
	<p style="text-align: center;">AKREDITACIONO TIJELO CRNE GORE ACCREDITATION BODY OF MONTENEGRO</p>	<p>Reference/Date: UP.08/03.02.2025. 1 1 1</p>
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**Instruction for Additional Accreditation Requirements for
Certification Bodies for Product Certification According to the
MEST EN ISO/IEC 17065 Standard, Appointed for Factory
Production Control in Compliance with the Law on Construction
Products**

	Name and Surname	Function	Date	Signature
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1. SUBJECT AND SCOPE

This document further clarifies the additional requirements for the accreditation of certification bodies for product certification according to the MEST EN ISO/IEC 17065 standard, appointed for Factory Production Control in compliance with the Law on Construction Products. The purpose of this document is to establish rules and evaluation procedures for certification bodies seeking accreditation (initial accreditation, scope expansion, re-accreditation) or maintaining accreditation (surveillance evaluations—evaluations during the accreditation cycle), in order to be appointed by the Ministry responsible for construction affairs, in accordance with the Law on Construction Products.

2. ABBREVIATIONS AND DEFINITIONS

2.1 Abbreviations

ATCG – Accreditation body of Montenegro;

CAB- Conformity Assessment Body;

CB- Certification Body


2.2 DEFINITIONS

The following terms used in the Law have the following meanings:

- 1.Product type is a set of levels or classes of construction product characteristics, in relation to its essential characteristics, produced by applying a specific combination of raw materials or other elements through a specific production process;
- 2.Technical specification is the Montenegrin standard referred to by the technical regulation or document regarding the assessment of construction product characteristics;
- 3.Appointed body for assessment and verification is a legal entity appointed by the Ministry for the assessment and verification of the performance characteristics of construction products;
- 4.Manufacturer is a company, legal entity, entrepreneur, or individual who manufactures a construction product or orders its design and places the product on the market under their name or trademark;
- 5.Factory production control is a documented, continuous internal production control within the factory, in compliance with the relevant technical specifications;
- 6.Construction product, under this law, is a product or a set of products composed of at least two separate parts that must be joined together for installation in a building, produced and placed on the market for permanent installation in buildings or their parts, and affects the properties of the building in relation to the essential requirements for the building.

3. RELATIONSHIPS WITH OTHER DOCUMENTS

Law on Construction Products ("Official Gazette of Montenegro," no. 018/14 from 11.04.2014, 051/17 from 03.08.2017)

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Regulation on the detailed conditions for the appointment and removal of the appointment of a legal entity for technical assessment and issuing a declaration of conformity for construction products ("Official Gazette of Montenegro," no. 77 from 13 December 2016)

Regulation on the detailed conditions for the issuance and removal of the appointment of a body for assessment and verification and the content and method of keeping records of issued and revoked appointments for the assessment and verification of the performance characteristics of construction products ("Official Gazette of Montenegro," no. 72 from 18 November 2016)

Regulation on the classification of construction products based on their reaction and resistance to fire ("Official Gazette of Montenegro," no. 073/17 from 03.11.2017)

Regulation on the list of harmonized standards for construction products ("Official Gazette of Montenegro," no. 24/24)

Regulation on the preparation of a document on the assessment of construction products and the content and method of keeping records of issued documents on the assessment ("Official Gazette of Montenegro," no. 72 from 18 November 2016)

MEST EN ISO/IEC 17065: 2020 Conformity assessment – Requirements for bodies certifying products, processes, and services

MEST EN ISO/IEC 17025:2018 General requirements for the competence of testing and calibration laboratories


4. APPLICATION

4.1 Scope of Application

A legal entity may be appointed for one or more product groups listed in this Regulation on the detailed conditions for the appointment and removal of the appointment of a legal entity for technical assessment and issuing a declaration of conformity for construction products, pursuant to Article 28 of the Law on Construction Products ("Official Gazette of Montenegro," no. 77 from 13.12.2016 - Article 1, Annex 1)

Product Group Label:

1. Concrete products – prefabricated normal/light/autoclaved aerated concrete products
2. Doors, windows, window shutters, gates, and similar building equipment
3. Membranes, including liquid-applied ones and assemblies (for controlling water and/or water vapor)
4. Thermal insulation products. Composite insulation assemblies/systems.
5. Structural bearings, spindles for structural joints
6. Chimneys, flue gas ducts, and specific products
7. Gypsum products
8. Geotextiles, geomembranes, and related products
9. Wall cladding/partitions/structural seals for glazing
10. Fixed fire protection equipment (fire alarms/detectors, fixed fire protection systems, fire and smoke control, explosion suppression products)
11. Sanitary devices

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- 12.Fixed road equipment: road furniture
- 13.Structural timber products/elements and auxiliary timber products
- 14.Panels and elements made from wood-based materials
- 15.Cement, construction lime, and other hydraulic binding materials
- 16.Reinforcing and prestressed concrete steel (and auxiliary parts), post-tensioning assemblies
- 17.Masonry walls and similar products, masonry elements, plasters, and auxiliary parts
- 18.Products for technical solutions for wastewater
- 19.Floor coverings
- 20.Structural steel products and auxiliary products
- 21.Interior and exterior wall and ceiling cladding and interior partition assemblies
- 22.Roof coverings, roof windows, skylights, and auxiliary roof products and assemblies
- 23.Road construction products
- 24.Aggregates
- 25.Construction adhesives
- 26.Products related to concrete, mortar, and injection mixtures
- 27.Room heating devices
- 28.Pipes/tanks and auxiliary equipment not in contact with water intended for human use
- 29.Construction products in contact with water intended for human use
- 30.Flat glass, profiled glass, and glass blocks
- 31.Electrical, control, and communication cables
- 32.Sealants for filling joints
- 33.Fasteners
- 34.Assemblies, building units, and prefabricated elements
- 35.Products for stopping fires, fire sealing, and fire protection, and products for fire retardant solutions

4.2 Verification Systems


Based on Article 30 of the Law on Construction Products, verification systems can be 1+, 1, 2+, 3, and 4. The Regulation on the content of the construction product assessment system defines the activities of manufacturers and appointed bodies (Article 3, Article 4, Article 5, Article 6, Article 7) for each of the mentioned verification systems:

In accordance with System 1+ (Article 3):

1.The manufacturer performs:

- Factory production control;
- Additional testing of samples taken by the manufacturer in the production facility in accordance with the prescribed testing plan.

2.The appointed body for product certification makes decisions on issuing, limiting, temporarily revoking, or withdrawing the certificate of performance conformity based on the results:

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- Assessment of construction product properties performed based on testing (including sampling), calculations, tabular values, or descriptive product documentation;
- Initial inspection of the production facility and factory production control;
- Continuous monitoring, assessment, and evaluation of factory production control;
- Testing of random samples taken by the appointed body for product certification in the production facility or storage spaces of the manufacturer.

In accordance with System 1 (Article 4):

1. The manufacturer conducts:

- Factory production control;
- Additional testing of samples taken by the manufacturer in the production facility, in accordance with the prescribed testing plan.

2. The designated certification body for construction products makes decisions on issuing, restricting, temporarily suspending, or withdrawing the certificate of constancy of performance of the construction product based on:

- The assessment of the construction product's performance, carried out based on testing (including sampling), calculations, tabulated values, or descriptive product documentation;
- The initial inspection of the production facility and factory production control;
- Continuous surveillance, assessment, and evaluation of factory production control.

In accordance with the system 2+ (Article 5):

1. The manufacturer performs:

- Evaluation of the properties of the construction product based on testing (including sampling), calculations, tabular values, or descriptive documentation of the product;
- Factory production control;
- Testing of samples taken by the manufacturer in the production facility in accordance with the prescribed testing plan.

2. The Notification body for factory production control certification makes a decision regarding the issuance, limitation, temporary suspension, or withdrawal of the factory production control conformity certificate based on:

- The initial inspection of the production facility and factory production control;
- Continuous monitoring, assessment, and evaluation of the factory production control


In accordance with system 3 (Article 6):

1. The manufacturer performs factory production control;

2. The testing laboratory evaluates the properties of the construction product based on testing (based on sampling conducted by the manufacturer), calculations, tabular values, or descriptive documentation of the construction product.

In accordance with system 4 (Article 7):

1. The manufacturer performs:

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- Evaluation of the properties of the construction product based on testing, calculations, tabular values, or descriptive documentation of the product;
- Factory production control.

2. There are no tasks requiring the involvement of designated bodies.

4.3 In addition to the requirements from sections 4.1 and 4.2 of the SRPS EN ISO/IEC 17065:2016 standard, the additional requirements are:

a) The certification body for product certification, or the Notification body for the construction product verification system, may carry out tasks as an independent third party in the process of the Construction Product Verification System if it is established in accordance with specific regulations and has legal entity status (Article 33 of the Law on Construction Products).

b) The evaluation and verification of a construction product may be performed by a Notification body for evaluation and verification, which is independent of the business entity or construction product whose properties are being evaluated and verified (Article 31 of the Law on Construction Products):

If the Notification body is part of a business or professional association that represents business entities engaged in the design, delivery, assembly, use, or maintenance of construction products, it can perform evaluation or verification of the construction product properties, provided it proves its independence and absence of conflicts of interest.

The Notification body for evaluation and verification may be:


- 1) A certification body for construction products;
- 2) A certification body for factory production control;
- 3) A testing laboratory authorized to measure, test, inspect, calibrate, or otherwise determine the characteristics or properties of materials or construction products.

The Notification body for evaluation and verification, or persons employed by that body who carry out the process of evaluating and verifying the durability of construction product properties, must not be engaged in the design, production, construction, market placement, installation, use, or maintenance of that construction product or in representing a business entity that carries out these activities.

4.4 In addition to the requirements of section 6.2.2 of the MEST EN ISO/IEC 17065:2020 standard, the additional requirements are:

a) Actions in the Construction Product Verification System process can be subcontracted with the consent of the client of these actions (Article 38 of the Law on Construction Products - Delegation of tasks by the Notification body for evaluation and verification):

The Notification body for evaluation and verification may delegate specific tasks for which it is


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designated to its organizational unit or subcontractor that meets the requirements of Articles 33 and 34 of the Law on Construction Products, with prior consent from the business entity.

If the Notification body for evaluation and verification delegates certain tasks to its organizational unit or subcontractor that meets the requirements of Articles 33 and 34 of the Law, the notification body remains responsible for the performance of the delegated tasks. The notification body for evaluation and verification is required to inform the Ministry and the competent inspection authority about the delegation of tasks under paragraph 1 of this article, within three days from the date of delegation.

The notification body for evaluation and verification is required to make available to the Ministry and the competent inspection authority the documents regarding the assessment of compliance with the requirements of Articles 33 and 34 of this Law, for the subcontractor to whom tasks were delegated in accordance with paragraph 1 of this article, as well as the documents about the performed delegated tasks.

- b) Certification decisions regarding certification cannot be subcontracted.
- c) The certification body for product certification is responsible for all activities within the relevant Verification System.
- d) Responsibility for activities carried out by subcontractors remains with the certification body for product certification, as the contractor.
- e) Subcontractors must also be third parties, independent from the manufacturer or the construction product being evaluated.
- f) If the certification body for product certification, or the notification body for the verification system, subcontracts specific tasks related to the independent third-party role in the Construction Product Verification System, or delegates them to an affiliated legal entity, the notification body for the verification system ensures that the subcontractor or affiliated legal entity meets the requirements of Article 32 of the Law on Construction Products (Articles 33 and 34 of the Law on Construction Products).
- g) The certification body for product certification is responsible for providing evidence of compliance with the requirements in point 3.6, through appropriate documented checks.
- h) When testing activities are subcontracted, subcontractors must be accredited in accordance with the MEST ISO/IEC 17025:2017 standard.
- i) Further subcontracting by subcontractors is not allowed. The work delegated to subcontractors must be documented.
- j) The certification body for product certification must maintain a list of approved subcontractors.

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4.5 In addition to the requirements of section 6.1 of the SRPS EN ISO/IEC 17065:2016 standard, the additional requirements are:

The notification body for evaluation and verification carries out the procedures for evaluating and verifying the durability of the properties of construction products, in accordance with the assessment systems, principles of transparency and cost-effectiveness, considering: the size of the manufacturer, the sector in which the manufacturer operates, the structure of the manufacturer, the complexity of the product technology, and the mass or serial nature of the production process, as well as the requirements established by the technical specification and the basic conditions for the facility, and performs other tasks in accordance with the designation for evaluation and verification (Article 37 of the Law on Construction Products):

If, based on the initial control of the production facility or factory production control, the notification body for evaluation and verification finds that the manufacturer has not ensured the durability of the properties of the construction product, it will require the manufacturer to eliminate the identified deficiencies and set a deadline for their removal.


If, based on the verification of the durability of the construction product, the notification body for evaluation and verification finds that the construction product no longer possesses the properties of that type of product, it will require the manufacturer to eliminate the identified deficiencies and set a deadline for their removal.

If the manufacturer does not eliminate the identified deficiencies within the specified time, the notification body for evaluation and verification will:

- Not issue the certificate of durability of the construction product, or the certificate of factory production control in the case mentioned in paragraph 2 of this article, and/or
- Fully or partially revoke the issued certificates in the case mentioned in paragraph 3 of Article 37.

The notification body for the verification system is required (Article 28 of the Law on Construction Products) to, at all times and for each system of performance evaluation and verification and for each type or category of construction products for which the technical requirements are established by technical specification or technical regulation, in relation to essential characteristics and tasks for which accreditation is requested, have available the necessary employed and other workers with professional knowledge and appropriate experience to perform the tasks of an independent third party in the verification system process.

4.6 In order to perform the tasks of evaluating and verifying the durability of the properties of construction products, in addition to the conditions set forth in Articles 31 and 33 of the Law on Construction Products, it is necessary to carry out the appointment process in accordance with Article 36 of the Law on Construction Products, and the specific conditions are defined by the Rulebook on the Detailed Conditions for Issuance and Revocation of Designation of the Body for

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Evaluation and Verification, and the Content and Method of Keeping Records of Issued and Revoked Designations for the Evaluation and Verification of Durability of the Properties of Construction Products. Article 2 of the Rulebook states that the notification body must also have:

- a) Employed persons with appropriate experience and expertise to carry out the tasks of evaluating and verifying the durability of the properties of construction products;
- b) A description of the procedures by which the durability of the properties of construction products is evaluated, ensuring transparency and the ability to reproduce these procedures;
- c) Established appropriate policies and procedures for distinguishing tasks carried out as the notification body for evaluation and verification of the durability of the properties of construction products from other activities;
- d) Appropriate procedures for performing activities considering the size of the enterprise, the sector in which it operates, its structure, the degree of complexity of the technology of the given product, and the mass or serial nature of the production process;
- e) Appropriate resources to perform technical and administrative tasks related to the activities for which it is designated, as well as appropriate access to the necessary equipment or facilities.

4.7 The person responsible for performing the tasks for which the body is designated must have (Article 2 of the Rulebook on the Detailed Conditions for Issuance and Revocation of the Designation of the Body for Evaluation and Verification and the Content and Method of Keeping Records of Issued and Revoked Designations for the Evaluation and Verification of Durability of the Properties of Construction Products):

- a) Appropriate technical and professional education that covers all tasks in the process of evaluating and verifying the durability of the properties of construction products within the areas for which the body is designated;
- b) Appropriate knowledge when fulfilling the requirements for evaluating and verifying the durability of the properties of construction products;
- c) An appropriate level of knowledge and understanding of Montenegrin standards that apply, as well as provisions of the Law on Construction Products and the by-laws regulating this area;
- d) The ability to prepare certificates, records, and reports demonstrating that the evaluations and verifications have been carried out.

4.8 The notification body for evaluation and verification of the durability of construction product properties and its employees carry out evaluations and verifications of the durability of construction product properties with the highest degree of professional integrity and expertise in the respective field. The professionalism, impartiality, and independence of the employees performing the evaluation and verification of the durability of the properties of construction products are ensured by the notification body for evaluation and verification of construction

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product properties. Employees of the notification body for evaluation and verification must respect professional secrecy regarding all information obtained during the performance of tasks for which the body has been designated (Article 3 of the Rulebook on the Detailed Conditions for Issuance and Revocation of the Designation of the Body for Evaluation and Verification and the Content and Method of Keeping Records of Issued and Revoked Designations for the Evaluation and Verification of Durability of Construction Product Properties).

4.9 The notification body for evaluation and verification must notify the Ministry (Article 40 of the Law on Construction Products) about:


- a) Refusal to issue and revocation of certificates in whole or in part;
- b) Any circumstances affecting the scope of the designation for evaluation and verification and the conditions for designation under Article 33 of this law;
- c) A request from the relevant inspection body for providing data on activities related to the evaluation and/or verification of the durability of construction product properties;
- d) Tasks carried out under the evaluation systems within the scope of the designation for evaluation and verification, as well as other activities, including cross-border activities and subcontracting, at the request of the Ministry.

The notification body for evaluation and verification must notify another notification body for evaluation and verification, which has been appointed under this law for similar tasks within the evaluation systems or for a construction product governed by the same technical specification, about negative, and upon request, positive results of the evaluation and/or verification of the durability of construction product properties..

4.10 Performing tests outside the testing laboratories is in accordance with Article 39 of the Law on Construction Products, according to which the notification body can perform tests outside the premises of the notification body for evaluation and verification:

The notification body for evaluation and verification may, at the request of the manufacturer for technical, economic, or logistical reasons, perform testing for evaluation systems 1+, 1, and 3 or supervise their implementation:

- In the manufacturer's production facilities using testing equipment from the manufacturer's laboratory, or
- In another laboratory, with the prior consent of the manufacturer.

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The notification body for evaluation and verification referred to in paragraph 1 of this article must be appointed to perform testing outside its accredited laboratories in accordance with Article 32 of this law.

Before conducting tests as per paragraph 1 of this article, the Notification body for evaluation and verification must verify whether the testing method requirements are met and whether:

- The testing equipment has an appropriate calibration system and whether the possibility for later tracking of previous measurements is ensured, and
- The quality of the testing results is ensured.

4.11 The properties of construction products, in accordance with Article 6 of the Law on Construction Products, are determined by the *Regulation on the Classification of Construction Products with Respect to Their Fire Reaction and Resistance (Official Gazette of Montenegro, No. 073/17, dated 03.11.2017)*.

4.12 The name and designation of the Montenegrin standard, in accordance with Article 7 of the Law on Construction Products, are defined in the *Regulation on the List of Harmonized Standards for Construction Products (Official Gazette of Montenegro, No. 24/24)*.

4.13 Issuance of the evaluation document, in accordance with Article 24, paragraph 6 of the Law on Construction Products, is defined in the *Regulation on the Method of Preparation of the Construction Product Evaluation Document and the Content and Method of Keeping Records of Issued Evaluation Documents (published in Official Gazette of Montenegro, No. 72, dated 18 November 2016)*.

4.14 Technical assessment, as defined in Article 26 of the Law on Construction Products, is defined in the *Regulation on the Form and Content of the Technical Evaluation Document and the Method of Keeping Records of Issued Technical Evaluation Documents for Construction Products (published in Official Gazette of Montenegro, No. 50, dated 3 August 2016)*.

5. FORMS

This guide does not have accompanying forms.