

List of questions to be responded to:

1. Under which national legislation has the TAB been established? Which legal personality does it entail?
2. How has it been ensured that the TAB remains independent from the stakeholders and from any particular interests?
3. Which steps have been taken to guarantee the following qualifications of the staff of the TAB:
  - objectivity and sound technical judgement; o detailed knowledge of regulatory provisions concerning access to means of assessing;
  - general understanding of construction practice concerning product areas it has been designated for;
  - detailed knowledge of specific risks involved in the construction process;
  - detailed knowledge of existing harmonised standards and test methods concerning product areas it has been designated for [, demonstrated notably by prior experience in the field of issuing ETAs];
  - appropriate linguistic skills; and
  - appropriate knowledge of the relationship between manufacturing processes and product characteristics related to factory production control.
4. Which factors does the remuneration of the TAB personnel depend on?
5. How has it been ensured that the TAB has access to means and equipment for assessing the performance of construction products within product areas it has been designated for?
6. Since a TAB shall have a proven record of respect of good administrative behaviour, how has this been demonstrated? [Has the TAB been involved in court cases or administrative procedures against it, brought up by its clients? If so, what is the status or which have been the outcomes of such cases or procedures?]
7. What kinds of confidentiality policy and supporting procedures have been put in place in the TAB?
8. What kind of a document control system has been established for the TAB?
9. Which mechanisms are in use for internal audit and management review within the TAB?
10. What kind of a procedure has been established to deal with appeals and complaints? [Within corresponding circumstances, how many such processes have taken place during the last five years and how long have they taken on an average?]