



# **National Commission for Certifying Agencies**

*The Accreditation Body of the National Organization for Competency Assurance*

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## **NCCA STANDARD INTERPRETATION MEMO**

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**NCCA Standard** 2

*The certification program must be structured and governed in ways that are appropriate for the profession, occupation, role, or skill, and that ensure autonomy in decision making over essential certification activities.*

**Essential Element** B

*The governance structure, policies, and procedures must provide for autonomy in decision making regarding important aspects of the certification program such as eligibility standards; the development, administration, and scoring of the assessment instruments; selection of personnel; and operational processes.*

### **Background**

A request was made to interpret NCCA Standard 2, Essential Element B at the April 3-4, 2007 Commission meeting held in Washington, D.C. The request was based on asking if the following situations presented non-compliance issues with the Standard:

- Parent organization has control over certification body geographical location;
- Parent organization has hiring responsibility for Executive Director of certification body; and
- Parent organization has control over certification body finances assuming sufficient funds are supplied to run the certification business in compliance with the standards.

### **Interpretation**

The intent of Standard 2 and Essential Element B is to ensure that proper mechanisms are in place to prevent undue influence over essential certification decisions. The parent organization having control over office location, hiring of personnel or finances in and of themselves are not out of compliance with the Standard as long as the policies and procedures in place provide for these situations to exist while still providing for autonomy in essential certification decision making.