

**TECHNICAL CIRCULAR** Ref. DC2024SPM133

**DATE** Milan, 18-10-2024

To all accredited PRD Certification Bodies  
To Associations of Conformity Assessment Bodies  
To all Inspectors of the DC Department

Their locations

**SUBJECT** **Certification and Inspection Department**

**Technical Circular DC No. 36/2024 - Provisions regarding the application of Technical Regulation RT-31 "REGULATIONS FOR THE ACCREDITATION OF BODIES PROVIDING CERTIFICATIONS OF CONFORMITY TO THE NATIONAL SYSTEM OF CERTIFICATION OF THE SUSTAINABILITY OF BIO-FUELS AND BIO-LIQUIDS", in rev.04.**

Dear Sirs,

On 26 August 2024, the new Ministerial Decree "Establishment of the national certification system for the sustainability of bio-fuels, the certification of renewable fuels of non-biological origin and of fuels from recycled carbon" was published in the Official Journal, which came into force the following day, 27 August, repealing the Ministerial Decree of 14 November 2019.

The operating methods that shall be adopted by the accredited/applicant Certification Bodies for the correct application of revision 04 of the Technical Regulation RT-31, implementing the new provisions of the above decree, are reported below.

**New applications for accreditation**

From the date of publication of this document, ACCREDIA will only accept accreditation applications against the new revision 04 of the Technical Regulation RT-31.

**CBs already accredited –management of the transition**

All the CBs already accredited against revision 03 of the Technical Regulation RT-31, will have to evaluate the modifications introduced in the new version of the Decree and in revision 04 of the RT-31 and implement them within their system.

At the end of the activities described above, the CBs shall send to ACCREDIA a transition plan accompanied by the following evidence by 1 December 2024:

- analysis of the modifications introduced in the new version of the Decree and in rev.04 of the Technical Regulation RT-31 and their implementation in the CB's management system;
- list of updated documents, including modules, following the modifications introduced. In the case of documents currently being updated, it is requested to specify the date by which such documentation will be revised;
- training program for all personnel involved (internal personnel, assessors/technical experts and decision-taking body) in the management of the certification process with the indication of the dates on which the training sessions will be provided;
- updated procedure for the requalification of assessors/technical experts against the new version of the Decree and of RT-31;
- updated procedure for risk sampling, with particular reference to the modifications introduced for risk analysis in the case of group certification;
- draft communication to be sent to operators regarding the innovations introduced by the new Decree and the policy defined for managing the transition in line with the timelines set by the Decree.

The CBs will have to implement and complete all actions defined within the transition plan by 31.12.2024.

The evidence relating to the implementation of what is stated in the plan will be verified by the ACCREDIA assessment teams during normal surveillance activities planned for the year 2025. ACCREDIA reserves the right to carry out any further in-depth analysis, if it considers the transition plan to be unsatisfactory.

The CB will be authorized to conduct audits against the new version of the Decree only following a positive decision of the transition by the first due competent Sector Accreditation Committee which will update the accreditation scope.

All accreditation certificates must be updated by 31/12/2024.

The CB cannot issue new certificates against the new Decree until the decision of the Sector Accreditation Committee, Certification and Inspection, to update the accreditation certificates has been taken.

### **New applications for extension of accreditations already granted**

From the date of publication of this communication, ACCREDIA will accept applications for extension of accreditation only against the new revision of the Technical Regulation RT-31.

In the case of Bodies that have submitted an application for extension for the categories provided for in revision 03 of RT-31, before the new Decree was issued, the activities will be completed only after receiving the transition plan, which must be received before the planned witnessed assessment is carried out. In the event that the witnessed assessment for extension has already been performed for the categories provided for in revision 03 of RT-31, before the new Decree was issued, the activities will be completed only after receiving the transition plan.

In both cases, where the actions defined by the plan have already been implemented, the CAB shall send evidence of implementation to ACCREDIA. Otherwise, the CAB will be requested to indicate at least the deadline for their implementation.

As regards the extension to the categories introduced with the new Ministerial Decree: the CB must complete and send to ACCREDIA the DA-00 and DA-01 modules, accompanied by the documentation relating to the new categories (e.g. qualifications of assessors/technical experts/decision-taking bodies, checklists, evaluation procedure and sampling procedure).

ACCREDIA will conduct a document review lasting 0.5 days with payment to be made by the CB. The outcome of the document review will be presented to the first due Sector Accreditation Committee for the extension of the scope of the accreditation certificate. Within six months of obtaining the extension, ACCREDIA will conduct a witnessed assessment on the new categories with a minimum duration of 1 day for each assessment, to which 1 day will be added for back office and reporting activities and which must be carried out on organizations with a significant scope.

The outcomes of these activities will then be submitted to the Sector Accreditation Committee, Certification and Inspection, at the first due meeting.

### **Management of transition for already certified operators and the issuance of new certification**

Operators already certified, in accordance with the new Decree, will have to transition their system by 27/08/2025 and the Bodies shall verify, during the surveillance and/or renewal activities of the certifications, the correct transition applied by the operators in question.

In the cases of closure and/or surveillance/renewal assessments, the rules defined by the old Ministerial Decree and by rev. 03 of the RT-31 may be applied until 27/08/2025.

After this period, it will no longer be possible to conduct assessments (closure/surveillance/renewal) according to the old Ministerial Decree and to rev. 03 of RT-31.

With kind regards

**Dott. Emanuele Riva**

Director Department  
Certification and Inspection