral Agreement on mutual recognition in nine areas, adding a tenth scope of Reference Material Producers, in which we have been striving to achieve Europe-wide recognition of the work results of Czech bodies. The assessment was conducted during June by a 12-member team of experts consisting of the representatives of the individual national accreditation bodies associated in EA.

The final recommendation of the EA evaluator team to confirm the status of CAI as a member in all current scopes, and to expand them by the new scope, proves our competence to provide services at the highest European level. Covering ten accreditation scopes and adjusting CAI's system to the revised EN ISO/IEC 17011:2017, which stipulates the requirements for national accreditation bodies – that was a big challenge for all of our employees. The fact that we the second accreditation body in Europe to manage to go through the entire process successfully shows that we belong to the leaders within EA and are able to implement new services. We would like to use this opportunity to thank the Ministry of Industry and Trade for covering the costs related to the evaluation, which helped us significantly with the preparation and subsequent evaluation process.

The economic situation of CAI in 2018 did not correspond to the economic growth of the Czech Republic. Since the extent of assessment went down and the prices remained on the same level, there was no growth of income. However, a positive economic result was achieved due to a cost reduction. A special "thank you" goes to the entire team of CAI for their disciplined fulfilment of all economic measures.

CAI's experts have participated in international co-operation for many years, in particular in the area of technical matters. Last year, CAI's representatives enjoyed success during the elections for EA bodies and, consequently, occupied leading positions in EA committees, including the Executive Committee. It has been our long-term strategy to involve a large group of our employees in international activities, and we have seen its positive results during the above-mentioned evaluation: we were equal partners of the team of experts from all around Europe.

Last year we initiated a historically most extensive re-assessment of accredited bodies to the revised ČSN EN ISO/IEC 17025:2018 standard. Over six hundred entities will face this re-assessment during the three-year transitional period. Since we have started the process in good time, we believe that we will successfully carry it out and transfer all of our customers to the new standard.

The year of 2018 confirmed that high-level work is a norm for CAI. By proving our erudition, we also confirmed our ability to accept well-meant advice and recommendations, and we are grateful for them. We also showed that the gossip about our insufficient competence, which was being spread about us around Europe, is not based on truth and that the Czech Republic is one of European leaders in the area of conformity assessment. We would like to thank all of our supporters for these results.



Ing. Jiří Růžička, MBA, Ph.D.
Director of the Czech Accreditation Institute

Foreword of the Administration Board

Ladies and Gentlemen,

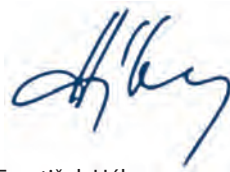
The Administration Board of the Czech Accreditation Institute (CAI) has the same main task as the other top governing bodies of CAI: to ensure that the services which CAI provides to its customers comply with relevant norms and regulations. To be able to do so, CAI must have the required professional competence. From this point of view, the key moment of 2018 was a successful completion of the peer re-assessment of CAI's professional competence and independence, which was conducted by the European co-operation for Accreditation (EA). Therefore I was pleased by the results of the Final report from CAI's evaluation which was presented by the team of assessors to the competent bodies of EA for a decision, stating its finding that CAI's work is in compliance with the international requirements for national accreditation bodies within the meaning of the amended ČSN EN ISO/IEC 17011:2017. Thus, CAI has fulfilled the prerequisite enabling it to continue to actively participate in the work of EA and other international accreditation organizations, as their member.

That is one possible way of viewing CAI's activities. Another viewpoint is the assessment of CAI as a public administration authority. Neither this area showed any discrepancies in CAI's work. Nevertheless, for me personally, as a representative of business entities, there is another decisive aspect: namely, what was the level of trust that CAI enjoyed from the point of view of business entities which use the accreditation, or services provided on the basis of the said accreditation? I also cannot ignore the importance of trust on the part of testing laboratories which I consider to be third parties within the accreditation process. I admit that the decision-making process within the Administration Board is accompanied by expressing different opinions, depending on which entities each member represents, and the resulting decisions are always a compromise. CAI managed to ensure an adequate budget 2018 and hopefully also for 2019. The Administration Board approves the budget based on the Director's proposal. The Administration Board finds it essential for CAI to retain a team of expert personnel, including the management. According to the evaluation of the Administration Board, CAI's staff has performed very good work, and I would like to use this opportunity to express my sincere gratitude to them in this foreword of the Annual Report. The trust in the sense of CAI's motto "Accredo – I give trust", is primarily the result of their work. I would like to thank them for the results achieved in 2018. On this occasion, I would also like to thank the Director of CAI, Ing. Jiří Růžička, MBA, PhD., not only for the way he led his team in CAI, but also for his work in the capacity as a Member of Executive Committee of the European co-operation for Accreditation (EA). I see that as a sign of trust, not only in his person but in the entire system of accreditation in our country.

Furthermore, I would like to emphasize in this foreword that the Administration Board regularly discusses the work of the Supervisory Board and takes its initiatives into account in its decisions. We consider the co-operation of CAI with the stakeholders which use accreditation during their activities, as well as the knowledge of the needs of CAI's customers, i.e. applicants for accreditation and accredited bodies, to be the know-how which is based exactly on the same trust as mentioned above. We believe that accreditation should be presented as a general means of proving professional capabilities of conformity assessment bodies; we try to avoid duplicate assessment of bodies and support solutions which increase the efficiency of the conformity assessment process.

I personally consider 2018 a successful year for CAI – and I hope that I share this opinion with all my colleagues in the Administration Board. Therefore, my gratitude is directed not only at CAI's personnel but also at the representatives of the stakeholders who have contributed to the development of the Czech accreditation system, and the members of the Supervisory Board, the Accreditation Board, as well as the experts working as members of advisory bodies for the Director of CAI. I would also like to thank my colleagues in the Administration Board for their constructive collaboration, namely Chairman Ing. Petr Kučera, CSc. and Ing. Eva Průšová, LL.M., as well as the Chairman of the Supervisory Board JUDr. Luděk Holubec, who regularly attends the meetings of the Administration Board as a guest.

Ladies and Gentlemen, the objective of the Administration Board of CAI for 2019 is to continue ensuring that CAI's work complies with accreditation regulations and that CAI provides its accreditation services in the required scope and quality. But more than anything, that CAI maintains the trust of us all.



Ing. František Hýbner
Member of the Administration Board – representative
of business entities in CAI's Administration Board



Company Profile

Introduction

The main focus of CAI's activities is the provision of accreditation services. CAI provides those services on a non-profit basis and under conditions that have been stipulated in advance and are identical for all users. CAI's organizational structure provides adequate conditions for an efficient and balanced involvement of all parties interested in accreditation.

CAI's services are used by a wide range of conformity assessment bodies. CAI's findings as well as the outputs of the accredited conformity assessment bodies (CABs) have a great impact on both our national and international relations. Therefore, external relations are of utmost importance for both CAI and the Czech Republic.

In the area of international relations, the membership in European and international accreditation organizations and entering multilateral agreements on the recognition of accreditation results play a decisive role for the Czech Republic, and specifically for CAI and its accredited conformity assessment bodies.

International Relations

In 2018, personnel of CAI participated in the following areas of work of EA, ILAC, IAF and FALB:

EA Executive Committee,
EA MAC (Multilateral Agreement Council),
EA HHC (Horizontal Harmonization Committee),
EA CPC (Communication and Publication Committee),
EA CC (Certification Committee),
EA IC (Inspection Committee),
EA LC (Laboratory Committee),
Working Groups EA CC EMS, EA CC EU ETS, EA LC WG ILC/Calibration (Permanent WG for ILCs for calibration), EA LCWG Health Care (Health Care Sector – Laboratory Medicine) and in the joint working group EEE-PT (Proficiency Testing in Accreditation).

CAI actively participated in the work of the Technical Networks coordinated by EA LC (Forensic Sector, Environment, Food and Feed, Mechanical, Electrical and Toy Testing, PT Providers, RM Producers).

The obligations of accreditation bodies include, among other things, their participation in harmonization meetings organized by the owners of international certification schemes. Consequently, CAI's representatives participated in accreditation meetings related to the GlobalGAP and FSSC schemes.

Regulation (EC) No. 765/2008 of the European Parliament and of the Council strengthened the importance of EA, which became a foundation of the European accreditation infrastructure. A successful peer evaluation of national accreditation bodies is the cornerstone of a mutual recognition of findings issued by the accredited conformity assessment bodies throughout the whole European Union.

On the national level, CAI's relationships with various stakeholders, such as public administration authorities, the business sector and associations of accredited bodies, are essential. However, CAI's relationships with the individual conformity assessment bodies are paramount: CAI always strives to provide services which are in compliance with the needs of the CABs and is ready to launch new services when it is desirable. During its everyday work, CAI finds it important to continuously explain and promote the significance and benefits of accreditation for all conformity assessment bodies and stakeholders.

Furthermore, CAI's representatives completed training sessions organized by EA in the following areas: ISO 45001, CETA Protocol, ICAO CORSIA and also took part in the APLAC6 training for the implementation of the revised ISO/IEC 17025:2017 standard.

CAI was also represented in both meetings of EA General Assembly, which is the supreme body of EA, as well as in the meeting of the Forum of Accreditation and Licensing Bodies (FALB), which was established to support the accreditation of EMAS system verifiers.

As a member and signatory of ILAC and IAF multilateral agreements, CAI participated in the development of and commented on a number of documents prepared by these organizations.

CAI's representatives attended the General Assembly meetings of ILAC, IAF and also the joint General Assembly meeting of both organizations (General Assembly ILAC/IAF); they also took part in the meetings of ILAC AIC (Accreditation Committee) including a number of working groups (AIC WG 15189, AIC WG 17034, AIC WG Sampling), ILAC ARC (Arrangement Committee), ILAC IC (Inspection Committee), IAF TC (Technical Committee), IAF ABIEG (Accreditation Body Information Exchange Group), IAF MLAC (MLA Committee), as well as a number of other working groups (IAF WG Product Certification, IAF WG Person Certification, IAF WG Management System Certification, IAF WG Verification and Energy, IAF WG Food). One of CAI's employees has been appointed an ILAC contact person for JCTLM (Joint Committee



for Traceability in Laboratory Medicine) and IFCC (International Federation for Clinical Chemistry and Laboratory Medicine) and attended the December meeting of the JCTLM Executive Committee.

A representative of CAI attended the meetings of EA MAC and its Management Group, as well as EA Plenary Session, and worked in the EA Financial Oversight Committee.

CAI used the possibility of cross-frontier accreditation when the Slovak accreditation body (SNAS) provided its services during an assessment of three testing laboratories, one calibration laboratory and two CBs for certification of management systems; furthermore, CAI used the services of the Polish accreditation body (PCA) during the assessment of a calibration laboratory, and the services of the Indian accreditation body (NABCB) for the assessment of a certification body certifying management systems. Upon requests of foreign accreditation bodies (namely from Germany, England, the Netherlands, Slovakia and Greece), we conducted 14 surveillance audits at local sites of foreign certification bodies and laboratories. The assessment process during cross-frontier accreditation works well in CAI and the communication with foreign accreditation bodies runs smoothly.

An important part of international co-operation in general is CAI's active involvement in the process of EA evaluations; thus, CAI's employees, including our newly trained colleagues, participated as team members in peer evaluations of national accreditation bodies in Slovakia (SNAS), the Netherlands (RvA), Ireland (INAB), Spain (ENAC) and in the IAAC region evaluation for the area of PTP.

Relations on the National Level

Bodies of the Czech Accreditation Institute

CAI's bodies have been established in compliance with the Czech Public Service Companies Act and with CAI's Memorandum. They include the Director (as the statutory body), the Administration Board and the Supervisory Board. Furthermore, CAI has established an Accreditation Board based on the authorization to conduct accreditation granted to CAI by the Ministry of Industry and Trade pursuant to the Act on Technical Requirements for Products. CAI has also established Technical Committees and Technical Commissions in compliance with the requirements of ČSN EN ISO/IEC 17011:2018. All parties interested in accreditation are represented in a balanced manner in those bodies.

During 2018, the above-mentioned bodies performed their duties in a standard manner, in accordance with their respective missions stipulated by the relevant statutory documents.

Director of CAI – as the statutory body, the Director manages CAI and acts on its behalf; he/she also enters into agreements on both national and international level. In matters in which CAI is involved in the capacity of a public authority, the Director acts as the head of an administration body; in cases foreseen by law the Director act as an appellate body.

Administration Board – its scope of activity includes the approval of the budget, Annual Report and Annual Financial Statements. The Administration Board continues to discuss the matters of CAI's operation and economic activities which are considered substantial. In 2018 the Administration Board focused mainly on the following topics: adjustment of the management system; fulfilment of requirements of the revised ČSN EN ISO/IEC 17011:2018; co-operation between CAI and the Czech Office for Standards, Metrology and Testing (ÚNMZ) in the field of using accreditation in the regulated area (authorization, notification); general use of accreditation in compliance with Regulation (EC) No. 765/2008 and requirements for "re-assessment" of testing and calibration laboratories to the revised ČSN EN ISO/IEC 17025:2018 standard. The Administration Board operated as a three-member body (see Section "CAI's Bodies and Management").

Supervisory Board – as a controlling body, it is primarily in charge of supervising CAI's economic activities and CAI's compliance with laws and its Memorandum. CAI's Supervisory Board in particular reviews documents submitted by the Administration Board for approval (i.e. budget, Annual Report and Annual Financial Statements) and presents the Director and the Administration Board with regular reports on the results of its supervisory activity. CAI's Supervisory Board consisted of three members in 2018 (see section "CAI's Bodies and Management").

Accreditation Board – a permanent advisory body of CAI, focusing on the development of the accreditation system, primarily based on inputs submitted by the other bodies of CAI. The Accreditation Board continued to focus on the amendment of existing accreditation legislation, on discussions with the individual Ministries aimed at supporting the use of the Czech accreditation system, on "re-assessment" of testing and calibration laboratories to the revised ČSN EN ISO/IEC 17025:2018, and on the co-operation between the Czech Office for Standards, Metrology and Testing and CAI in the area of using accreditation for the purposes of authorization/notification. As at the end of 2018, the Accreditation Board consisted of 33 members (see section "CAI's Bodies and Management").

Technical and Expert Committees – expert advisory bodies of the Director of CAI for the individual areas of accreditation. Several Technical or Expert Commissions have been established to handle specific expert issues within the scope of the work of the Technical/Expert Committees (eleven Technical Commissions and one Expert Commission have been established within the Technical Committee for accreditation of testing laboratories, while the Technical Committee for accreditation of certification bodies certifying products includes one Technical Commission which also covers the scope of inspection bodies, certification bodies certifying management systems and certification bodies certifying persons, plus one Technical Committee of CAI's Standardization Centre).

External Co-operation

CAI develops bilateral and multilateral co-operation with its stakeholders, such as public administration authorities, business or social partners, and associations of accredited bodies.

CAI has signed agreements on co-operation in the area of accreditation with 30 governmental and non-governmental partners. The purpose of said agreements is to create a framework for mutual collaboration among the involved parties, in order to promote the development of the Czech accreditation system and the use of accreditation results in various areas in compliance with international regulations and harmonized standards.

CAI has been involved in the activities of the Czech Board of Quality and the majority of its expert sections; CAI leads the Section of Infrastructure Quality.

Within the organization of 4E-CZ, CAI co-operates with the Czech Metrology Institute, the Czech Calibration Association, EUROLAB-CZ and EURACHEM-CZ.

Customer Care

CAI collects new ideas and comments through feedback from its customers and parties interested in accreditation (regularly obtained via questionnaires, newly also distributed in an electronic form, and during personal visits). The input provided in this way is used to promote further improvement of CAI's activities. CAI maintains a website as one of its communication channels, which offers regularly updated information about new services, new Methodological Instructions for Accreditation, events organized or attended by CAI, information about the composition of CAI's bodies, etc. The inputs from feedback are also used as ideas for topics of future workshops.

Provided Services

In 2018, CAI conducted impartial, objective and independent assessment of professional competencies of conformity assessment bodies (accreditation) for:

- Testing laboratories (ČSN EN ISO/IEC 17025:2005 a ČSN EN ISO/IEC 17025:2018);
- Calibration laboratories (ČSN EN ISO/IEC 17025:2005 a ČSN EN ISO/IEC 17025:2018);
- Medical laboratories (ČSN EN ISO 15189:2013);
- Certification bodies certifying management systems (ČSN EN ISO/IEC 17021-1:2016);
- Certification bodies certifying products including processes and services (ČSN EN ISO/IEC 17065:2013);
- Certification bodies certifying persons (ČSN EN ISO/IEC 17024:2013);
- Inspection bodies (ČSN EN ISO/IEC 17020:2012);
- Proficiency testing providers (ČSN EN ISO/IEC 17043:2010);
- Reference material providers (ČSN EN ISO 17034:2017);
- Verifiers of greenhouse gas emissions data reports (ČSN EN ISO 14065:2013 within the scope of Commission Regulation (EU) No. 600/2012);
- Environmental verifiers of EMAS programmes and surveillance of foreign environmental verifiers (ČSN EN ISO/IEC 17021-1:2016 in conjunction with Regulation (EC) No. 1221/2009).

In 2018, similarly to the previous years, CAI's activities reflected the decisions and recommendations of international organizations involved in accreditation, as well as the amendments of legislation relevant for accreditation and conformity assessment. Documents published by international organizations including EA, IAF and ILAC were implemented into the accreditation system of CAI.

CAI's management system also responded to one of the most significant changes of 2018 – the issue of the revised ČSN EN ISO/IEC 17011:2018 standard. Upon its adoption into the Czech system of technical standards, CAI's management system was adjusted and documented in order to fully comply with the requirements of the said standard.

CAI continued to co-operate with the Ministry of the Environment in the field of compliance with the requirements of Commission Regulation (EU) No. 600/2012. Data on accredited verifiers of greenhouse gas emissions reports were continuously kept updated and published according to the said Regulation. As at the end of the year, reporting pursuant to Article 76 of the above-mentioned Regulation was presented to the relevant competent bodies.

During last year, we have completed the re-assessment of certification bodies certifying management systems regarding their competencies to conduct conformity assessment according to the new revisions of certification standards ČSN EN ISO 9001:2016 and ČSN EN ISO 14001:2016; re-assessment of OHSAS 18001:2007 to ČSN ISO 45001:2018 was initiated and a new service consisting of accreditation of certification of business continuity management systems according to ISO 22301:2012 (ČSN ISO 22301:2013) was launched. The following new services were introduced in the area of certification bodies certifying products in 2018: certification of measuring instruments according to Scheme A; certification of composite wood boards according to the requirements of regulation 40 CFR Part 770, Formaldehyde Emission Standards for Composite Wood Products; and certification of good manufacturing practice of feed according to the requirements of the GMP+ scheme.

The year of 2018 witnessed the start of “re-assessment” of testing and calibration laboratories according to the revised ČSN EN ISO/IEC 17025:2018. The transitional period runs until the end of November 2020 and by then, CAI will have to have re-assessed approximately 640 laboratories.

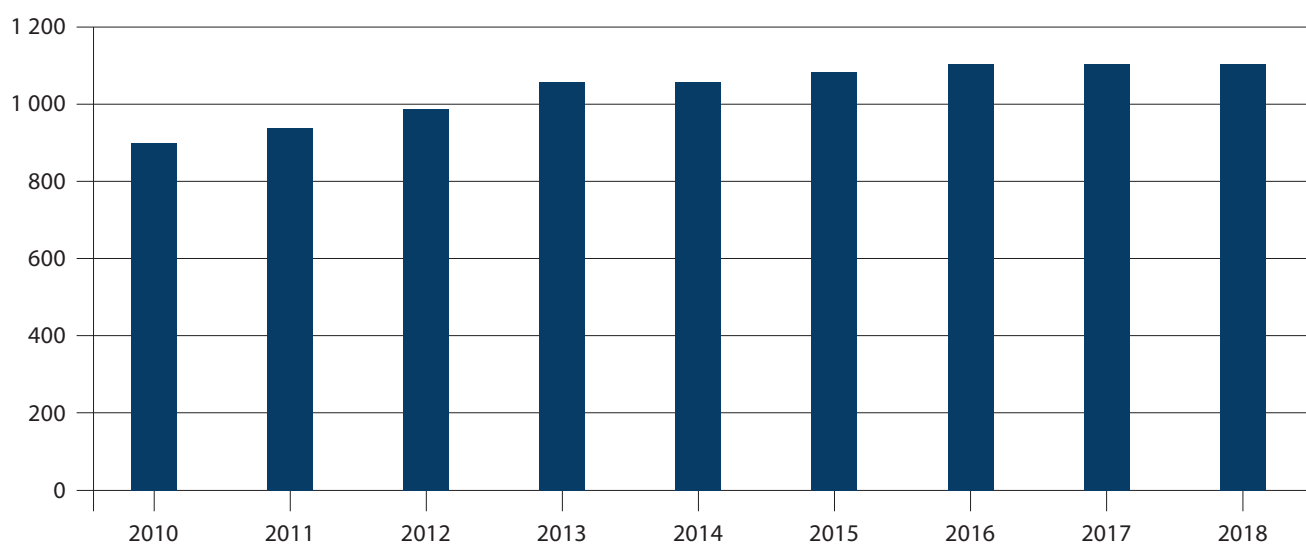
By the end of 2017, accreditation according to the new harmonized ČSN EN ISO 17034:2017 had been prepared for implementation in the area of reference material producers. Consequently, accredited bodies operating within the said area could be accredited according to the new harmonized ČSN EN ISO 17034:2017 as early as during the first half of 2018. Transition to the new standard was completed successfully. Moreover, this area was included in the peer evaluation and got recommended for expansion within EA MLA.

Selected Indicators

Number of accredited conformity assessment bodies (as at 31 December)

	2010	2011	2012	2013	2014	2015	2016	2017	2018
Testing laboratories	501	511	490	503	484	511	518	516	517
Medical laboratories	83	127	186	251	256	252	259	262	261
Calibration laboratories	105	105	115	118	119	121	125	135	132
CBs for products	67	65	66	55	55	55	56	55	58
CBs for MS	54	49	50	53	57	52	55	48	50
Of which: EMAS verifiers	3	4	4	4	4	4	4	4	4
CB for persons	22	24	24	24	24	24	26	24	24
Inspection bodies	41	39	41	45	47	49	48	47	46
Proficiency testing providers	5	9	11	12	12	14	14	14	14
Reference material producers	x	x	x	x	x	x	2	2	2
Verifiers of greenhouse gas emissions data reports	x	x	x	4	9	9	9	7	6
Total	881	933	987	1,069	1,067	1,091	1,116	1,114	1,114

Number of Accreditation Certificates





Our experts

CAI's personnel consist of qualified, motivated and loyal professionals who meet the requirements of our customers in all areas of accreditation that are offered by the Czech Accreditation Institute. Our employees help to further develop the company, improve its overall reputation and increase general awareness of accreditation services offered in the Czech Republic.

As at 31 December 2018, CAI's organization included a total of 56 employees. Regarding the educational background, the majority of employees (73.21 %) had a university degree; 25.00 % had graduated from a secondary school and 1.79 % had attained professional tertiary (non-university) education. Three new employees joined CAI in 2018 and three employees left.

As at the end of 2018, a total of thirty-four employees had fulfilled the requirements for lead assessors, ten employees also acted in the capacity of a development manager for a given area of accreditation. Fifteen persons worked as external lead assessors.

During its work, CAI benefits from an extensive database of external colleagues, including a total number of 564 technical assessors and experts.

The Czech Accreditation Institute traditionally places emphasis on a systematic development of its employees' professional education and necessary competencies. Therefore, CAI's employees attended regular training sessions also in 2018, not only focusing on legislation but also on the development of soft skills. An essential part of the employees' development of skills included improvement of auditing skills and practices. All of the educational activities have resulted in improved efficiency and quality of provided accreditation services.

Annual Report on the Provision of Information pursuant to Act No. 106/1999 Sb.

In the period from 1 January 2018 to 31 December 2018, Český institut pro akreditaci, o.p.s. ("CAI") received 3 applications for provision of information pursuant to Section 13 of Act No. 106/1999 Sb., on Free Access to Information, as amended (hereinafter referred to as "Act No. 106/1999 Sb."). All three applications were submitted via the information system of data boxes.

No reimbursement of cost for the provision of information was received by CAI in 2018.

In compliance with Section 18 of Act No. 106/1999 Sb., CAI publishes the following data on its activities of providing information for 2018:

- a) Number of applications for information: 3
 - Number of decisions on the rejection of an application: 0
 - Number of decisions on a partial rejection of an application: 0

- b) Number of appeals filed against CAI's decisions: 0
- c) Court judgements on the review of lawfulness of CAI's decisions: 0
 - Costs incurred by CAI in court proceedings concerning matters under Act No. 106/1999 Sb.: 0
- d) List of exclusive licences granted: 0
- e) Number of complaints filed pursuant to Section 16a of Act No. 106/1999 Sb.: 0
- f) Further information related to the application of Act No. 106/1999 Sb.: None.

The Section on licence and sub-licence agreements during the provision of information was not applied in 2018.



Financial Report and Auditor's Report

Annual Financial Statements for 2018

Balance Sheet as at 31 December 2018

Rozvaha dle 504/2002 Sb. ve znění pro rok 2016
 Obchodní firma nebo název účetní jednotky
Český institut pro akreditaci, o.p.s.
 Sídlo nebo bydliště účetní jednotky
Olšanská 54/3
130 00 Praha 3
 IČ: 25677675

Rozvaha do VZ 2018		v tisících Kč		
AKTIVA		Účetní období		
Označ.		číslo řádku	stav k prvním dni	stav k posledním dni
A.	Dlouhodobý majetek celkem	001	3 275	3 084
A. I.	Dlouhodobý nehmotný majetek celkem	002	5 918	7 008
	2. Software	004	5 787	5 985
	5. Ostatní dlouhodobý nehmotný majetek	007	131	
	6. Nedokončený dlouhodobý nehmotný majetek	008		1 023
A. II.	Dlouhodobý hmotný majetek celkem	010	11 582	10 425
	2. Umělecká díla, předměty a sbírky	012	26	26
	4. Hmotné movité věci a jejich soubory	014	10 665	9 515
	7. Drobný dlouhodobý hmotný majetek	017	891	884
A. IV.	Oprávky k dlouhodobému majetku celkem	028	-14 225	-14 349
	2. Oprávky k softwaru	030	-5 549	-5 774
	5. Oprávky k ostatnímu dlouhodobému nehmotnému majetku	033	-29	
	7. Oprávky k samostatným hmotným věcem a souborům hmotných movitých věcí	035	-7 756	-7 691
	10. Oprávky k drobnému dlouhodobému hmotnému majetku	038	-891	-884
B.	Krátkodobý majetek celkem	040	25 861	23 967
B. I.	Zásoby celkem	041	0	19
	3. Nedokončená výroba	044		19
B. II.	Pohledávky celkem	051	7 025	8 091
	1. Odběratelé	052	6 452	7 203
	4. Poskytnuté provozní zálohy	055	469	590
	5. Ostatní pohledávky	056	58	296
	8. Daň z příjmů	059		47
	18. Dohadné účty aktivní	069	46	8
	19. Opravná položka k pohledávkám	070		-53
B. III.	Krátkodobý finanční majetek celkem	071	18 486	15 560
	1. Peněžní prostředky v pokladně	072	138	290
	2. Ceniny	073	2	
	3. Peněžní prostředky na účtech	074	18 346	15 270
B. IV.	Jiná aktiva celkem	079	350	297
	1. Náklady příštích období	080	350	285
	2. Příjmy příštích období	081		12
AKTIVA CELKEM		082	29 136	27 051

Označ.	PASIVA	číslo řádku	Účetní období	
			stav k prvnímu dni	stav k poslednímu dni
A.	Vlastní zdroje celkem	001	12 712	13 140
A. I.	Jmění celkem	002	11 927	12 712
	1. Vlastní jmění	003	1 466	1 466
	2. Fondy	004	10 461	11 246
A. II.	Výsledek hospodaření celkem	006	785	428
	1. Účet výsledku hospodaření	007	xxxx	428
	2. Výsledek hospodaření ve schvalovacím řízení	008	785	xxxx
B.	Cizí zdroje celkem	010	16 424	13 911
B. III.	Krátkodobé závazky celkem	021	16 006	13 836
	1. Dodavatelé	022	2 410	1 935
	3. Přijaté zálohy	024	5 275	4 268
	4. Ostatní závazky	025	58	113
	5. Zaměstnanci	026	4 242	3 764
	6. Ostatní závazky vůči zaměstnancům	027	65	57
	7. Závazky k institucím sociálního zabezpečení a veřejného zdravotního pojištění	028	2 463	2 209
	8. Daň z příjmů	029	57	
	9. Ostatní přímé daně	030	1 124	949
	10. Daň z přidané hodnoty	031	245	286
	11. Ostatní daně a poplatky	032	2	2
	12. Závazky ze vztahu k státnímu rozpočtu	033		168
	22. Dohadné účty pasivní	043	65	85
B. IV.	Jiná pasiva celkem	045	418	75
	1. Výdaje příštích období	046	147	51
	2. Výnosy příštích období	047	271	24
	PASIVA CELKEM	048	29 136	27 051

Profit and loss statement as at 31 December 2018

VZZ dle 504/2002 Sb. ve znění pro rok 2016
 Obchodní firma nebo název účetní jednotky
Český institut pro akreditaci, o.p.s.
 Sídlo nebo bydliště účetní jednotky
Olšanská 54/3
130 00 Praha 3
 IČ: 25677675

VZZ do VZ 2018			v tisících Kč		
VÝKAZ ZISKU A ZTRÁTY			Běžné období		
Označ.		číslo řádku	hlavní	hospodářská	celkem
A.	Náklady	001	96 870		96 870
A.I.	Spotřebované nákupy a nakupované služby	002	33 543		33 543
A.I.	1. Spotřeba materiálu, energie a ostatních neskladovaných dodávek	003	1 907		1 907
	3. Opravy a udržování	005	838		838
	4. Náklady na cestovné	006	3 001		3 001
	5. Náklady na reprezentaci	007	534		534
	6. Ostatní služby	008	27 263		27 263
A II.	Změna stavu zásob vlastní činnosti a aktivace	009	-19		-19
A. II.	7. Změna stavu zásob vlastní činnosti	010	-19		-19
A III.	Osobní náklady	013	60 970		60 970
A III.	10. Mzdové náklady	014	44 348		44 348
	11. Zákonně sociální pojištění	015	14 558		14 558
	12. Ostatní sociální pojištění	016	722		722
	13. Zákonně sociální náklady	017	874		874
	14. Ostatní sociální náklady	018	468		468
A IV.	Daně a poplatky	019	69		69
A IV.	15. Daně a poplatky	020	69		69
A V.	Ostatní náklady	021	615		615
A V.	19. Kursové ztráty	025	41		41
	22. Jiné ostatní náklady	028	574		574
A VI.	Odpisy, prodaný majetek, tvorba a použití rezerv a opravných položek	029	1 465		1 465
A VI.	23. Odpisy dlouhodobého majetku	030	1 412		1 412
	27. Tvorba a použití rezerv a opravných položek	034	53		53
A VIII.	Daň z příjmů	037	227		227
A VIII.	29. Daň z příjmů	038	227		227
	Náklady celkem	039	96 870		96 870
B.	Výnosy	040	97 298		97 298
B.I.	Provozní dotace	041	2 832		2 832
B.I.	1. Provozní dotace	042	2 832		2 832
B III.	Tržby za vlastní výkony a za zboží	047	94 015		94 015
B IV.	Ostatní výnosy	048	281		281
B IV.	8. Kursové zisky	052	7		7
	10. Jiné ostatní výnosy	054	274		274
B V.	Tržby z prodeje majetku	055	170		170
B V.	11. Tržby z prodeje dlouhodobého nehmotného a hmotného majetku	056	170		170
	Výnosy celkem	061	97 298		97 298
C.	Výsledek hospodaření před zdaněním	062	655		655
D.	Výsledek hospodaření po zdanění	063	428		428

Explanatory notes to the Financial Statements pursuant to Decree No. 504/2002 Sb.

I. BASIC INFORMATION ABOUT THE ACCOUNTING ENTITY

1-1) Name and registered office of the accounting entity

Český institut pro akreditaci, o.p.s.,
Olšanská 54/3, 130 00 Prague 3
Company registration number: 25677675
Date of establishment: 1 July 1998
Date of incorporation in the Registry of Public Service Companies: 1 July 1998
The company is incorporated in the Registry of Public Service Companies maintained by the Municipal Court in Prague (Městský soud v Praze), in Section O, Insert 47.

1-2) Legal form of the accounting entity

Public Service Company
(*obecně prospěšná společnost – o.p.s.*)

1-3) The purpose for which the accounting entity was established

The Company was established to conduct accreditation and surveillance of compliance with accreditation requirements.

1-4) Statutory bodies and changes made during the accounting period

Pursuant to Act No. 248/1995 Sb., as amended, the statutory body of the accounting entity is the director of the company: **Ing. Jiří Růžička, MBA, Ph.D.**

No changes to the statutory body were made during the relevant accounting period.

1-5) Information on the founders

The founder of the Company is the Czech Republic, represented by the Ministry of Industry and Trade. The property contribution into the company is CZK 45,000.

1-6) Accounting period for which the Financial Statements have been prepared, and the balance-sheet date

The accounting period means the calendar year of 2018, and the balance-sheet day is 31 December 2018.

1-7) Categories of the accounting entity

According to Section 1b (2) of the Act on Accounting, this accounting entity falls in the category of "small accounting entities".

II. INFORMATION ON THE APPLICATION OF ACCOUNTING PRINCIPLES AND METHODS

2-1) Applied accounting principles and methods

The accounting entity keeps accounts entirely according to Act No. 563/1991 Sb., on Accounting.

Tangible and intangible assets and inventories are eval-

uated at their acquisition prices. Tangible fixed assets mean assets with an acquisition price of CZK 40,000 or higher. Assets with an acquisition price equal to or lower than CZK 40,000 are considered low-value assets and are accounted for as Inventories; subsequently, they are kept on the operational records. Method B is used for accounting for inventories.

Intangible fixed assets mean assets with an acquisition price of CZK 60,000 or higher. Intangible fixed assets with an acquisition price equal to or lower than CZK 60,000 are accounted for as Services.

Cash and duty stamps are evaluated at their nominal values.

Receivables and payables were evaluated at the time of their creation at their nominal value.

Adjustments are made for receivables based on an assessment of their relevant creditworthiness.

Depreciation is determined by the depreciation schedule and corresponds to the estimated life cycle of the assets.

Foreign currency payables, receivables and foreign exchange are accounted for at the current exchange rate published by the Czech National Bank (CNB) valid on the date on which the accounting case was effectuated. Foreign business trips are accounted for by using the exchange rate valid as of the date on which the advance was provided. On the balance-sheet date, foreign currencies in the foreign currency cash registers are converted at the CNB exchange rates valid for the respective currencies as at 31 December 2018.

Differences are accounted for as expenses (exchange rate losses) or revenues (exchange rate gains).

III. ADDITIONAL INFORMATION ON THE BALANCE SHEET AND THE PROFIT AND LOSS ACCOUNT

3-1) The amount and nature of individual items of revenues and expenses that are extraordinary in terms of volume or origin

No revenue or expense items were considered extraordinary in terms of volume or origin.

3-2) Breakdown of fixed assets

Breakdown of fixed assets					
		Status as at 01/01	Increase	Decrease	Status as at 31/12
A.I.2.	Software	5,787	198	0	5,985
	Adjustments and depreciation	-5,548	-226	0	-5,774
	Interest included in valuation				
A.I.5.	Other intangible fixed assets	131	0	-131	0
	Adjustments and depreciation	-29	-102	131	0
	Interest included in valuation				
A.I.6.	Intangible fixed assets under construction	0	1,023	0	1,023
A.II.2.	Art work, objects and collection	26	0	0	26
	Adjustments and depreciation				
	Interest included in valuation				
A.II.4.	Individual movable assets and sets of movable assets	10,665	0	1,150	9,515
	Adjustments and depreciation	-7,756	-1,084	1,149	-7,691
	Interest included in valuation				
A.II.7.	Low-value tangible fixed assets	891	0	7	884
	Adjustments and depreciation	-891			-884
	Interest included in valuation				

3-3) Overview of due payables to social security and contributions to the state employment policy, public health insurance payments and outstanding taxes registered by the competent financial and customs authorities

Payables resulting from the mandatory social security contributions and contributions to the state employment policy, as well as health insurance payments had been settled as at the balance-sheet date before the due date. The competent financial or customs offices register no due payments for the accounting entity.

3-4) Breakdown of the economic result according to the individual activities of the company (in thousands of CZK)

Profit from main activity	+ 1,463
Loss from administrative activity	- 808
Tax base	+ 655
Corporate income tax	227
Economic result after taxes	+ 428

3-5) Employees data

The average number of full-time equivalent employees in 2018 was 52 persons.

	(in thousands of CZK)
Total personnel expenses	60,970
Of which: Wages and salaries	44,348
Of which: Contracts on work performed outside of employment	4,897
Statutory social security insurance	14,558
Other social security insurance plans	722
Statutory social security expenses	874
Other social security expenses	468

The Director is the statutory body of the company. No other employee holds simultaneously the post of a member of the statutory or another body of the company.

3-6) Remuneration and emoluments for office holders, i.e. members of the statutory, controlling and other bodies

Remuneration for the statutory body, members of the Administration Board and members of the Supervisory Board was set as CZK 454,000 in the relevant accounting period.

3-7) Calculation of income tax base and income tax allowances

Tax base of the accounting entity was determined through the transformation of its economic result pursuant to applicable provisions of the Income Tax Act. The accounting entity used the option to decrease its tax base pursuant to Section 20 (7) of the Income Tax Act; the tax base was decreased by CZK 512,000. Calculated tax allowance amounted to CZK 97,000. Tax saving for 2017 was used in its full amount (CZK 121,000) to cover the costs of non-business activities – i.e. the activities of a public service company (accreditation activities).

3-8) Received subsidies

In the relevant accounting period, the accounting entity received a non-investment subsidy from the state budget of the Czech Republic amounting to CZK 2,832,000 to fund activities resulting from its international co-operation.

3-9) Method used for the settlement of economic result from the previous accounting period

Upon the approval of the Annual Financial Statements by the Administration Board of CAI on 12 June 2018, the economic result from the accounting period of 2017 was transferred to account No. 911001 – Reserve fund.

IV. OTHER INFORMATION

4-1) Interests of members of statutory, controlling and other bodies and their family members in entities with which the accounting entity had entered into a business contract or other contractual relationship for the accounting period subject to reporting

As far as the accounting unit is aware, none of the above-mentioned members or their family members have any interests in entities with which the accounting entity had entered into business contracts or other contractual relationships for the period subject to reporting.

4-2) Total remuneration received by the auditor for the mandatory audit of the Annual Financial Statements and the total remuneration received by the auditor for other auditing services.

The total remuneration paid to the auditor for the mandatory audit of the Annual Financial Statements for 2018 amounted to CZK 87,000 before VAT.

These explanatory notes do not include additional data required by Sections 29 and 30 of Decree No.504/2002 Sb. since they are not applicable for the accounting entity.

Basic indicators of the company's economic result in 2018 (in thousands of CZK):

Breakdown of revenues according to their sources:

Revenues from the main activity	94,466
Revenues from auxiliary activities	0
Administrative revenues	0
Non-investment subsidies from the state budget	2,832

Breakdown of expenses:

Expenses from the main activity	96,062
Expenses from auxiliary activities	0
Administrative expenses	808

Fixed assets as net book values:

Opening balance	3,275
New acquisitions	1,221
Accounted depreciation	1,412
Closing balance	3,084

Breakdown of balance sheet item A.II.4 Tangible movable assets and sets of movable assets

(in thousands of CZK)	Status as at 1/1	Increase	Decrease	Status as at 31/12
Office machines and equipment	2,334	0	556	1,778
Vehicles	8,168	0	594	7,574
Furniture and fixtures	163	0	0	163
Total	10,665	0	1,150	9,515

Change in accounts payable:

Opening balance	16,006
Change of balance	- 2,170
Closing balance	13,836

The returned (unused) amount of received subsidy was affected by non-mandatory reimbursements of expenses from international organizations.

Reserve fund:

Opening balance	10,461
Increase	+ 785
Closing balance	11,246

No circumstances relevant for the Annual Report occurred after the balance-sheet date. The accounting entity is not active in the area of research and development. CAI's vision incorporates its development as a modern company and promotion of corporate social responsibility including the care for the environment.

Subsidies from the state budget (in thousands of CZK):

In 2018, CAI received a non-investment subsidy from the state budget to fund its activities within the European and international co-operation in the area of accreditation.

Subsidy received from the state budget	3,000
Expenses arising from international co-operation	2,997
Of which: Membership fees paid to international organizations	995
Reimbursement of expenses received from international organizations	-165
Total expenses from activities funded by the subsidy	2,832
Amount returned to the state budget	168

The accounting entity does not have any subsidiary or another organizational unit abroad.

The economic result, including the amounts of expenses and revenues as well as assets and liabilities, have been reported in the Profit and Loss Account and Balance Sheet.





Zpráva nezávislého auditora určená dozorčí radě a správní radě obecně prospěšné společnosti Český institut pro akreditaci, o.p.s.

Výrok auditora

Provedli jsme audit přiložené účetní závěrky obecně prospěšné společnosti Český institut pro akreditaci, o.p.s. („Společnost“) se sídlem Olšanská 54/3, 130 00 Praha 3, IČ 256 77 675, sestavené na základě českých účetních předpisů, která se skládá z rozvahy k 31.12.2018, výkazu zisku a ztráty za rok končící 31.12.2018 a přílohy této účetní závěrky, která obsahuje popis použitých podstatných účetních metod a další vysvětlující informace. Údaje o Společnosti jsou uvedeny v příloze této účetní závěrky.

Podle našeho názoru účetní závěrka podává věrný a poctivý obraz aktiv a pasiv obecně prospěšné společnosti Český institut pro akreditaci, o.p.s. k 31.12.2018 a nákladů a výnosů a výsledku jejího hospodaření za rok končící 31.12.2018 v souladu s českými účetními předpisy.

Základ pro výrok

Audit jsme provedli v souladu se zákonem o auditorech a standardy Komory auditorů České republiky pro audit, kterými jsou mezinárodní standardy pro audit (ISA), případně doplněné a upravené souvisejícími aplikačními doložkami. Naše odpovědnost stanovená těmito předpisy je podrobněji popsána v oddílu Odpovědnost auditora za audit účetní závěrky. V souladu se zákonem o auditorech a Etickým kodexem přijatým Komorou auditorů České republiky jsme na Společnosti nezávislí a splnili jsme i další etické povinnosti vyplývající z uvedených předpisů. Domníváme se, že důkazní informace, které jsme shromáždili, poskytují dostatečný a vhodný základ pro vyjádření našeho výroku.

Ostatní informace uvedené ve výroční zprávě

Ostatními informacemi jsou v souladu s § 2 písm. b) zákona o auditorech informace uvedené ve výroční zprávě mimo účetní závěrku a naši zprávu auditora. Za ostatní informace odpovídá ředitel Společnosti.

Náš výrok k účetní závěrce se k ostatním informacím nevztahuje. Přesto je však součástí našich povinností souvisejících s ověřením účetní závěrky seznámení se s ostatními informacemi a posouzení, zda ostatní informace nejsou ve významném (materiálním) nesouladu s účetní závěrkou či s našimi znalostmi o účetní jednotce získanými během ověřování účetní závěrky nebo zda se jinak tyto informace nejeví jako významně (materiálně) nesprávné. Také posuzujeme, zda ostatní informace byly ve



všech významných (materiálních) ohledech vypracovány v souladu s příslušnými právními předpisy. Tímto posouzením se rozumí, zda ostatní informace splňují požadavky právních předpisů na formální náležitosti a postup vypracování ostatních informací v kontextu významnosti (materiality), tj. zda případné nedodržení uvedených požadavků by bylo způsobilo ovlivnit úsudek činěný na základě ostatních informací.

- Na základě provedených postupů, do míry, jež dokážeme posoudit, uvádíme, že
- ostatní informace, které popisují skutečnosti, jež jsou též předmětem zobrazení v účetní závěrce, jsou ve všech významných (materiálních) ohledech v souladu s účetní závěrkou a
 - ostatní informace byly vypracovány v souladu s právními předpisy.

Dále jsme povinni uvést, zda na základě poznatků a povědomí o Společnosti, k nimž jsme dospěli při provádění auditu, ostatní informace neobsahují významné (materiální) věcné nesprávnosti. V rámci uvedených postupů jsme v obdržených ostatních informacích žádné významné (materiální) věcné nesprávnosti nezjistili.

Odpovědnost ředitele a dozorčí rady Společnosti za účetní závěrku

Ředitel Společnosti odpovídá za sestavení účetní závěrky podávající věrný a poctivý obraz v souladu s českými účetními předpisy a za takový vnitřní kontrolní systém, který považuje za nezbytný pro sestavení účetní závěrky tak, aby neobsahovala významné (materiální) nesprávnosti způsobené podvodem nebo chybou.

Při sestavování účetní závěrky je ředitel Společnosti povinen posoudit, zda je Společnost schopna nepřetržitě trvat, a pokud je to relevantní, popsat v příloze účetní závěrky záležitosti týkající se jejího nepřetržitého trvání a použití předpokladu nepřetržitého trvání při sestavení účetní závěrky, s výjimkou případů, kdy ředitel plánuje zrušení Společnosti nebo ukončení její činnosti, resp. kdy nemá jinou reálnou možnost, než tak učinit.

Za dohled nad procesem účetního výkaznictví ve Společnosti odpovídá dozorčí rada.

Odpovědnost auditora za audit účetní závěrky

Naším cílem je získat přiměřenou jistotu, že účetní závěrka jako celek neobsahuje významnou (materiální) nesprávnost způsobenou podvodem nebo chybou a vydat zprávu auditora obsahující náš výrok. Přiměřená míra jistoty je velká míra jistoty, nicméně není zárukou, že audit provedený v souladu s výše uvedenými předpisy ve všech případech v účetní závěrce odhalí případnou existující významnou (materiální) nesprávnost. Nesprávnosti mohou vznikat v důsledku podvodů nebo chyb a považují se za významné (materiální), pokud lze reálně předpokládat, že by jednotlivě nebo v souhrnu mohly ovlivnit ekonomická rozhodnutí, která uživatelé účetní závěrky na jejím základě přijmou.

Independent Auditor's Report / Zpráva nezávislého auditora



Při provádění auditu v souladu s výše uvedenými předpisy je naší povinností uplatňovat během celého auditu odborný úsudek a zachovávat profesní skepticismus. Dále je naší povinností:

- Identifikovat a vyhodnotit rizika významné (materiální) nesprávnosti účetní závěrky způsobené podvodem nebo chybou, navrhnout a provést auditorské postupy reagující na tato rizika a získat dostatečné a vhodné důkazní informace, abychom na jejich základě mohli vyjádřit výrok. Riziko, že neodhalíme významnou (materiální) nesprávnost, k níž došlo v důsledku podvodu, je větší než riziko neodhalení významné (materiální) nesprávnosti způsobené chybou, protože součástí podvodu mohou být tajné dohody (koluze), falšování, úmyslná opomenutí, nepravdivá prohlášení nebo obcházení vnitřních kontrol.
- Seznámit se s vnitřním kontrolním systémem Společnosti relevantním pro audit v takovém rozsahu, abychom mohli navrhnout auditorské postupy vhodné s ohledem na dané okolnosti, nikoli abychom mohli vyjádřit názor na účinnost jejího vnitřního kontrolního systému.
- Posoudit vhodnost použitých účetních pravidel, přiměřenost provedených účetních odhadů a informace, které v této souvislosti ředitel Společnosti uvedl v příloze účetní závěrky.
- Posoudit vhodnost použití předpokladu nepřetržitého trvání při sestavení účetní závěrky ředitelem a to, zda s ohledem na shromážděné důkazní informace existuje významná (materiální) nejistota vyplývající z událostí nebo podmínek, které mohou významně zpochybnit schopnost Společnosti nepřetržitě trvat. Jestliže dojdeme k závěru, že taková významná (materiální) nejistota existuje, je naší povinností upozornit v naší zprávě na informace uvedené v této souvislosti v příloze účetní závěrky, a pokud tyto informace nejsou dostatečné, vyjádřit modifikovaný výrok. Naše závěry týkající se schopnosti Společnosti nepřetržitě trvat vycházejí z důkazních informací, které jsme získali do data naší zprávy. Nicméně budoucí události nebo podmínky mohou vést k tomu, že Společnost ztratí schopnost nepřetržitě trvat.
- Vyhodnotit celkovou prezentaci, členění a obsah účetní závěrky, včetně přílohy, a dále to, zda účetní závěrka zobrazuje podkladové transakce a události způsobem, který vede k věrnému zobrazení.

Naší povinností je informovat ředitele a dozorčí radu mimo jiné o plánovaném rozsahu a načasování auditu a o významných zjištěních, která jsme v jeho průběhu učinili, včetně zjištěných významných nedostatků ve vnitřním kontrolním systému.

V Liberci dne 8. dubna 2019



Ing. Jaromír Adamec
statutární auditor evidenční číslo 1719
ADAMEC AUDIT s.r.o.
auditorská společnost evidenční číslo 342

CAI's Bodies and Management

Composition of bodies of the Czech Accreditation Institute, public service company

Status as at 31 December 2018

1. Director (statutory body)

Ing. Jiří Růžička, MBA, Ph.D.

2. Administration Board

Ing. Petr Kučera, CSc.

– representative of the association of accreditation bodies
(Union of Testing Centres for Constructionu)

– **Chairman of the Administration Board**

Ing. Eva Průšová, LL.M.

– representative of state administration bodies
(Ministry of Industry and Trade)

Ing. František Hýbner

– representative of business and social partners
(Union of Industry and Transport of the Czech Republic)

3. Supervisory Board

JUDr. Luděk Holubec

– representative of state administration bodies
(Ministry of Industry and Tradeu)

– **Chairman of the Supervisory Board**

Ing. Michael Smola, MBA

– representative of business and social partners
(Association of Building Entrepreneurs of the Czech Republic)

Ing. Jiří Fuchs

– representative of accredited bodies
(EUROLAB – CZ)

4. Accreditation Board (technical advisory body)

A. Members with voting right

1) Representatives of the state administration bodies

Mgr. Jakub Korec

– Ministry of Industry and Trade

Not represented

– Ministry of Transport

MUDr. Věra Chaloupková

– Ministry of Health

MVDr. Ing. Dana Třísková

– Ministry of Agriculture

plk. Ing. Mgr. Rostislav Richter

– Ministry of the Interior

Ing. Martin Dvořák, Ph.D.

– Ministry of Defence (Office for Defence Standardization,
Cataloguing and Governmental Verification of Quality)

– **Deputy Chairman of Accreditation Board**

JUDr. Věra Váňová

– Ministry of Labour and Social Affairs

Ing. Tatjana Kolesniková

– Ministry of the Environment

Mgr. Viktor Pokorný

– Czech Office for Standards, Metrology and Testing

Dr. Ing. Milan Hort

– State Office for Nuclear Safety

2) Representatives of business and social partners

RNDr. Pavel Malčík

– Association of Textile, Clothing and Leather Industry*)

– **Chairman of the Accreditation Board**

Ing. Jan Prokš, Ph.D.

– Union of Industry and Transport of the Czech Republic

Ing. Petr Svoboda

– Association of Building Entrepreneurs of the Czech Republic*)

Ing. Marie Ševčíková

– Union of Employers' Confederations of the Czech Republic*)

Mgr. Andrea Petřů, MSc.

– Czech Confederation of Commerce and Tourism

Ing. Alexander Šafařík-Pštroz

– Czech Chamber of Commerce

Ing. Josef Svoboda, CSc.

– Chamber of Agriculture

Ing. Libor Dupal

– Consumer Consultative Committee

JUDr. Lenka Havlasová

– VZP ČR (health insurance company)

prof. MUDr. Tomáš Zima, DrSc., MBA

– Czech Medical Association of J. E. Purkyně

3) Representatives of the accreditation system of the Czech Republic

Ing. Jitka Beránková	– Union of Testing Centres for Construction (EUROLAB-CZ)
Ing. Jan Blechta	– Association of Czech Testing Centres and Laboratories (EUROLAB-CZ)
Ing. Pavel Štícha	– Association of Accredited and Authorized Organizations (EUROLAB-CZ)
Jan Střelec	– Czech Association of Calibration
Ing. Pavel Vaněk	– Association for Product Certification
Bc. Dalibor Tatýrek	– Association for Certification of Quality Systems
Ing. Romana Hofmanová	– Association for Education and Certification
Ing. Pavel Charvát	– Association of Environmental Verifiers
RNDr. Jiří Tesař, Ph.D.	– Czech Metrology Institute
Ing. Radovan Šťastný	– Inspection bodies

B. Members with advisory votes

Milan Těšínský	– Bohemian-Moravian Confederation of Trade Unions
JUDr. Ing. Josef Staša, CSc.	– Charles University, Faculty of Law
Ing. Jiří Hajdík, Ph.D.	– ČEZ, a.s.

5. Company Management

Director of CAI

Ing. Jiří Růžička, MBA, Ph.D.

1st CAI Deputy Director

Ing. Milan Badal

CAI Deputy Director and Director
of the Department of Management and External Relations
Mgr. Ing. Igor Tyleček, Ph.D.

Director of the Operational and Economical Department

Ing. Marie Beranová

Director of the Department of Medical Laboratories

Ing. Martina Bednářová

Director of the Department of Testing and Calibration Laboratories

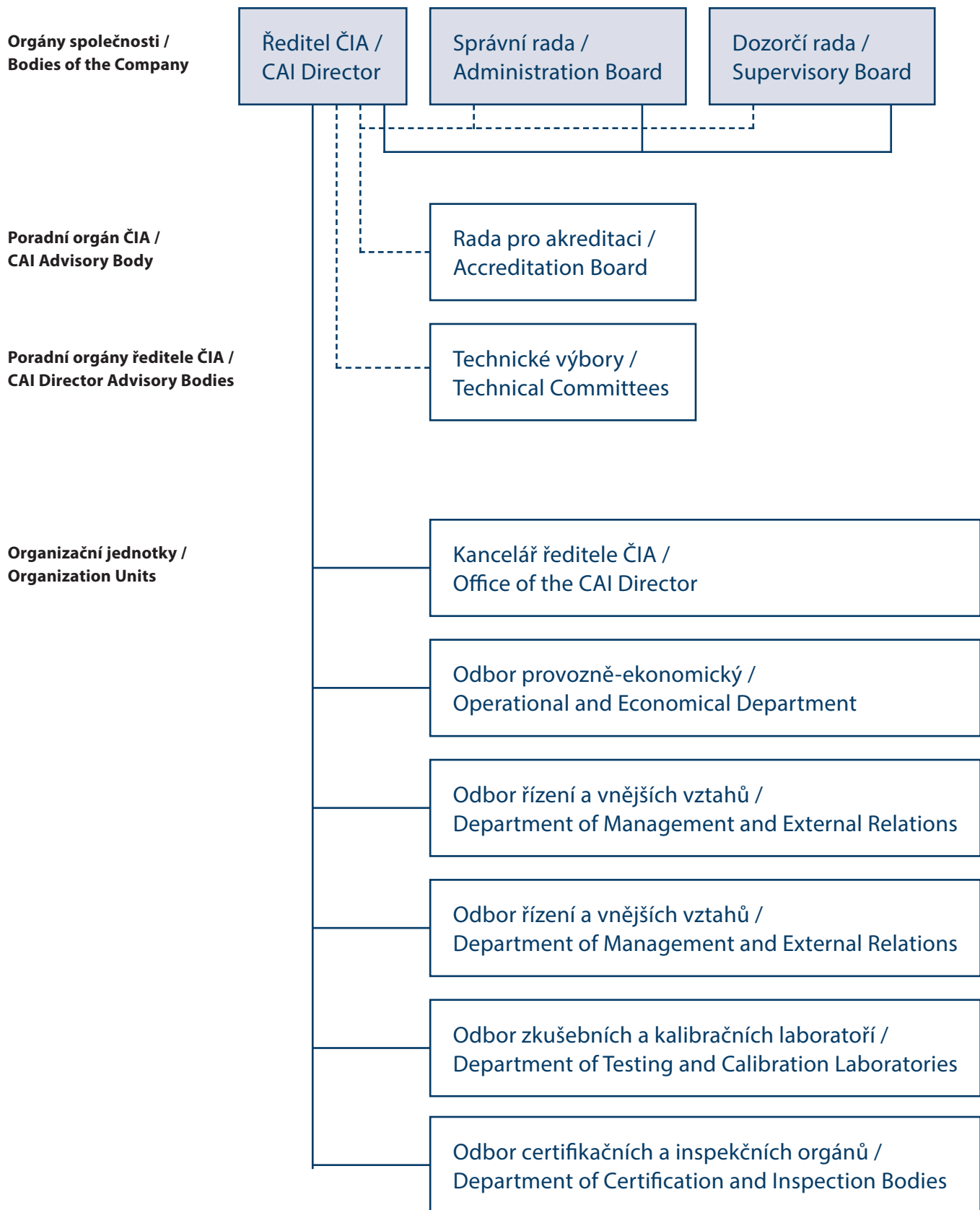
Ing. Pavel Nosek

Director of the Department of Certification and Inspection Bodies

Mgr. Dušan Vácha

*) Member of the Czech Confederation of Employers' and Business Unions

Organizační struktura ČIA / CAI Organizational Structure



Kontakty / Contact data

Český institut pro akreditaci, o.p.s. / Czech Accreditation Institute, a public service company

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BIC (SWIFT) KOMBCZPPXXX

Mezinárodní spolupráce / International co-operation



<http://www.european-accreditation.org/>



<http://www.ilac.org/>



<http://www.iaf.nu/>



http://ec.europa.eu/environment/emas/index_en.htm

Vzory akreditačních značek / Examples of the Accreditation Marks



L 1...

zkušební laboratoř / testing laboratory



M 8...

zdravotnická laboratoř /
medical laboratory



K 2...

kalibrační laboratoř /
calibration laboratory



V 3...

certifikační orgán –
certifikace produktů /
certification body –
certification of products



S 3...

certifikační orgán –
certifikace systémů managementu /
certification body – certification
of management systems



P 3...

certifikační orgán – certifikace osob /
certification body – certification
of persons



G 3...

ověřovatel výkazů emisí skleníkových plynů /
greenhouse gases verification body



I 4...

inspekční orgán / inspection body



CZ-V-5...

environmentální ověřovatel (EMAS) /
environmental verifier (EMAS)



Z 7...

poskytovatel zkoušení způsobilosti /
proficiency testing provider



R 7...

výrobce referenčních materiálů /
reference materials producer

