

APPROVED BY
Decree of the Ministry of Economy,
Environment and Agriculture of Ukraine
No. 2811 dated 19.02.2026

PROVISION ON
THE NATIONAL ACCREDITATION AGENCY
OF UKRAINE
(identification code 26196207)
(new revision)

1. The National Accreditation Agency of Ukraine (NAAU) is a national body of Ukraine for accreditation of conformity assessment bodies. NAAU is a state organization that falls under the jurisdiction of the Ministry of Economy, Environment and Agriculture of Ukraine (the Ministry of Economy) and carries out non-commercial economic activities on a not-for-profit basis.

The Ministry of Economy has no right to interfere in the accreditation activities of NAAU.

2. In its activity, NAAU is guided by the Constitution and laws of Ukraine, decrees of the President of Ukraine and resolutions of the Verkhovna Rada of Ukraine adopted pursuant to the Constitution and laws of Ukraine, acts of the Cabinet of Ministers of Ukraine, Orders of the Ministry of Economy and this Provision.

3. Full name:

- in Ukrainian – Національне агентство з акредитації України;
- in English – National Accreditation Agency of Ukraine.

4. Short name:

in Ukrainian – НААУ;
in English – NAAU.

5. NAAU's location: 23 Tarasa Shevchenka Boulevard, Kyiv, 01032.

6. The main objectives of NAAU are:

- ensuring a unified technical policy in the sphere of conformity assessment;
- ensuring consumer confidence in conformity assessment activities;
- creating conditions for mutual recognition of results of accredited bodies' activity at the international level;
- elimination of technical barriers to trade.

7. The main principles of NAAU activities are:

- ensuring equal rights, lawful interests of all interested parties;
- accessibility and impartiality of accreditation activities;
- transparency in accreditation activities;
- professional competence of works executors;
- voluntary character of accreditation;
- ensuring participation of executive authorities and public organizations on a parity basis;
- application of accreditation requirements harmonized with international and European standards;
- adherence to public interests;
- confidentiality of information obtained during the accreditation process.

8. The main functions of NAAU in accordance with the purpose of its activities are:

accreditation of conformity assessment bodies, including making decisions on accreditation, refusal of accreditation, expansion and reduction of the scope of accreditation, suspension and renewal of the validity and withdrawal of the accreditation certificate;

monitoring the compliance of the accredited bodies with the accreditation requirements (hereinafter referred to as monitoring) by means of conducting surveillance, re-assessment, extraordinary and other assessments;

approval of:

- the procedure for accreditation, accreditation programs;
- the procedure for monitoring;
- the procedure for handling complaints related to activities of the accredited conformity assessment bodies;
- qualification requirements, procedure and rules for attestation of accreditation personnel;
- composition of the attestation commission for accreditation personnel;
- the provision on the Commission on Appeals;
- methodological recommendations on accreditation issues;

organizing the selection, training, preparation and attestation of accreditation personnel, involving them in carrying out accreditation work;

maintaining a register of accredited conformity assessment bodies and a register of accreditation personnel;

participation in the work on harmonizing normative and legal acts, national standards and other documents on accreditation with international and European rules and standards that determine the requirements for NAAU and accredited conformity assessment bodies;

representation and participation on behalf of Ukraine in international, European and other regional accreditation organizations;

conclusion of agreements on cooperation and mutual recognition of accreditation of conformity assessment bodies;

organization of information support on accreditation issues, including publication on NAAU website of a list of names and designations of normative and legal acts in the field of accreditation, national standards on accreditation, harmonized with relevant international and European standards, as well as other documents on accreditation issues adopted by NAAU, international and European accreditation organizations, that contain requirements for accreditation, texts of normative and legal acts on accreditation, as well as texts of other documents on accreditation issues adopted by NAAU, information on its peer evaluation results, types of conformity assessment activities for which NAAU carries out accreditation, and any related changes;

formation of technical committees on accreditation and approval of provisions on them;

performing functions related to accreditation of persons other than conformity assessment bodies and certifying the competence of persons to carry out activities other than conformity assessment in cases established by law;

organization of scientific and research work in the field of accreditation;

establishing the size and procedure for payment of accreditation and monitoring work in accordance with the procedure for determining the cost of such work, which is approved by the Ministry of Economy;

determining the terms of accreditation.

9. NAAU has the right to:

- form expert commissions (groups) and involve external accreditation personal in their work on a contractual basis;
- carry out publishing activities in accordance with the purpose defined by this Provision;
- organize and conduct seminars on accreditation;
- have NAAU representatives in other regions of Ukraine;
- establish branches, representative offices and other separate units (hereinafter referred to as branches) in agreement with the Ministry of Economy;
- participate in peer evaluations conducted within international, European and other regional accreditation organizations where NAAU is a member;
- cooperate with national accreditation bodies of other economies;
- turn to national accreditation bodies of other economies with a request to perform certain work on the assessment of conformity assessment bodies during performing accreditation;
- carry out at the request of the national accreditation bodies of other economies certain work on assessment of conformity assessment bodies during performing accreditation.

10. NAAU is obliged to:

- be organised in such a manner as to make it independent of the conformity assessment bodies it assesses and of commercial pressures, and to ensure that no conflicts of interest with conformity assessment bodies occur;
- be organized and operate so as to ensure objectivity and impartiality of its activities;
- ensure making every decision related to confirmation of competence of conformity assessment body by competent persons different from those who carried out the assessment;
- take adequate measures to safeguard the confidentiality of the information obtained;
- identify the conformity assessment activities for which it is competent to perform accreditation, referring to relevant normative and legal acts and standards;
- set up the procedures necessary to ensure efficient management and appropriate internal controls;
- have a number of competent personnel at its disposal sufficient for the proper performance of its tasks;
- document the duties, responsibilities and authorities of personnel who could affect the quality of the assessment and of the attestation of competence;
- establish, implement and maintain procedures for monitoring the competence of personnel involved;
- verify that conformity assessments are carried out in an appropriate manner, meaning that unnecessary burdens are not imposed on undertakings and that due account is taken of the size of an undertaking, the sector in which it operates, its structure, the degree of complexity of the product technology in question and the mass or serial nature of the production process;
- take all adequate measures in order to reduce the scope of accreditation, suspend or withdraw the accreditation certificate in case of loss of competence by the accredited conformity assessment body to conduct certain conformity assessment activity or committing gross violation of duties;
- at the request of the Ministry of Economy, NAAU and its officials are obliged to take corrective measures to ensure compliance with the requirements and obligations established by the Law of Ukraine "On Accreditation of Conformity Assessment Bodies";

- make publicly available annual financial reports prepared in accordance with generally accepted accounting principles;
- annually, no later than March 01 and quarterly no later than the 20th of the month following the reporting period, provide the Ministry of Economy with information on NAAU activities, which includes:
 - the number of accredited conformity assessment bodies, applications for accreditation received, monitoring performed;
 - the activities of the Accreditation Council, technical accreditation committees;
 - the organization of selection, training, preparation and attestation of accreditation personnel;
 - received and processed complaints and appeals against NAAU activities;
 - NAAU participation in international accreditation events, seminars, conferences, etc.
- maintain state property assigned to it or transferred under usufruct and the targeted use of budget funds;
- create appropriate conditions for highly productive work, ensure compliance with labor legislation, social insurance, rules and norms of labor protection, safety regulations;
- implement measures to improve organization of NAAU activities;
- implement measures to improve the remuneration system in order to increase the material interest of employees in the results of both personal work and work of NAAU, ensure economic and rational use of payroll fund and timely settlement with NAAU employees;
- comply with the norms and requirements for environmental protection, rational use and reproduction of natural resources and ensuring environmental safety;
- safeguard state secrets and the secrecy regime;
- implement measures to comply with the legislation on civil protection;
- carry out accounting and operational accounting, prepare statistical, financial and budget reporting in the event of the provision of budget allocations determined by the Law of Ukraine on the State Budget of Ukraine for the relevant budget period;
- coordinate with the Ministry of Economy issues regarding the withdrawal or voluntary refusal to use a land plot, change of the purpose of land plots or their parts, which are assigned to NAAU on the right of permanent use;
- determine, in agreement with the Ministry of Economy, NAAU accounting policy, and if necessary, make changes to it;
- prepare and implement the strategic development plan, annual financial plan, annual investment plan, medium-term investment plan (three to five years) of NAAU, as well as a plan for the use of budget funds in the event of budget allocations specified by the Law of Ukraine on the State Budget of Ukraine for the relevant budget period;
- publish on its official website within the specified time limits the strategic development plan, annual financial plan, annual investment plan, medium-term investment plan (three to five years), owner's expectations list, financial statements, in particular, annual financial statements, audit opinions on annual financial statements, report on the implementation of the financial plan, annual investment plan, information on NAAU activities, the mandatory publication of which is determined by legislation;
- provide the Ministry of Economy, in accordance with the established procedure, with quarterly and annual financial statements with a corresponding audit report, quarterly and annual reports on the implementation of the financial plan together with an explanatory note on the results of NAAU's activities, as well as quarterly and annual reports on the results of the implementation of indicators of the efficiency of the use of state property, budget reporting in case of budget allocations specified by the Law of Ukraine on the State Budget of Ukraine for the relevant budget period, a management report, information on the financial and economic activities of NAAU, the condition of state property objects, including corporate rights, the results of the audit report and the elimination of deficiencies, if they are identified during the audit.

11. Service for ensuring compliance with anti-corruption norms.

An authorized unit (authorized person) for the prevention and detection of corruption shall be established (determined) at NAAU, and in cases specified by law, a person responsible for the implementation of the anti-corruption program shall be appointed (hereinafter referred to as the service for ensuring compliance with anti-corruption norms).

The service for ensuring compliance with anti-corruption norms shall be responsible for implementing a management system for combating corruption in accordance with the requirements of the legislation on the prevention of corruption and national standards identical to international regulatory documents, and for carrying out measures to prevent corruption offenses and offenses related to corruption.

The head of the service for ensuring compliance with anti-corruption norms shall be appointed to the position and dismissed from the position in accordance with the procedure specified by the legislation in the field of prevention of corruption, in agreement with the Ministry of Economy.

12. It is forbidden for NAAU to:

- provide or offer activities (services) performed (provided) by conformity assessment bodies;
- provide consultancy;
- be a shareholder or participant (founder) of conformity assessment bodies or otherwise to participate in their management or get benefits from their activity.

13. NAAU comprises:

- Accreditation Council;
- technical committees on accreditation;
- Commission on Appeals

14. The Ministry of Economy:

- appoints and dismisses the director of NAAU, concludes and terminates the contract with him/her, monitors compliance with its requirements;
- takes into account the proposals of the Accreditation Council regarding candidates for the position of a director of NAAU;
- approves the Provision on NAAU and monitors its compliance;
- if NAAU fails to meet the requirements or to fulfill its obligations established by the Law of Ukraine "On the Accreditation of Conformity Assessment Bodies," takes appropriate corrective measures or ensures that NAAU takes such corrective measures;
- in accordance with the established procedure, monitors NAAU in order to ensure its ongoing compliance with the requirements for the national accreditation body of Ukraine, as well as other requirements and obligations established by the Law of Ukraine "On Accreditation of Conformity Assessment Bodies" (hereinafter referred to as monitoring of compliance with the requirements for NAAU);
- carries out unscheduled monitoring of NAAU compliance with the requirements, if there are grounds to believe that NAAU does not meet the requirements or does not fulfill its obligations established by the Law of Ukraine "On Accreditation of Conformity Assessment Bodies";
- while monitoring NAAU's compliance with the requirements, assesses and takes into account NAAU's compliance with the criteria established by the national standard, which is identical to the international standard ISO/IEC 17011 or the European standard EN ISO/IEC 17011, and cover the relevant requirements;
- approves the Provision on the Accreditation Council and its composition;
- approves the procedure for determination of cost for accreditation and monitoring activities;
- monitors NAAU's fulfillment of obligations, adherence to established rules of financial and economic activities;
- informs NAAU on the short- and medium-term financial, operational and non-financial objectives of NAAU's activities;
- approves the owner's expectations list;
- approves, in accordance with the legislation, the strategic development plan, annual financial plan, annual investment plan, medium-term investment plan (three to five years) of NAAU, approves the plan for the use of NAAU budget funds in the event of budget allocations determined by the Law of Ukraine on the State Budget of Ukraine for the relevant budget period, and exercises control over their implementation in accordance with the established procedure;
- monitors financial activities, including fulfillment of NAAU financial plan indicators, and takes measures to improve its work;
- keeps records of state property objects under the operational management of NAAU or state property transferred under usufruct, exercises control over the effective use and maintenance of such objects by NAAU;
- approves the staffing table and NAAU organizational structure;
- approves candidacies for the positions of deputy directors, chief accountant and the service for ensuring compliance with anti-corruption norms of NAAU and dismisses them from their positions;
- approves the conclusion of contracts and other transactions by NAAU in the amount of over 3 000 000 (three million) hryvnias, as well as amendments to them;
- approves, in accordance with the procedure established by law, the transfer of lease and extension of lease agreements of state property assigned to NAAU under operational management or transferred to the state property under usufruct, as well as the acquisition and sale of vehicles;
- approves, in accordance with the procedure established by law, the alienation of property assigned to the Office under operational management or transferred under usufruct of state property, the write-off of state-owned objects, the acquisition and sale of vehicles;
- approves the withdrawal or voluntary refusal to use a land plot, change the purpose of land plots or their parts, which are transferred to NAAU on the right of permanent use;
- ensures the fulfillment of state property management functions in accordance with the legislation;
- approves the accounting policy of NAAU and changes to it;

- ensures the inventory of NAAU property in accordance with the procedure defined by the legislation;
- approves the establishment and liquidation of NAAU branches in accordance with the procedure established by the legislation;
- sets up description and application rules of the national accreditation symbol;
- in the event of a change of NAAU director, ensures the conduct of an independent audit or state financial audit of NAAU activities in accordance with the procedure stipulated by law;
- performs other functions as provided for by the legislation.

15. NAAU is a public sector entity from the moment of state registration in accordance with the legislation.

16. NAAU performs its noncommercial economic activities in accordance with current legislation and this Provision.

17. NAAU has its own balance sheet, stamp, letterheads with the Small Coat of Arms of Ukraine and its name, the national accreditation symbol registered in accordance with current legislation.

18. NAAU is responsible for:

- compliance with Ukrainian legislation in the field of accreditation;
- keeping accounting documents during the period connected with its contracts and legal liabilities;
- financial and economic activity of NAAU.

19. NAAU is liable for its obligations within the limits of its property.

NAAU is not liable for the owner's obligations and the owner is not liable for NAAU obligations except for the cases stipulated by the legislation.

20. NAAU has the right to conclude agreements, acquire property and personal non-property rights, deal with claims, be a plaintiff and defendant in Ukrainian and foreign courts.

21. The property of NAAU consists of fixed assets and working capital, as well as other assets, the value of which is reflected in the independent balance sheet of NAAU.

22. The assets of NAAU are state-owned, assigned to it under the right of operational management or transferred under the right of usufruct of state property.

The write-off of partially depreciated fixed assets from the balance sheet, as well as accelerated depreciation of fixed assets, is permitted only with the consent of the Ministry of Economy.

23. Sources of NAAU property are:

- property given by the founder and other executive authorities, enterprises, organizations;
- funds obtained as payments for accreditation and monitoring activities;
- budget funds;
- credits obtained from banks and other creditors;
- capital investments and budget subsidies;
- other sources not prohibited by the legislation.

Alienation, including the sale and purchase of vehicles, write-off, lease and extension of lease agreements of state-owned objects assigned to NAAU on the right of operational management or transferred on the right of usufruct of state property, pledge of the integral property complex of NAAU, its structural divisions, buildings and structures, transfer to mortgage, assignment of the right of claim and/or set-off of counter-homogeneous claims, the subject of which is the transfer of debt, are carried out in agreement with the Ministry of Economy in accordance with the procedure established by law. The funds received as a result of the alienation of the specified property are used in accordance with the approved financial plan.

Alienation of real estate is carried out in agreement with the Ministry of Economy in accordance with the procedure established by law.

Alienation of property is carried out by selling it at an electronic auction in accordance with the procedure established by law.

24. Funding sources of NAAU accreditation activity are:

- funds obtained as payment for accreditation and monitoring activities;
- budget funds;
- other funds as provided for by law.

Budget funds allocated for accreditation purposes can be used exceptionally for:

- research works;
- development of normative and legal documents drafts, national standards and other documents on accreditation;
- participation in international, European and other regional organizations, including payment of membership fees to these organizations.

Financing of the above-mentioned areas may also be carried out at the expense of other funds received as a result of accreditation activities.

Income (profit) of NAAU is used exclusively to finance maintenance of NAAU, the realization of the goals (objectives, tasks) and areas of NAAU's activities, defined by this Provision.

NAAU is prohibited from distributing the received income (profits) or their parts between the founder (Ministry of Economy), NAAU's employees, including the director (except for payment of salaries, calculation of a unified social contribution).

25. NAAU independently plans and conducts its economic activities in accordance with the orders of the Ministry of Economy, if they are carried out at the expense of the state budget, and civil law agreements.

NAAU funds are used in accordance with the legislation.

26. NAAU is headed by a director appointed for a term of five years and fired by the Ministry of Economy. Director of NAAU can be a citizen of Ukraine, who permanently lives in Ukraine, has complete higher education, no less than five years of general work experience on managerial positions, no less than two years of experience in the field of accreditation of conformity assessment bodies or conformity assessment performance.

Director of NAAU cannot be a person, who is a head of a conformity assessment body or a member of supreme, executive, control body or a supervisory board of a conformity assessment body, or a direct or mediated owner of stocks (parts, shares) of conformity assessment bodies, or is convicted for the commission of crime if this conviction has not been expunged and removed in accordance with the procedure established by law.

Director of NAAU is fired in the following cases:

- completion of term of appointment;
- submission of the application on removal from his/her post at his/her own request;
- an accusatory sentence of court in force;
- termination of citizenship or departure outside Ukraine for a permanent residence;
- detection or occurrence of circumstances, which eliminate possibility of a person to be a Director of NAAU in accordance with the second and third paragraphs of this clause;
- a single act of gross violation of legislation in the sphere of accreditation;
- creating obstacles for monitoring of compliance with the requirement to the national accreditation body of Ukraine, or failure to take corrective action as provided by part one of Article 6⁴ of the Law of Ukraine "On Accreditation of Conformity Assessment Bodies" at the request of the Ministry of Economy;
- failure to perform official duties, including due to health reasons, for more than four consecutive months;
- entry into force of a court decision on recognition of a person as incapacitated.

The mandate of director of NAAU is also terminated early in the event of his/her death or upon a court decision on declaring a person deceased.

Director, in accordance with the tasks assigned to him/her:

carries out NAAU management and acts in its interests;

bears personal responsibility for:

- fulfillment of tasks assigned to NAAU;
- drawing up, submitting within the established deadlines for approval to the Ministry of Economy and ensuring the implementation of the strategic development plan, annual financial plan, annual investment plan, as well as the investment plan for the medium-term perspective (three to five years) of NAAU;
- organizing accounting at NAAU and ensuring recording in primary documents of reliable facts of all business transactions, retention of processed documents, registers and reporting for the established period, but not less than three years;
- timely payment of taxes, fees and payments to the budget and state trust funds in accordance with legislation;
- preservation of state property assigned to NAAU and transferred under the right of usufruct and its state registration;
- compliance with the legislation of Ukraine on state secrets, in particular compliance with the secrecy regime established by law;
- organization of compliance by NAAU with the requirements of the Law of Ukraine "On Prevention of Corruption";

without specific authorization, represents NAAU's interests in all bodies, institutions, organizations and enterprises;

based on proven goals, provides proposals for short- and medium-term financial, operational and non-financial objectives of the activity, which are included in the owner's list of expectations, established by the Ministry of Economy, together with drafts of the strategic development plan, annual financial plan, annual investment plan, medium-term investment plan (three to five years), current staffing list, detailed calculations and justifications, explanatory note and other necessary documents;

submits to the Ministry of Economy a draft owner's list of expectations together with drafts of the strategic development plan, annual financial plan, annual investment plan, medium-term investment plan (three to five years), current staffing list, detailed calculations and justifications, explanatory note and other necessary documents;

ensures the preparation and implementation in accordance with the established procedure of the strategic development plan, annual financial and investment plans, as well as the medium-term investment plan (three to five years) of NAAU and amendments to them;

prepares proposals for improving NAAU operation;

reports to the Ministry of Economy on the results of NAAU's activities;

submits to the Ministry of Economy, in accordance with the established procedure, quarterly and annual financial statements of NAAU with the relevant audit report, quarterly and annual reports on the implementation of the financial plan together with an explanatory note on the results of NAAU's activities, as well as quarterly and annual reports on the results of the implementation of indicators of the efficiency of the use of state property, budget reporting in the event of the provision of budget allocations determined by the Law of Ukraine on the State Budget of Ukraine for the relevant budget period, a management report, information on the financial and economic activities of NAAU, the condition of state property objects, the effectiveness of state property management, the results of the audit report and eliminates deficiencies, if they are identified during the audit;

organizes an inventory of NAAU property to ensure the reliability of accounting data, financial reporting and statistical information in accordance with the legislation;

submits proposals for amendments to this Provision to the Ministry of Economy;

issues powers of attorney on behalf of NAAU to perform relevant transactions;

issues orders and instructions on NAAU's activities;

determines and approves the staffing list and organizational structure of NAAU and changes to them in agreement with the Ministry of Economy;

approves the regulations on the structural divisions of NAAU;

resolves issues of selection, training and advanced training of personnel, appoints and dismisses employees of NAAU, except for the deputy directors of NAAU, the chief accountant and the head of the service for ensuring compliance with anti-corruption norms, who are appointed and dismissed by the director of NAAU in agreement with the Ministry of Economy, distributes functional responsibilities among them, takes measures to encourage them and imposes disciplinary sanctions;

makes decisions in accordance with the legislation on imposing financial and disciplinary liability on employees;

in accordance with the legislation establishes the working day schedule, selects the forms and system of remuneration, establishes specific size of tariff rates, piece rates, and official salaries for employees as stipulated by the collective agreement;

provides material incentives (bonuses) to NAAU employees;

ensures safe working conditions for NAAU employees;

concludes the collective agreement;

resolves issues of organizing accounting and other records at NAAU, and also signs financial and other reports in accordance with the legislation;

manages NAAU's property, including its funds, in accordance with the legislation and this Provision;

concludes contracts on behalf of NAAU (conclusion of contracts for the amount exceeding 3 000 000 (three million) hryvnias, contracts for independent audits of annual financial statements, as well as amendments to them are concluded upon approval of the Ministry of Economy);

opens bank accounts;

in accordance with the law coordinates with the Ministry of Economy the transfer for lease and extension of lease agreements of property assigned to NAAU on the right of operational management or transferred under the right of usufruct of state property;

ensures, in accordance with the law, the publication of information about its activities and is responsible for the publication and reliability of such information;

takes timely measures to prevent the bankruptcy of NAAU in the event of its insolvency;

informs the Ministry of Economy about his/her business trips abroad;

resolves other issues related to NAAU activities in accordance with the requirements of legislation and this Provision.

During temporary absence of the director, the temporary duties of the head of NAAU shall be assigned to one of the deputy directors in accordance with the order of NAAU.

The director and deputy directors of NAAU have the right to submit documents for state registration of property rights to real estate transferred to NAAU under the right of usufruct of state property.

In the event of a change of director of NAAU, the Ministry of Economy has the right to initiate an independent audit or state financial audit of NAAU activities in accordance with the procedure prescribed by law.

27. Liquidation and reorganization (merger, joining, division, conversion) of NAAU is carried out based on the decision of the Ministry of Economy in accordance with the current legislation.

28. In case of NAAU bankruptcy its liquidation is performed according to the legislation.

29. Liquidation of NAAU is performed by a liquidation commission created by the Ministry of Economy. The liquidation commission includes the representatives of the Ministry of Economy and NAAU. The Ministry of Economy defines the order and terms of liquidation and also terms for claims by creditors in accordance with the current legislation. Since its appointment, the liquidation commission receives the authority to administer NAAU activities. The liquidation commission draws up a liquidation balance sheet of NAAU and submits it to the body that appointed the commission.

30. In case of NAAU's liquidation or reorganization, laid-off employees are guaranteed the observance of their rights and interests in accordance with the requirements of Ukrainian labor legislation.

31. If NAAU ceases to exist (as a result of its liquidation, merger, division, joining or conversion), its assets are transferred to one or more non-profit organizations of the appropriate type or are credited to the budget revenue.

32. NAAU is deemed to have ceased its activities since the introduction of its termination record to the Unified State Register of legal entities and natural persons – entrepreneurs and public associations.