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# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Bryan W. Horn  
Director

### MEMORANDUM

**To:** Virginia Approved Compliance Assurance Agencies

**FROM:** Jeff Brown, Director of State Building Codes Office  
Division of Building and Fire Regulations

**DATE:** July 1, 2024

**RE:** Compliance Assurance Agency Accreditation Requirement

The purpose of this memorandum is to clarify accreditation requirements for Compliance Assurance Agencies (CAAs).

The Virginia Industrialized Building Safety Regulations (IBSR) lists various information and criteria in [13VAC5-91-200](#) that will be considered by DHCD in designating approval of Compliance Assurance Agencies (CAAs). Item #7 of 13VAC5-91-200 requires any agency wishing to be a Virginia approved CAA to submit documentation showing that their services have been accepted by an accrediting organization. This requirement existed in the earlier editions of the IBSR and has not changed in the most recent (2021) edition.

The 2021 edition of the Virginia IBSR did however incorporate the new ICC/MBI 1205-2021 standard, and related to accreditation of third-party approval agencies, section 401.1 #6 of the newly incorporated ICC/MBI 1205 states the following:

*“6. A copy of the accreditation certificate, issued by an ISO/IEC 17011-compliant accreditation body, that establishes the ability to provide services in accordance with the ISO/IEC 17065 standard for product evaluation or the ISO/IEC 17020 standard for inspection service, as appropriate.”*



In a memorandum (dated December 5, 2023) previously distributed to Virginia approved CAAs, we provided the following information related to the changes in the 2021 edition of the Virginia Industrialized Building Safety Regulations (IBSR) regarding accreditation requirements of CAAs:

***Compliance Assurance Agency required Accreditation. Section 401.1 (Item 6) of the newly incorporated ICC/MBI 1205 standard, requires all CAAs to be accredited (see item #6 copied below). All Virginia Approved Compliance Assurance Agencies will be required to provide the State Building Codes Office with a copy of their accreditation certificate by January 18, 2025.***

*6. A copy of the accreditation certificate, issued by an ISO/IEC 17011-compliant accreditation body, that establishes the ability to provide services in accordance with the ISO/IEC 17065 standard for product evaluation or the ISO/IEC 17020 standard for inspection service, as appropriate.*

We would like to clarify that an accreditation certificate issued by an ISO/IEC 17011 compliant accreditation body in accordance with American Society for Testing and Material (ASTM) Standard Number E541-10 - Standard Specification for Agencies Engaged in System Analysis and Compliance Assurance for Manufactured Building, as appropriate will also be considered, as it relates to item #7 of 13VAC5-91-200.

As requested in the December 5, 2023, memorandum, in order to evaluate the accreditation status and continued compliance with 13VAC5-91-200, we are requesting that all Virginia approved CAAs provide the State Building Codes Office with a copy of their accreditation certificate, verifying accreditation to ISO/IEC 17065, ISO/IEC 17020, or ASTM E541-10, by January 18, 2025.

If you have any questions regarding the information provided herein, please contact Brian Hilderbrand at 804-441-4538 or email at [henry.hilderbrand@dhcd.virginia.gov](mailto:henry.hilderbrand@dhcd.virginia.gov).

