



Ref no:1/96/YCB/ 741

Dated 27.10.2026

Subject: Invitation of Comments/Suggestions from Stakeholders on the Draft Documents Relating to the Provisional Approval of Certification Bodies and Certification of Yoga Learning Service Providers (Yoga LSPs)

Madam/Sir,

The Yoga Certification Board (YCB), Ministry of Ayush, Government of India, has prepared draft documents relating to the provisional approval of Certification Bodies (CBs) and the certification of Yoga Learning Service Providers (Yoga LSPs), with a view to establishing a systematic and standardized framework for certification in the field of yoga.

2. In this regard, the following draft documents are hereby circulated for stakeholder consultation prior to their finalization and implementation:

- i. System for Provisional Approval of Certification Bodies (CBs) for Certification of Yoga Learning Service Providers (Yoga LSPs) by YCB.
- ii. Assessment Process by Approved Certification Bodies (CBs) for Certification of Yoga Learning Service Providers (Yoga LSPs).
- iii. Additional Requirements for Certification of Various Categories of Yoga Learning Service Providers (Yoga LSPs) as per ISO 29993.

3. The above draft documents have been prepared to establish appropriate procedures and requirements for the provisional approval of Certification Bodies and the assessment and certification of Yoga Learning Service Providers, incorporating the relevant provisions of the applicable ISO standards and additional requirements specific to the field of yoga.

4. In this context, stakeholders are requested to examine the enclosed draft documents and furnish their comments, suggestions and specific recommendations, wherever considered necessary, particularly with regard to the proposed requirements, assessment procedures, operational feasibility and their applicability to different categories of Yoga Learning Service Providers.

5. The comments/suggestions may kindly be submitted to YCB at mgnt-ycb18@nic.in within one month from the date of issue of this communication, to enable the Board to examine the inputs received and take appropriate action towards finalization of the documents before their implementation.

6. All stakeholders are requested to provide their considered inputs within the stipulated period. The comments and suggestions received shall be examined by YCB and considered, as appropriate, while finalizing the aforesaid documents.

7. This communication is being issued with the objective of facilitating wider stakeholder consultation and ensuring that the proposed framework is comprehensive, transparent and conducive to the effective implementation of the certification system for Yoga Learning Service Providers.

Encl.: As above.

Your sincerely,

A handwritten signature in black ink, appearing to read 'P. Singh', with a long horizontal stroke extending to the right.

(Dr Pradyumna Singh Shekhawat)
Head of Institution

Yoga Certification Board
(Ministry of Ayush, Govt. of India)

**Assessment Process by Approved Certification Bodies (CBs) for
Certification of Yoga Learning Service Providers (Yoga LSP)**

0. INTRODUCTION

- 0.1** The demand for institutionally trained Yoga Professionals has been on the rise with the growing popularity of Yoga across the world. The Yoga Certification Board (YCB) established by the Ministry of Ayush, Government of India plays a great role in catering to this rising demand.
- 0.2** The Certification Bodies (CBs) as the Third-Party Bodies shall evaluate and issue Certificate of Compliance (CoC) against the standards for the Yoga Learning Service Providers (Yoga LSPs) set under the Scheme, based on which YCB will grant accreditation to the Yoga LSPs.
- 0.3** The CBs, in order to operate under the Scheme, shall need to primarily comply with the requirements specified in ISO/IEC 17065:2012 and the additional requirements prescribed under the Accreditation Scheme for the Yoga LSPs, hereinafter referred to as the Scheme.
- 0.4** This document establishes the assessment process which shall be executed by the approved CBs under the Scheme for evaluating the fulfillment of the requirements by the Yoga LSPs desirous of getting accredited.
- 0.5** This document supplements the Criteria for certification for all the categories of Yoga LSPs as covered under YCB Scheme.

1. SCOPE

- 1.1** This document defines the process for the Yoga LSPs to undergo audits for getting certified by approved CBs and eventually accredited by YCB and operate under the Scheme as per the criteria prescribed by YCB.
- 1.2** Through the process of audits by the approved CBs, the Yoga LSPs shall –
 - a) Demonstrate their ability to consistently provide competency in the required domain for the Yoga professionals training that meet the Scheme requirements and facilitate the overall development of the trainees.
 - b) Enhance the trainee's satisfaction through effective application of process for continual improvement of the system.
 - c) Meet all the requirements of the training to be applied uniformly to all (Yoga LSPs), regardless of the type and size.

2. INITIAL AUDIT

The desirous Yoga LSP may approach any of the provisionally or formally approved CBs as listed in the register on the YCB website <https://yogacertificationboard.nic.in/> for Certificate of Compliance (CoC).

2.1 Application

2.1.1 The applicant Yoga LSP desirous of certification by the CB and eventually be accredited by YCB should give the following minimum information in its application:

- a) The desired scope of the certification, the courses which each category of Yoga LSP can offer are given in Annex-1.
- b) The relevant details of the organization as required by the Scheme, including its name and the address(es) of its site(s), its processes and operations, human and technical resources, functions, location, Key management staff, teaching methods, description of learning environment and learning resources, any certifications/ awards/ qualification and accreditation offered, relationships and any relevant legal obligations.
- c) Identification of outsourced processes used by the organization that will affect conformity to requirements.
- d) The standards or other requirements for which the applicant organization is seeking certification.
- e) Documentation which addresses the requirement of the applicable standard/criteria prescribed by YCB.

2.1.2 The CB shall review the application for completeness and if any information/document is missing, it shall seek the same from the applicant Yoga LSP within 3 working days.

2.1.3 Once the application is found complete, it shall be acknowledged within 3 working days.

2.1.4 The CB shall then proceed with application review in order to decide the audit programme, the audit time and identification of competent team for audit of Yoga LSP.

2.1.5 Following the review of the application, the CB shall either accept or decline an application for certification. When the CB declines an application for certification as a result of the review, the reasons for declining an application shall be documented and made clear to the applicant. The applicant may appeal against the decision.

2.1.6 If the application is accepted, the CB shall convey the same to the applicant Yoga LSP within 7 working days from the date of acknowledgement.

2.1.7 The identified audit team (AT) shall be conveyed by the CB to the applicant Yoga LSP for raising any objections due to conflict of interest. In case of any objection the CB shall decide on the merits of the objection to change the team or not.

2.2 Determining audit time

2.2.1 CB shall have documented procedures for determining audit time. For each Yoga LSP the CB shall determine the time needed to plan and accomplish a complete and effective audit.

2.2.2 In determining the audit time, the following shall be considered:

- a) The requirements of ISO 17065;
- b) technical requirement/s including ISO 29993;
- c) any outsourcing of any activities included in the scope subject to outsourced entity meeting applicable requirements prescribed for the training provider;
- d) size and number of sites, their geographical locations and multi-site considerations;
- e) the risks associated with the processes or activities of the Yoga LSP;

Note: *Time spent travelling to and from audited sites is not included in the calculation of the duration of the audit days.*

2.2.3 The time spent by any team member that is not assigned as an auditor (i.e., technical experts, translators, interpreters, observers and auditors-in-training) shall not count in the above established duration of the audit.

Note: *The use of translators and interpreters can necessitate additional time.*

2.3 Document review (DR)

2.3.1 On confirmation of the AT, the application and documents shall be forwarded to the AT for a review offsite to ascertain compliance with the criteria.

2.3.2. After the DR, the CB shall inform the applicant Yoga LSP about the observations, if any. The applicant Yoga LSP shall be required to act upon the observation/s so that the points raised during the DR, are addressed and the audit process can proceed to the next stage, which would be the Office Audit (OA). The AT may decide to proceed for OA even if some minor issues remain unaddressed which may not affect the outcome of the OA.

2.3.3 The document review shall be for One manday. In case the auditor is not qualified in Yoga, a technical expert proficient in Yoga may be used but his time shall not be counted towards mandays. The time spent on iterations may be charged separately beyond one iteration.

2.4 Office Audit (OA)

2.4.1 Following the DR, the CB shall inform the applicant Yoga LSP regarding the schedule for OA to verify compliance to the documented system. The OA for LYI shall be in 2 stages while for other categories it shall be a single stage audit.

2.4.2 Stage 1 audit for LYI shall be 2 mandays comprising an auditor and a TE. It may be combined with document review by adding the mandays for review.

2.4.3 The audit programme for the certification shall include an initial audit, and surveillance audits in the first and second years following the certification decision. The first surveillance audit shall be within 12 months of the certification decision A recertification audit shall be conducted in the third year prior to expiration of certification. The first three-year certification cycle begins with the certification decision and issue of the Certificate of Compliance (CoC). Subsequent cycles begin with the recertification decision.

- 2.4.4** The determination of the audit programme and any subsequent adjustments shall consider the size of the applicant Yoga LSP, the locations from which it operates the scope and complexity of its systems and processes and the results of any previous audits.
- 2.4.5** Where the Yoga LSP operates in shifts or conducts multiple trainings in a day at different timings, the activities that take place during shift working shall be considered when developing the audit programme and audit plans
- 2.4.6** The AT for the OA will verify the documents relating to the following
- a) the applicant Yoga LSP should have produced the required number of institutionally qualified yoga professionals as per the category of Yoga LSP's eligibility criteria at the time of applying and maintain records for verification of the same;
 - b) the applicant Yoga LSP shall ensure that the requirements of the Scheme are met with at any point of time;
 - c) the applicant Yoga LSP understands the conditions for maintaining its certified status relating to the stipulated criteria for conformities and non-conformities
 - d) the applicant Yoga LSP shall have a process to handle appeals by the trainee/trained yoga professionals against any of its decisions;
 - e) the applicant Yoga LSP shall have a process to handle complaints from the users of the services of the certified yoga professionals or any other interested party.
- 2.4.7** In the case of Yoga LSPs having multiple branches from where the same training is delivered, the OA shall be carried out on square root principle as a minimum and be based on risk.

2.5 Guidance for audit time

The onsite audit shall be of minimum one manday for YTC, YI, YThC and minimum two mandays for LYIs and YT & ThC. In case the auditor is not qualified in Yoga, a technical expert proficient in Yoga may be used but his time shall not be counted towards mandays. The mandays of Office Audit may be increased depending upon the number of courses offered by the LSP:

- Up to 5 courses - No increase
- 6 to 10 courses – One manday
- More than 10 courses – 2 mandays

Note: One Manday means 8 hours of audit time.

3. CONDUCTING AUDITS

3.1 General

The CB shall have a process for conducting on-site audits. This process shall include an opening meeting at the start of the audit and a closing meeting at the conclusion of the audit. Where any part of the audit is made by electronic means or where the site to be audited is virtual, the CB shall ensure that such activities are conducted by personnel with appropriate competence. The evidence obtained during such an audit shall be sufficient to enable the auditor to take an informed decision on the conformity of the requirement in question.

3.2 Conducting the opening meeting

A formal opening meeting, shall be held with the Yoga LSP's management and, where appropriate, those responsible for the functions or processes to be audited. The purpose of opening meeting, usually conducted by the audit team leader, is to provide a short explanation of how the audit activities will be undertaken. The degree of detail shall be consistent with the familiarity of the Yoga LSP with the audit process and shall consider the following:

- a) introduction of the participants, including an outline of their roles;
- b) confirmation of the scope of certification;
- c) confirmation of the audit plan (including type and scope of audit, objectives and criteria), any changes, and other relevant arrangements with the Yoga LSP, such as the date and time for the closing meeting, interim meetings between the audit team and the Yoga LSP's management;
- d) confirmation of formal communication channels between the audit team and Yoga LSP;
- e) confirmation that the resources and facilities needed by the audit team are available;
- f) confirmation of matters relating to confidentiality;
- g) confirmation of relevant work safety, emergency and security procedures for audit team;
- h) the method of reporting, including any grading of audit findings;
- i) information about the conditions under which the audit may be prematurely terminated;
- j) confirmation that the audit team leader and audit team representing the CB is responsible for the audit and shall be in control of executing the audit plan including audit activities and audit trails;
- k) confirmation of the status of findings of the previous review or audit, if applicable;
- l) methods and procedures to be used to conduct the audit based on sampling;
- m) confirmation of the language to be used during the audit;
- n) confirmation that, during the audit, the Yoga LSP will be kept informed of audit progress and any concerns;
- o) opportunity for the Yoga LSP to ask questions.

3.3 Communication during the audit

3.3.1 During the audit, the audit team shall periodically assess audit progress and exchange information. Audit team leader shall reassign work as needed between audit team members and periodically communicate the progress of the audit and any concerns to the applicant.

3.3.2 Where the available audit evidence indicates that the audit objectives are unattainable or suggests the presence of an immediate and significant risk (e.g., safety), the audit team leader shall report this to the Yoga LSP and, if possible, to the CB to determine appropriate action. Such action may include reconfirmation or modification of the audit plan, changes to the audit objectives or audit scope, or termination of the audit. The audit team leader shall report the outcome of the action taken to the CB.

3.3.3 Audit team leader shall review with the Yoga LSP any need for changes to the audit scope which becomes apparent as on-site auditing activities progress and report this to the CB.

3.4 Obtaining and verifying information

Methods to obtain information shall include, but are not limited to:

- a) interviews;
- b) observation of processes and activities;
- c) review of documentation and records.

3.5 Identifying and recording audit findings

3.5.1 Audit findings summarizing conformity and detailing Nonconformities (NCs) shall be identified, classified and recorded to enable an informed certification decision to be made or the certification to be maintained.

3.5.1.1 Nonconformities are classified as below:

a) **Major non-conformity** is a non-fulfilment of a requirement that affects the capability of the system to achieve its intended results.

b) **Minor non-conformity** is a non-fulfilment of a requirement that does not affect the capability of the system to achieve intended results.

Note: *A number of minor nonconformities associated with the same requirement or issue could demonstrate a systemic failure and thus constitute a major nonconformity.*

3.5.2 Opportunities for improvements (OFIs) may be identified and recorded. An OFI is a finding that could potentially lead to a non-conformity in the future or suggests enhancement.

3.5.3 However, audit findings which are nonconformities shall not be recorded as OFIs.

3.5.4 A finding of NC shall be recorded against a specific requirement, and shall contain a clear statement of the NC, identifying in detail the objective evidence on which the NC is based. NCs shall be discussed with the Yoga LSP to ensure that the evidence is accurate and that the NCs are understood. The auditor however shall refrain from suggesting the cause of NC or their solution.

3.5.5 The audit team leader shall attempt to resolve any diverging opinions between the AT and the Yoga LSP concerning audit evidence or findings, and unresolved points shall be recorded.

3.6 Conducting the closing meeting

3.6.1 A formal closing meeting, where attendance shall be recorded, shall be held with the Yoga LSP's management and, where appropriate, those responsible for the functions or processes audited. The purpose of the closing meeting, usually conducted by the audit team leader, is to present the audit conclusions, including the recommendation regarding certification. Any NC shall be presented in such a manner that they are understood, and the time frame for responding shall be agreed.

Note: *"Understood" does not necessarily mean that the nonconformities have been accepted by the Yoga LSP.*

3.6.2 The Yoga LSP shall be given opportunity for questions, if any. Any diverging opinions regarding the audit findings or conclusions between the AT and the Yoga LSP shall be discussed and resolved where possible. Any diverging opinions that are not resolved shall be recorded and referred to the CB.

3.6.3 Copies of the NCs and OFIs, found if any, shall be handed over to the representative of the Yoga LSP. Alternatively, soft copies of the NCs and OFIs may be provided.

3.7 Audit report

3.7.1 The CB shall provide a written report for each audit to the client within 15 days of the end of the audit. The audit team may identify opportunities for improvement but shall not recommend specific solutions. Ownership of the audit report shall be maintained by the CB.

3.7.2 The audit team leader shall ensure that the audit report is prepared and shall be responsible for its content. The audit report shall provide an accurate, concise and clear record of the audit to enable and informed certification decision to be made and shall include or refer to the following:

- a) identification of the CB;
- b) the name and address of the Yoga LSP and the Yoga LSP's representative;
- c) the type of audit (e.g., initial, surveillance or recertification audit or special audit);
- d) the audit criteria;
- e) the audit objectives;
- f) the audit scope, particularly identification of the organizational or functional units or processes audited and the time of the audit;
- g) any deviation from the audit plan and their reasons;
- h) any significant issues impacting on the audit programme;
- i) identification of the audit team leader, audit team members and any accompanying persons;
- j) the date(s) and place(s) where the audit activities (on site or offsite, permanent or temporary sites) were conducted;
- k) audit findings reference to evidence and conclusions, consistent with the requirements of the type of audit;
- l) significant changes, if any, that affect the management system of the client since the last audit took place;
- m) any unresolved issues, if identified;
- n) disclaimer statement indicating that auditing is based on a sampling process of the available information;
- o) recommendation from the audit team
- p) the audited Yoga LSP is effectively controlling the use of the certification documents and marks, if applicable;
- q) verification of effectiveness of taken Corrective Actions (CA) regarding previously identified NCs, if applicable.

3.7.3 The report shall also contain:

- a) a statement on the conformity and the effectiveness of the documented system together with summary of the evidence relating to:
 - i) the capability of the system and process to meet applicable requirements and expected outcomes;
 - ii) the internal audit and management review process;
- b) a conclusion on the appropriateness of the certification scope;
- c) confirmation that the audit objectives have been fulfilled.

3.7.4 Cause analysis of nonconformities (NCs)

The CB shall require the Yoga LSP to analyse the root cause and describe the specific correction and corrective actions taken, or planned to be taken, to eliminate the detected NCs, within defined time.

3.7.5 Effectiveness of Corrections and Corrective Actions (CAs)

The CB shall review the corrections, identified causes and CAs submitted by the Yoga LSP to determine if these are acceptable. The CB shall verify the effectiveness of any correction and CAs taken. The evidence obtained to support the resolution of NCs shall be recorded. The Yoga LSP shall be informed of the result of the review and verification. The Yoga LSP shall be informed if an additional full audit, an additional limited audit, or documented evidence (to be confirmed during future audits) will be needed to verify effective correction and CAs.

3.7.6 Timelines for actions for audit findings

a) Major non-conformity

- i) Response time - Correction and root-cause analysis within 15 days from audit report.
- ii) Closure requirement
 - Corrective action implementation and verification: within 30 days.
 - Certification cannot be granted or maintained until the major NC is effectively closed (may require follow-up audit or evidence review).

b) Minor non-conformity

- i) Response time - Correction and corrective action plan: within 30 days.
- ii) Closure requirement - Implementation & effectiveness evidence within 60 days, often verified at next surveillance audit rather than immediate follow-up.

c) Observation for Improvement (OFI)

Response time - No time limit for corrective action.

4.0 WITNESS ASSESSMENT (WA)

- 4.1** Following DR and OA, the conduct of one training program for each Group of courses as given in Annex-1, the Yoga LSP shall be witnessed. The audit team shall evaluate all aspects of the training program and activities of the trainers for conformity to the applicable Scheme criteria, and the applicant Yoga LSP's procedures for effective delivery of the training programme
- 4.2** The highest listed course in a Group shall be witnessed. In case the course offered and witnessed is other than the highest listed course, then the scope of CoC shall be restricted to that course and course(s) below that.
- 4.3** The Yoga LSP may offer a training for witnessing during the OA itself.
- 4.4** Depending on the duration of the course, the designated AT shall witness the course for minimum of one manday for courses up to 400 hours, 2 mandays for courses up to 800 hours and 3 mandays for courses more than 800 hrs.
- 4.5** The witnessing shall cover delivery of theory, practical and assessment of trainees. The witnessing to cover these may require more than one visit.
- 4.6** The CB shall reserve the right to seek witness of a specific trainer;

- 4.7 The applicant Yoga LSP shall be informed of the NCs and concerns, if any;
- 4.8 The applicant Yoga LSP shall submit root cause analysis (RCA) and proposed corrections/CAs for the NCs and concerns within 30 days to the AT;
- 4.9 On acceptance of the RCA/CAs, the Yoga LSP shall submit evidence of having implemented the actions within 30 days of acceptance;
- 4.10 An additional full or partial witness of the training program may be done to verify the implementation of the CAs if any major NC is raised;
- 4.11 The CB shall provide a report of witness audit to the applicant Yoga LSP within 15 days of the end of the audit.

5 CERTIFICATION DECISION

5.1 General

- 5.1.1 The CB shall ensure that the persons or committees that make the decisions for granting or refusing certification, expanding or reducing the scope of certification, suspending or restoring certification, withdrawing certification or renewing certification are different from those who carried out the audits. The individual(s) appointed to conduct the certification decision shall have appropriate competence.
- 5.1.2 The CB shall record each certification decision including any additional information or clarification sought from the audit team or other sources.

5.2 Actions prior to making a decision

The CB shall have a process to conduct an effective review prior to making a decision for granting certification, expanding or reducing the scope of certification, renewing, suspending or restoring, or withdrawing of certification, including, that

- a) the information provided by the audit team is sufficient with respect to the certification requirements and the scope for certification;
- b) for any major NCs, it has reviewed, accepted and verified the correction and CAs;
- c) for any minor NCs it has reviewed and accepted the client's plan for correction and CA.

5.3 Granting certification

- 5.3.1 The decision on granting of Certificate of Compliance (CoC) shall be taken by the CB based on the Audit Reports and actions taken to the satisfaction of the AT and when the applicant Yoga LSP's conformance to the Scheme criteria and any other requirement/s is fully demonstrated.
- 5.1.4 Once CoC is granted, the CB shall inform the decision to the Yoga LSP.
- 5.1.5 The CoC shall be valid for a period of 5 years from the date of grant.
- 5.1.6 When a transfer of certification is envisaged from one CB to another, the accepting CB shall have a process for obtaining sufficient information in order to take a decision on certification.

6 Accreditation certificate of YCB

- 6.1 The CB shall provide YCB with a copy of CoC along with the audit reports, documents related to corrections and corrective action for the nonconformities raised, if any and the agreement duly signed by the Yoga LSP, in duplicate in the prescribed form.
- 6.2 YCB shall review the documents received from the CB as at 6.1 above and issue accreditation certificate to the Yoga LSP within one week.

7 MAINTAINING CERTIFICATION

7.1 General

The CB shall maintain certification based on demonstration that the Yoga LSP continues to satisfy the requirements of the YCB standard/criteria. It may maintain a Yoga LSP's certification based on a positive conclusion by the audit team leader without further independent review and decision, provided that:

- a) for any major NC or other situation that may lead to suspension or withdrawal of certification, the CB has a system that requires the audit team leader to report to the CB the need to initiate a review by competent personnel different from those who carried out the audit, to determine whether certification can be maintained;
- b) competent personnel of the CB monitor its surveillance activities, including monitoring the reporting by its auditors, to confirm that the certification activity is operating effectively.

- 7.2 The certified Yoga LSPs shall submit an yearly annual report on the implementation of the YCB Scheme in the prescribed format to YCB with copy to the CB every year. The report / progress shall be subjected to scrutiny by the CB.

- 7.3 Fee for onsite visit is not the part of assessment fee. On visit shall not be more than 3 days. Onsite audit of YTC and YThC shall be limited to one manday.

- 7.4 The approved CB reserves the right to conduct audits of the Yoga LSPs as and when required during the period of certification.

8 SURVEILLANCE ASSESSMENT (SA)

- 8.1 To assess the Yoga LSP's continuing compliance to the Scheme criteria and any other requirement/s and the effective implementation of its documented system, the CB shall conduct an annual surveillance OA during the validity period. The gap between two surveillances shall not be more than 15 months. Every alternate surveillance may be done remotely. In case of multi-site Yoga LSP, sampling of sites shall be assessed by rotation each year subject to at least one site per year or square roots of sites whichever is higher. The number of the sites may be spread over the certification cycle.

- 8.2 The CB shall reserve the right to carry out short notice audit(s) as necessary for a specific Yoga LSP in case of complaints/concerns raised against the delivery or administration of the program. Cost for the same shall be borne by the Yoga LSP.

- 8.3 At least one surveillance shall be a Surprise audit.

8.4 The witnessing during the cycle shall be so organized so as to witness at least one training per year and to cover the entire scope\ . The witnessing shall be so selected as to cover all the groups within the certification cycle. The witnessing shall cover the aspects as given in clause 5.4. The witnessing volunteer courses does not required witnessing. The witnessing may be combined with onsite surveillance. In case the Yoga LSP conducts training in person, at least one witness shall be in person.

8.5 The CB may increase witnessing based on risk considering factors like performance, complaints, mode of training etc.

9 RECERTIFICATION

9.1 Recertification audit planning

9.1.1 The purpose of the recertification audit is to confirm the continued conformity and effectiveness of the documented system as a whole, and its continued relevance and applicability for the scope of certification. A recertification audit shall be planned and conducted onsite to evaluate the continued fulfilment of all of the requirements of the relevant YCB standard/criteria. This shall be planned and conducted in due time to enable for timely renewal before the certificate expiry date after the prescribed validity period.

9.1.2 The recertification activity shall include the review of previous surveillance audit reports and consider the performance of the certified Yoga LSP over the most recent certification cycle.

9.2 Recertification audit

9.2.1 The recertification audit shall include an on-site audit that addresses the following:

- a) the effectiveness of the documented system in its entirety in the light of internal and external changes and its continued relevance and applicability to the scope of certification;
- b) demonstrated commitment to maintain the effectiveness and improvement of the documented system in order to enhance overall performance;
- c) the effectiveness of the documented system with regard to achieving the certified Yoga LSP's objectives.

9.2.2 For any major NC, the CB shall define time limits for correction and CA. These actions shall be implemented and verified prior to the expiration of certification.

9.2.3 When recertification activities are successfully completed prior to the expiry date of the existing certification, the expiry date of the new certification can be based on the expiry date of the existing certification. The issue date on a new certificate shall be on or after the recertification decision.

9.2.4 If the CB has not completed the recertification audit or the CB is unable to verify the implementation of corrections and CAs for any major NC prior to the expiry date of the certification, then recertification shall not be recommended and the validity of the certification shall not be extended. The Yoga LSP shall be informed and the consequences shall be explained.

9.2.5 Following expiration of certification, the CB can restore certification within 6 months provided that the outstanding recertification activities are completed. The effective date on the certificate shall be on or after the recertification decision and the expiry date shall be based on prior certification cycle.

10 EXTENSION OF SCOPE

10.1 Any approved Yoga LSP can request for extension of its scope for adding more groups or more courses within the same group by making a written request to the CB and by paying the applicable scope extension fee.

10.2 The Yoga LSP shall submit the updated documentation with changes highlighted for review.

10.3 The CB shall follow the same process as for initial grant of CoC for extension scope(s).

11 SUSPENSION AND WITHDRAWAL OF CoC and ACCREDITATION OF Yoga LSPs

11.1 The CoC of Yoga LSPs shall be suspended/withdrawn under the following circumstances-

- a)** If any false information is provided in relation to the Yoga Certification Scheme by the Yoga LSP;
- b)** If the Yoga LSPs and its personnel make wrong commitment to qualify the yoga trainees or are involved in unfair means;
- c)** If any unfair commitment is made to the yoga trainees on behalf of the YCB or CB;
- d)** If Yoga LSPs are unable to conduct training activities of yoga trainees as per the stipulated guidelines of YCB or the CB in due time;
- e)** If any noncompliance to the requirement is observed;
- f)** If CoC or Accreditation of the Yoga LSP is suspended/withdrawn;
- g)** If there is default in paying fee.

11.2 The suspension / withdrawal shall be with due notice of 15 days in the event of any of the above, under intimation to YCB.

11.3 The YCB accreditation certificate will be deemed suspended/withdrawn from the date of suspension/withdrawal of CoC by the CB.

11.4 YCB may also initiate suspension proceedings if it observes any non-compliance to YCB scheme requirements with due notice. Suspension by YCB will lead to automatic suspension of CoC.

11.5 Any training which is in progress when suspension is issued, and if the suspension is on grounds relating to ability to deliver training, such training will not be covered under YCB scheme unless the Yoga LSP can demonstrate competence within one month of suspension.

11.6 The suspension may be partial or full in terms of courses covered.

12 EXPIRY OF CERTIFICATION/ACCREDITATION

- 12.1** The certification of a Yoga LSP shall automatically expire at the end of its validity period unless recertified by the concerned or any other CB after following stipulated process.
- 12.2** The accreditation certificate of YCB shall also expire concurrently with expiry of the CoC.
- 12.3** YCB may also initiate withdrawal proceedings, with due notice, if it observes any non-compliance to YCB scheme requirements. Withdrawal by YCB will lead to automatic withdrawal of CoC.

13 APPEALS

- 13.1** The CB shall have a documented process to receive, evaluate and make decisions on appeals.
- 13.2** The CB shall be responsible for all decisions at all levels of the appeals-handling process. The CB shall ensure that the persons engaged in the appeals-handling process are different from those who carried out the audits and made the certification decisions.
- 13.3** Submission, investigation and decision on appeals shall not result in any discriminatory actions against the appellant.
- 13.4** The appeals-handling process shall include at least the following elements and methods:
 - a) an outline of the process for receiving, validating and investigating the appeal, and for deciding what actions need to be taken in response to it, taking into account the results of previous similar appeals;
 - a) tracking and recording appeals, including actions undertaken to resolve them;
 - b) ensuring that any appropriate correction and corrective action are taken.
- 12.5** CB receiving the appeal shall be responsible for gathering and verifying all necessary information to validate the appeal.
- 12.6** CB shall acknowledge receipt of the appeal and shall provide the appellant with progress reports and the result of the appeal.
- 12.7** Decision to be communicated to the appellant shall be made by, or reviewed and approved by, individual(s) not previously involved in the subject of the appeal.
- 12.8** CB body shall give formal notice to the appellant of the end of the appeals handling process.

14 COMPLAINTS

- 14.1** The CB shall be responsible for all decisions at all levels of the complaints handling process.
- 14.2** Submission, investigation and decision on complaints shall not result in any discriminatory actions against the complainant.
- 14.3** Upon receipt of a complaint, the CB shall confirm whether the complaint relates to certification activities that it is responsible for and, if so, shall deal with it. If the complaint relates to a certified Yoga LSP, then examination of the complaint shall consider the effectiveness of the certified management system.

- 14.4** Any valid complaint about a certified Yoga LSP shall also be referred by the CB to the certified Yoga LSP in question at an appropriate time.
- 14.5** The CB shall have a documented process to receive, evaluate and make decisions on complaints. This process shall be subject to requirements for confidentiality, as it relates to the complainant and to the subject of the complaint.
- 14.6** The complaints-handling process shall include at least the following elements and methods:
- a)** an outline of the process for receiving, validating, investigating the complaint, and for deciding what actions need to be taken in response to it;
 - b)** tracking and recording complaints, including actions undertaken in response to them;
 - c)** ensuring that any appropriate correction and corrective action are taken.
- 14.7** The CB receiving the complaint shall be responsible for gathering and verifying all necessary information to validate the complaint.
- 14.8** Whenever possible, the CB shall acknowledge receipt of the complaint, and shall provide the complainant with progress reports and the result of the complaint.
- 14.9** The decision to be communicated to the complainant shall be made by, or reviewed and approved by, individual(s) not previously involved in the subject of the complaint.
- 14.10** Whenever possible, the CB shall give formal notice of the end of the complaints-handling process to the complainant.
- 14.11** The CB shall determine, together with the certified client and the complainant, whether and, if so to what extent, the subject of the complaint and its resolution shall be made public.

15 FEE STRUCTURE

- 15.1** The CBs may decide the fee structure and place it on their website. The fee structure may comprise of the following:
- a)** Application fee, to be paid along with the application
 - b)** Audit fee, to be paid prior to the audit (Initial, Follow-up, Witness, Surveillance, Recertification, Special etc.)
 - c)** Certification Fee and Annual fee, to be paid in advance
- 15.2** **Each individual Yoga LSP shall be provided with the fee to be charged to it.**
- 15.3** YCB shall charge the following fee for issue and maintenance of Accreditation Certificate:
- a)** Application fee:
 - b)** Annual fee:

Fee structure would be as decided by YCB from time to time.

Scope of Work of various Yoga Learning Service Providers (Yoga LSPs)

1. Various YCB training programmes and their groupings are as given below:

Group	Courses
Group A	1. Yoga Master (YM) 2. Yoga Teacher & Evaluator (YT&E) 3. Yoga Wellness Instructor (YWI). 4. Yoga Protocol Instructor (YPI). 5. Higher Secondary School Yoga Teacher (HSSYT) 6. Primary/Elementary School Yoga Teacher (PSYT) 7. Yoga Volunteer (YV)
Group B	8. Yoga Therapist (YTh) 9. Assistant Yoga Therapist (AYTh)
Group C	10. Therapeutic Yoga Consultant (ThYC)
Group D	11. Yogasana Coach (YCh)

2. The various courses which the different categories of Yoga LSPs can provide trainings are as given below:

Category of Yoga LSP	Courses under its Scope
Leading Yoga Institutions (LYIs)	Group A Group B Group C Group D
Yoga Institutions (YIs)	Group A Group B Group D
Yoga Training Centres (YTCs):	Group A (only 3, 4, 5, 6, & 7)
Yoga Therapy Centres (YThCs):	Group A (only 7) Group B
Yoga Training & Therapy Centres (YT & ThCs):	Group A (only 3, 4, 5, 6, & 7) Group B

Yoga Certification Board
(Ministry of Ayush, Govt. of India)

System for Provisional Approval of Certification Bodies (CBs) for Certification of Yoga Learning Service Providers (Yoga LSPs) by Yoga Certification Board

1 BACKGROUND

Yoga is essentially a spiritual discipline based on an extremely subtle science, which focuses on bringing harmony between mind and body. It is an art and science of healthy living. The practice of Yoga is believed to have started with the very dawn of civilization. In the Yogic lore, Shiva is seen as the first Yogi or Adiyogi, and the first Guru or Adi Guru. Though Yoga was being practised in the pre-Vedic period, the great Sage Maharshi Patanjali systematized and codified the then existing practices of Yoga, its meaning and its related knowledge through his Yoga Sutras. After Patanjali, many Sages and Yoga Masters contributed greatly for the preservation and development of the field through their well-documented practices and literature. In present day, Yoga education is being imparted by many eminent Yoga Institutions and Yoga Therapy and Training Centers.

Yoga Certification Board (YCB) aims to promote Yoga as career skill and accordingly in its objectives it has included quality and uniformity in teaching of Yoga across the world. YCB has initiated accreditation of Yoga Training Providers based on their scale of operation, capacity, years of experience etc. and certification of Yoga professionals.

2 INTRODUCTION

- 2.1** The **YCB Accreditation Scheme for Yoga Learning Service Providers (Yoga LSPs)**, hereinafter referred to as the **Scheme**, envisages that independent, competent **Certification Bodies (CBs)** shall evaluate and issue Certificate of Compliance against the accreditation standards set under the Scheme based on which YCB will grant accreditation to the Yoga LSP.
- 2.2** The CBs, in order to operate under the Scheme, shall need to primarily comply with the requirements specified in the international standard, ISO/IEC 17065:2012, and the additional requirements prescribed by YCB.
- 2.3** The CBs would get applicants and would be able to offer their process for witnessing as part of the accreditation process to the Accreditation Body to get accreditation or to get the relevant scope added in their accreditation if already accredited for ISO/IEC 17065 only after they are approved under the Scheme.
- 2.4** Therefore, it is necessary to establish a procedure for provisional approval of CBs under the Scheme, till such time they can get the scope added in their scope of accreditation or get formally accredited from the National Accreditation Board for Certification Bodies (NABCB) or any other Accreditation Body recognized by YCB as per ISO/IEC 17065:2012 and get approved by YCB.
- 2.5** This document sets out requirements to be fulfilled by CBs desirous of operating under the Scheme pending formal accreditation from the recognized Accreditation Body and approval by YCB.
- 2.6** YCB reserves the right to seek additional information from approved CBs as and when required.

3 SCOPE

- 3.1 This document defines the criteria and process for CBs to obtain provisional approval to operate under the YCB's Accreditation Scheme for Yoga LSPs, pending formal accreditation for the Scheme by NABCB or any other AB recognized by YCB as per the prescribed international standard(s) and approval by YCB.
- 3.2 This approval shall be valid for 2 years within which the approved CBs would have to obtain formal accreditation from NABCB or any other AB recognized and approved by YCB. The validity of provisional approval for CBs already accredited to ISO 17065:2012 shall be for one year within which they shall add scope of YCB scheme in their accreditation.

4 CRITERIA FOR APPROVAL

The CBs desirous of certifying the following categories of Yoga LSPs under this Scheme, shall meet the criteria as prescribed in clauses 5 and 6 of this document.

4.1 Categories of Yoga LSPs

- i) **Leading Yoga Institution:** Yoga Institutions which are in existence for minimum of 15 years following a legacy of Yoga Tradition (Parampara) and have contributed the knowledge of Yoga in the field of Yoga education/training/therapy for at least 10 years shall be termed as Leading Yoga Institutions.
- ii) **Yoga Institution:** Yoga Institutions which have contributed to the body of knowledge in the field of Yoga education/training/therapy for at least 5 years and have produced quality Yoga professionals shall be termed as Yoga Institutions.
- iii) **Yoga Training Centre:** The Yoga Centre which is committed towards promotion of health and wellness through Yoga and have served for at least 2 years and has produced quality Yoga professionals shall be termed as Yoga Training Centre.
- iv) **Yoga Therapy Centre:** Yoga Therapy Centre who is committed to provide therapeutic training and knowledge through Yoga and have served for at least 4 years and produced quality of Yoga therapeutic professionals shall be termed as Yoga Therapy Centre.
- v) **Yoga Training & Therapy Centre:** Yoga Institutions which are in existence for minimum of 4 years and imparting training in Yoga and Therapy and has produced quality Yoga Teachers and Therapists shall be termed as Yoga Training and Therapy Centres.
- vi) **Any other Institution/Organization providing Yoga Training** – Ayush Institutions/ Colleges, UGC accredited Yoga Institutions, School/College/University Yoga Centres etc. as per the criteria defined under the Scheme.

5 ADMINISTRATIVE REQUIREMENTS

- 5.1 **Legal entity:** The CB shall be a legal entity in the economy in which it is located, or shall be a defined part of a legal entity, such that it can be held legally responsible for all its assessment and certification activities. A governmental certification body is deemed to be a legal entity based on its governmental status. A CB, that is part of an organization involved in functions other than certification, shall be separate and identifiable within that organization.

5.2 Organizational structure: The CB shall have its aim, objectives, vision & mission, a logo, an organogram, and documented policies & procedures. The CB shall define and document the duties, responsibilities and reporting structure of its personnel and any committee(s) and its place within the organization. When the CB is a defined part of a legal entity, the documentation of the organizational structure shall include the line of authority and the relationship with other parts within the same legal entity.

5.3 Integrity: The CB and its personnel shall maintain integrity at all times. It shall implement systems and measures to require all its personnel, internal and external, to maintain integrity. The certification body's system for maintaining integrity shall include measures like having a Code of Integrity and Conduct, which is required to be signed by all individuals (internal and external) involved in CB's activities, policy on gifts, guidelines for handling situations when offered inducement, etc.

Note: *Integrity is defined as the quality of being honest and having a consistent and uncompromising adherence to strong moral and ethical principles and values.*

5.4 Impartiality:

5.4.1 The CB shall be and perceived to be impartial.

5.4.2 The CB shall be so structured and managed so as to safeguard impartiality.

5.4.3 The CB and its staff shall not engage in any activity that may conflict with its impartiality.

5.4.4 The CB shall not impart any education and/or training on yoga within the same legal entity.

5.4.5 The CB shall act impartially in relation to its applicants, accredited institutions, professionals trained by its certified training institutions.

5.4.6 The CB shall have a process to identify, analyze, evaluate, monitor and document the threats to impartiality arising from its activities including any conflicts arising from its relationships on an ongoing basis. This shall include the following as a minimum:

a) Threats that may arise from its activities or its relationships or the relationships of its personnel. Where there are any threats to impartiality, the CB shall document and demonstrate how it eliminates or minimizes such threats and document any residual risk. The demonstration shall cover all potential threats that are identified, whether they arise from within the CB or from the activities of other persons, bodies or organizations.

b) Top management of the CB shall review any residual risk to determine if it is within the level of acceptable risk. When a relationship poses an unacceptable threat to impartiality, then certification shall not be provided.

c) The risk assessment process shall include identification of and consultation with appropriate interested parties to advice on matters affecting impartiality including openness and public perception.

- d) The CB shall set up an impartiality committee for the stakeholder consultation as per above. For impartiality committee, the chair shall be an external person and the committee shall comprise of all identified stakeholders. The CB shall have only one member. The CB shall have a documented term of reference, composition and process for the Impartiality Committee.

Note: *Sources of threats to the impartiality of the CB can be based on ownership, governance, management, personnel, shared resources, finances, contracts, training, marketing and payment of a sales commission or other inducement for the referral of new clients, etc.*

- 5.4.7 The CB shall have a process to ensure that the auditors are free of conflict of interest with the Yoga LSPs being audited by being a teacher or trainer. The auditor can be a trainer in other Yoga LSPs other than the one being audited.

- 5.5 **Independence:** The certification body shall be independent body, neither owned by nor linked to any entity which is engaged in prohibited activities as detailed in clause 4.2.6 and 4.2.7 of ISO/IEC 17065:2012.

- 5.6 **Confidentiality:** The CB shall ensure the confidentiality of information obtained in the course of its certification activities by having a suitable system. Information gathered would not be used for any commercial or other purposes, other than that to support certification.

5.7 **Liability and financing:**

- 5.7.1 The CB shall be able to demonstrate that it has evaluated the risks arising from its certification activities and that it has adequate arrangements (e.g., insurance or reserves) to cover liabilities arising from its operations in each of its fields of activities and the geographic areas in which it operates.

- 5.7.2 The CB shall evaluate its finances and sources of income and demonstrate that initially, and on an ongoing basis, commercial, financial or other pressures do not compromise its impartiality.

6.0 TECHNICAL REQUIREMENTS

- 6.1 The CB shall have, as part of its organization, personnel, either employed or on contract, having sufficient competence for managing the process of assessment and certification of Yoga Training Institutions / Centers.

- 6.2 The organization shall define the competence required of all the personnel involved in the assessment and certification process unless defined in YCB Scheme. The organization shall maintain up-to-date personnel records, including relevant information, e.g., qualifications, training, experience, professional affiliations, professional status, competence and known conflict of interest.

- 6.3 The CB shall have a Scheme manager by whatever term he is designated who shall have knowledge of process/service certification as per ISO 17065 and yoga. In case he does not have the knowledge of yoga, he shall be supported by a designated yoga expert with competence specified below in managing the operations under the Scheme.

- 6.4** The CB shall have defined processes for selecting, training, formally selecting and authorizing auditors and technical experts, to be used in this activity.

6.5 Competence

- 6.5.1** The Lead Auditors, Auditors and Yoga Experts used by the CBs shall have the following qualification, training and experience in addition to the having demonstrated knowledge of ISO 29993:

Auditing Personnel	Eligibility	Role
Lead Auditor	a) Postgraduate degree in Science/ Arts/Commerce/Yoga, or Bachelor's degree in Engr./Tech, or Any qualification equivalent to above. b) Work Experience - At least 10 years, with at least 3 years in Accreditation/ Assessment/ Auditing/ Quality Assurance at Managerial level. c) Training in auditing based on ISO 19011. d) 10 audits or 20 mandays of experience of auditing of training/ education organizations as Lead Auditor.	a) To manage the audit process from start to finish including submission of final report to CB. b) Assign roles to team members based on their competence. c) Prepare audit plan. d) Conduct opening and closing meetings during on-site audit. e) Finalizing audit findings and non-conformities. f) Review of corrective actions. g) Coordination with CB as well Yoga LSP on behalf of audit team. h) Report on the performance of the team members. i) Any other role assigned by the CB.
Auditor (To be used in combination with corresponding Yoga expert)	a) Postgraduate degree in Science/Arts/ Commerce/Yoga or Bachelor's degree in Engr./Tech or Any equivalent qualification to above. b) At least 5 years of Work Experience in with 2 years Accreditation/ Assessment/ Auditing/ Quality Assurance at Managerial level. c) Training in auditing based on ISO 19011. d) 2 audits or 5 mandays of audits training/ education organizations as Trainee Auditor.	a) Assess the documents with reference to the parameters and standards defined. b) List out the gaps / observation in the documents. c) Organize field visits and assess the facilities / Infrastructure of the applicant Centre against the information submitted by the applicant Centre and the standards defined by YCB. d) Submit the report. e) Reply to the queries of the applicant / CB as and when required. f) To do any other work assigned by the team leader.

Auditing Personnel	Eligibility	Role
Technical Expert (Yoga)	a) Group A - At least Graduate Degree in Yoga or subject related to Yoga with at least 5 years of experience in the field of Yoga, or Postgraduate (Master) Degree in any subject with at least 1 year diploma in Yoga and minimum 5 years of experience in the field of Yoga, or Certified Yoga Teacher & Evaluator or Yoga Master under Yoga professional certification scheme of YCB With 2 years' experience post certification as appropriate for audit. b) Group B - Certified Yoga Therapist of YCB with 5 years Post certification experience. c) Group C - Certified Therapeutic Yoga consultant of YCB with 5 years Post certification experience. d) Group D = Evidence of 2 Years' experience of Practicing as Yogasana Coach.	a) To support audit team as expert and provide inputs especially in relation to yoga related matters. b) Assess the documents with reference to the parameters and standards defined especially in respect of yoga related matters. c) List out the gaps / observation in the documents. d) Participate in audits and assess the systems/facilities / infrastructure of the applicant/accredited Institutions against the information submitted by the applicant/accredited Institution and the standards defined by YCB. e) Provide technical expert's report to the Team Leader. f) Reply to the queries of the applicant / CB as and when required under guidance of Team Leader.

Note: 1. In case the lead auditor/auditor fulfills requirement of yoga expert as well, he can audit independently without an expert.
2. Technical Experts (Yoga) do not audit independently and work under the supervision of the Lead Auditor/Auditor since they do not have auditing qualification.

6.5.2 Composition of Audit Team

The CB shall nominate a suitable team, comprising of Lead Auditor and Technical Expert (Yoga), for the document review/onsite/online audit, including witness audit. Depending upon the size of the Yoga LSP and the quantum of training activities, the team may have one or more auditor(s) and yoga expert(s). Person who qualifies to be Lead Auditor as well Yoga Expert can carry out both the roles in a single team.

Note: The audit team may have trainees or observers who will not audit independently and their time will not be counted towards audit mandays.

6.5.3 Personnel records: The CBs shall maintain up-to-date personnel records, as per requirements of the Scheme, for each of its personnel involved in its audit and certification activities.

6.5.4 The CB shall have system for empanelment and selection of auditor and yoga experts.

6.6 Certification process

- 6.6.1** The CB shall manage the process of certification of Yoga LSPs in India and abroad as per the documented 'Assessment process by Approved Certification Bodies (CBs) for Certification of Yoga Learning Service Providers (Yoga LSPs) prescribed under the Scheme for issuing Certificate of Compliance to the various categories of Yoga LSPs as given under 4.1.
- 6.6.2** The CB shall maintain records to demonstrate that the audit/certification process is effectively Implemented.
- 6.6.3** The CB shall ensure the requirements of the Scheme are met with at any point in time.
- 6.6.4** The CB shall certify Yoga LSPs only under the Scheme and shall issue a Certificate of Compliance to the Yoga LSPs audited for specific category of LSP audited following the rules prescribed under the Scheme with scope for which the particular LSP is providing training.
- 6.6.5** The CB shall provide the required updated information about the LSP to YCB, for updating their website to give information while submitting the Certificate of Compliance.
- 6.6.6** The CB shall have rules for the use of the certificate issued to the Yoga LSPs and use of CB logo.
- 6.6.7** The CB shall have a process to handle complaints from any stakeholder.
- 6.6.8** The CB shall have a process to handle appeals by its clients (relevant Yoga LSPs) against any of its decisions.
- 6.6.9** At any point during the assessment process, if there is evidence of fraudulent behaviour by the CB or it intentionally provides false information or if it conceals information, the application shall be rejected or the assessment process terminated. The fee received shall not be reimbursed.
- 6.7 Certification agreement:** The CBs shall have a legally enforceable agreement for the provision of certification activities with the Yoga LSPs. Besides, the CBs shall ensure its certification agreement requires that the Yoga LSPs comply at least with the specific requirements in the Scheme document and the Yoga LSPs shall follow the YCB requirements for training to its own students as per YCB requirements.

6.8 Responsibility for decision on Certificate of Compliance

- 6.8.1** The CBs shall be responsible for, and shall retain authority for, and shall not delegate decisions relating to issue of certificate of compliance, including the granting, maintaining, recertifying, expanding and reducing the scope of the certificate, and suspending or withdrawing the certificate.
- 6.8.2** The CB shall assign at least one person to make certification decision, who is either employed or on contract with the CB.

Note: *The review and the certification decision can be made concurrently by the same person.*

- 6.8.3** The CB shall not delegate decisions to any external entity.

6.8.4 The certification body shall notify the client of a decision not to grant certification, and shall identify the reasons for the decision.

6.9 Publicly available information without request

6.9.1 The CB shall maintain and make publicly available on its website information about the Scheme and its role in implementation of the YCB programmes, process followed for application, assessment, certification, grant of certificate of compliance, suspension / withdrawal of certificate of compliance, and geographical areas in which it operates.

6.9.2 CB shall make publicly available on its website its processes for handling complaints and appeals.

7 APPROVAL PROCESS OF CB

7.1 Application

7.1.1 Any organization interested in approval as a CB for the certification of Yoga LSPs under the Scheme may apply to YCB in the prescribed application format along with the prescribed application fee. The applicant shall also enclose the required information and documents as specified in the application form.

7.1.2 The filled in application form for approval shall be duly signed by the CEO/authorized representative/s of the organization seeking approval.

7.1.3 On receipt of the application form, it will be scrutinized by the secretariat at YCB and if found complete in all respects will be processed further.

7.2 Assessment process

7.2.1 On review of the application for completeness, an assessment team comprising a team leader and member(s)/technical expert(s), as needed, will be nominated by YCB for assessment at the applicant's office and other locations, if required. Under normal circumstances, the assessment at the head office will be for 3 man-days including assessor and technical expert. In case the CB is already accredited to ISO/IEC 17065:2012, the man-days may be reduced.

7.2.2 The names of the members of the assessment team will be communicated to the applicant giving adequate time to raise any objection against the appointment of any of the team members, which will be dealt with by YCB on merits. All assessors/experts nominated by YCB shall have signed undertakings regarding confidentiality, impartiality and conflict of interest.

7.2.3 If necessary, YCB may decide based on the report of office assessment or otherwise, to undertake witness assessment(s) of actual audit of Yoga LSP or any part of the certification process by the applicant CB.

7.2.4 The assessment team leader shall provide an assessment plan to the applicant CB in advance of the assessment.

7.2.5 The date(s) of assessment shall be mutually agreed to between the applicant and the assessment team.

- 7.2.6** The Office Assessment shall begin with an opening meeting for explaining the purpose and scope of assessment and the methodology of the assessment. The actual assessment process shall cover a review of the documented system of the organization to assess its adequacy in line with the criteria as specified in this document. It will also involve verification of the implementation of the system including scrutiny of the records of auditors' competence and other relevant records and demonstration of auditors' competence through means like interviews, etc. and understanding of the assessment process prescribed under the Scheme. It will be an assessment for verifying technical competence of the applicant CB for operating under the Scheme.
- 7.2.7** At the end of the office assessment, through a formal closing meeting, all the non-conformities and concerns observed in the applicant CB's system as per the assessment criteria and the assessment team's recommendation to YCB shall be conveyed to the applicant.
- 7.2.8** Based on the report of the assessment, and the action taken by the applicant on the non-conformities/concerns if any, YCB shall decide on granting provisional approval to the applicant as CB under the Scheme.

8 VALIDITY OF APPROVAL

- 8.1** The provisional approval shall be valid for 2 years. In case the CB is already accredited for ISO 17065, the validity shall be one year.
- 8.2** The CB shall obtain formal accreditation as per ISO 17065 from NABCB or any other accreditation body recognized by YCB within 2 years or one year, as applicable, of provisional approval by YCB for the relevant scope of YCB Scheme to formalize its approval.
- 8.3** The provisional approval shall be subject to suspension/withdrawal with due notice of 15 days in the event of any noncompliance to the requirements of the Scheme.
- 8.4** The approved CB shall inform YCB without delay about any changes relevant to its approval, in any aspect of its status or operation relating to:
- a) its legal, commercial, ownership or organizational status;
 - b) the organization, top management and key personnel;
 - c) main policies, resources, premises and scope of approval;
 - d) other such matters that may affect the ability of CB to fulfil requirements for approval.

YCB shall examine such information and decide on the issue on merits with or without an on-site verification.

- 8.5** The CB shall send data of the Yoga LSPs certified/rejected immediately within one week after the issue of the certificate/rejection to YCB. The data shall be submitted in the specified format for maintaining the registry of the Yoga LSPs.
- 8.6** YCB shall undertake one OA annually and witness the process of evaluation/certification by an approved CB at least once annually within the period of validity. The frequency may be increased based on risk and complaints/feedbacks etc.

- 8.7** Any extension of validity of provisional approval shall be based on a written request for justifiable reasons and shall involve Office or Witness assessment or both as decided by YCB.
- 8.8** Once the CB has obtained accreditation, it shall be formally approved and the period shall be concurrent with validity of its accreditation. It shall comply with all the requirements specified in this document.

9 SUSPENSION AND WITHDRAWAL

- 9.1** The approval of CB shall be suspended/withdrawn under the following circumstances:
- a) If any false information is provided by the CB in relation to Yoga Certification scheme.
 - b) If CB and its personnel make wrong commitment to qualify the Yoga LSPs or are involved in unfair means.
 - c) If any unfair commitment is made to the Yoga LSPs on behalf of YCB.
 - d) If CB is unable to conduct certification activities of Yoga LSPs as per YCB guidelines in due time.
 - e) If any noncompliance to the requirement of the YCB is observed.
 - f) If formally approved and accreditation of the CB is suspended/withdrawn.
 - g) If there is default in paying fee.
- 9.2** The suspension/withdrawal shall be with due notice of 15 days in the event of any of the above.

10 APPEAL

The CB shall be entitled to appeal against any decision of YCB. The appeal shall be made to the concerned personnel and be handled as per the YCB Appeals Procedure.

11 FEE

- 11.1** The organizations aspiring to work as CB shall have to apply to the YCB and submit the following fees:
- a) Application fee
 - b) Assessment fee
 - c) Annual fee
 - d) Fee per certificate issued
- 11.2** Application fee is to be paid along with application form. Application form will not be accepted in the event of non-receipt of full application fee. The YCB will scrutinize the documents submitted along with the application fee for completeness. On confirmation about receipt of all required documents from YCB, the applicant shall have to pay assessment fee in advance. On receipt of full assessment fee, the assessment process shall be initiated by YCB.
- 11.3** The application fee and assessment fee both are non-refundable.
- 11.4** If a CB does not qualify during first assessment, it can submit the required information and address the observed non conformities and request for follow up assessment within 2 years of its application. The organization shall have to pay assessment fee for the follow-up.

- 11.5** The annual fee shall be payable, on demand from YCB, before communication of formal decision of approval and then annually in advance. The 'per certificate' fee shall be paid quarterly based on number of certificates issued.
- 11.6** After completion of 2 or one years of provisional approval, as applicable, the CB is required to go for formal approval with accreditation as per ISO 17065. In exceptional cases, YCB may extend provisional approval by not more than one year, subject to an onsite assessment and justified reasons. The CB shall have to pay annual fee for continuing its provisional approval and also assessment fee as applicable.
- 11.7** The Fee Structure for each activity and component shall be as decided by YCB from time to time. YCB may, at its discretion, revise/levy any other fee, as may be necessary, with due notice to the CBs.

YCB Draft for Comments

Yoga Certification Board

Report of Yoga Expert for Assessment of PrCBs

1. Name of the PrCB:
2. Address of PrCB:
3. Mode of YCB assessment: Physical/Remote
4. Date(s) of assessment:
5. Name of Assessment Expert:
6. Report on Conduct of Examination:
 - a) Mode of Examination
 - i) At PrCB's location, physically
 - ii) At PrCB, online
 - iii) Online
 - b) Whether examination conducted directly by PrCB or through Agency
 - c) If through Agency, then details of the Contract
 - d) Details of the examination witnessed (Theory & Practical)
 - i) Name of the Examination
 - ii) Lead Examiner
 - iii) Examiner
 - iv) No. of Candidates Enrolled
 - v) No. of candidates whose exam witnessed
 - iv) YCB Courses offered (to be listed):
 - v) Compliance with the courses as designed:
 - vi) Any other observation:
7. Report on trainers:

- a) No. of trainers approved by the institution:
(employed/empanelled/part-time/full-time)
 - b) Adequacy of trainers vis-à-vis courses offered:
 - c) Comments on records of trainers examined:
 - d) Competence of trainers as judged through personal interaction:
 - e) Any other observation:
8. Report on Infrastructure - Confirm availability and adequacy of the following:
- a) Training hall:
 - b) Support facilities:
(e.g., Washrooms, Space for Shatkarma etc.)
 - c) Yoga accessories:
 - a. (e.g., Yoga Mats/Pots etc.)
 - d) Library and learning infrastructure:
 - e) Water for Drinking & other purpose:
 - f) Medical aid:
 - g) Administrative/support Staff:
 - h) Any other facility relevant to the Yoga training provider for the Courses offered
9. Conclusion (with any areas of non-conformity or concern):

Name:

Date:

Signature:

Yoga Certification Board

Report of Yoga Expert for Assessment of Training Institutions

1. Name of the Training Institution:
2. Address of Training Institution where Assessment is conducted:
3. Mode of assessment: Physical/Remote
4. Date(s) of assessment:
5. Name of Assessment Expert:
6. Report on course content:
 - a) YCB Courses offered (to be listed):
 - b) Other Courses offered (to be listed):
 - c) Courses audited:
 - d) Compliance with the courses as designed:
 - e) Any other observation:
7. Report on trainers:
 - a) No. of trainers approved by the institution:
(employed/empanelled/part-time/full-time)
 - b) Adequacy of trainers vis-à-vis courses offered:
 - c) Comments on records of trainers examined:
 - d) Competence of trainers as judged through personal interaction:
 - e) Any other observation:

8. Report on Infrastructure - Confirm availability and adequacy of the following:

a) Training hall:

b) Support facilities:

(e.g., Washrooms, Space for Shatkarma etc.)

c) Yoga accessories:

a. (e.g., Yoga Mats/Pots etc.)

d) Library and learning infrastructure:

e) Water for Drinking & other purpose:

f) Medical aid:

g) Administrative/support Staff:

h) Any other facility relevant to the Yoga training provider for the Courses offered

9. Conclusion (with any areas of non-conformity or concern):

Name:

Date:

Signature:

Yoga Certification Board
(Ministry of Ayush, Govt. of India)

**Requirements for certification of various categories of the Yoga Learning Service Providers
(Yoga LSPs) as per ISO 29993 for accreditation of training**

1. Introduction

Yoga training providers are presently accredited by Yoga Certification Board as per the Scheme document under the Guidance for Management of YCB. In order to make the Scheme truly global, there is need for upgrading current accreditation system for training institutions to the international standard. ISO has formulated standard ISO 29993:2017 for Learning Services Outside Formal Education – Service Requirements. This standard has been adopted by Yoga Certification to align its accreditation of institutions and organizations providing Yoga training.

As the ISO standard is generic in nature, there would be need for making it Yoga specific by incorporating requirements related to Yoga as being presently prescribed under the YCB Scheme for the accreditation of training providers.

2. Requirements for Yoga Learning Service Providers – The yoga training institutions, called as the Yoga Learning Service Providers (Yoga LSPs) shall meet the service requirement as prescribed under ISO 29993:2017.

***Note:** ISO 29993 has been adopted as IS ISO 29993 by the Bureau of Indian Standards in India and is available for purchase through their portal.*

3. Additional Requirements for Yoga Learning Service Providers - This document prescribes additional requirements for various Yoga Learning Service Providers (Yoga LSPs) in addition to those prescribed under ISO 29993:2017. The document refers to clauses of ISO 29993:2017 and wherever needed, provides additional requirements with a prefix **A** before the corresponding clause number of ISO 29993:2017 to facilitate referencing. The additional requirements are drawn from the current accreditation criteria specified by YCB which are already in practice.

4. Eligibility criteria – The eligibility criteria for the various categories of the Yoga LSPs are summarized in Annex for ease of referencing.

Clauses as per ISO/IEC 29993:2017	Leading Yoga Institute (LYI)	Yoga Institute (YI)	Yoga Training Centre (YTC)	Yoga Therapy Centre (YThC)
Clause 1 Scope	No change	No change	No change	No change
Clause 2 Normative reference	No change	No change	No change	No change
Clause 3 Terms and Definitions	No change	No change	No change	No change
Clause 4 General information provided by the LSP	No change	No change	No change	No change
Clause 5 Proposal development	No change	No change	No change	No change
Clause 6 Information provided prior to acquisition of the learning service.	A 6 k The courses and the respective syllabus shall be available in public domain – on its notice board and website	A 6 k The courses and the respective syllabus shall be available in public domain – on its notice board and website.	A 6 k The courses and the respective syllabus shall be available in public domain – on its notice board and website	A 6 k The courses and the respective syllabus shall be available in public domain – on its notice board and website
Clause 7 Need analysis	No change	No change	No change	No change
Clause 8 Design of the learning service	A 8.3 c The LSP shall have a work plan for delivery of syllabus covering training/demonstration/ practice with timetable for each course and record maintenance system indicating the modes of learning (e.g. face-to-face learning, blended learning, IT-supported learning).	A 8.3 c The LSP shall have a work plan for delivery of syllabus covering training / demonstration/ practice with timetable for each course and record maintenance system indicating the modes of learning. (e.g. face-to-face learning, blended learning, IT-supported learning).	A 8.3 c The LSP shall have a work plan for delivery of syllabus covering training / demonstration/ practice with timetable for each course and record maintenance system indicating the modes of learning. (e.g. face-to-face learning, blended learning, IT-supported learning).	A 8.3 c The LSP shall have a work plan for delivery of syllabus covering training, demonstration or practice with timetable for each course and record maintenance system indicating the modes of learning. (e.g. face-to-face learning, blended learning, IT-supported learning).
	A 8.4 d The LSP shall have a library with access to minimum 5000 books and journals. Adequate and appropriate goods and equipment like mats, PA system, computers etc. shall be available.	A 8.4 d The LSP shall have a library with access to minimum 2000 books and journals. Adequate and appropriate goods and equipment like mats, PA system, computers etc. shall be available.	A 8.4 d The LSP shall have a library with access to minimum 500 books and journals. Adequate and appropriate goods and equipment like mats, PA system, computers etc. shall be available.	A 8.4 d The LSP shall have learning resources like reference book, guidebooks etc. These facilities shall be readily available for use by the learners. Sufficient and appropriate goods and equipment like mats, Public Addressing Systems like mike, etc. shall be available which are necessary for Yoga and related activities.

Clause 9 Information about the learning service for enrolled learners or their sponsors	A 9 f The LSP shall have dedicated website to display all the information on its website for knowledge and information of the aspiring learners.	A 9 f The LSP shall have dedicated website to display all the information on its website for knowledge and information of the aspiring learners.	A 9 f The LSP shall have dedicated website to display all the information on its website for knowledge and information of the aspiring learners.	A 9 f The LSP shall have dedicated website to display all the information on its website for knowledge and information of the aspiring learners.
	A 9 g There shall be a personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and messages as and when necessary.	A 9 g There shall be a personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and messages as and when necessary.	A 9 g There shall be a personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and messages as and when necessary.	A 9 g There shall be a personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and messages as and when necessary.
Clause 10 Service delivery	A 10.3.2 a The details of the building and all the civil construction shall be inclusive, large enough to accommodate the envisaged number of learners enrolled along with their facilitators.	A 10.3.2 a The details of the building and all the civil construction in the LSP shall be inclusive.		
	A10.3.2 g The environment of the campus of the LSP shall be conducive for Yoga teaching and learning process.	A10.3.2 g The environment of the campus of the LSP should be conducive for Yoga teaching and learning process.	A10.3.2 g The environment of the campus of the LSP should be conducive for Yoga teaching and learning process.	A 10.3.2 g The environment of the campus of the LSP should be conducive for Yoga teaching and learning process.
	A 10.3.2 h The LSP shall have provision for renewable energy.	A 10.3.2 h The LSP shall have provision for renewable energy.		
	A 10.3.2 i The LSP shall have provision for natural water harvesting.	A 10.3.2 i The LSP shall have provision for natural water harvesting.		
	A 10.3.3 There shall be a medical facility with required staff for handling medical emergencies.	A 10.3.3 There shall be a medical facility with required staff for handling medical emergencies.	A 10.3.3 There shall be a medical facility with required staff for handling medical emergencies.	A 10.3.3 There shall be a system for handling medical emergencies. The LSP shall have collaboration with nearby hospital having ICU and critical care. The LSP shall also have availability of personal or on call Ambulance Service.

	A 10.4.1 There shall be a fair, transparent and well documented admission process for the courses offered by the LSP and displayed on its website.	A 10.4.1 There shall be a fair, transparent and well documented admission process for the courses offered by the LSP and displayed on its website.	A 10.4.1 There shall be a fair, transparent and well documented admission process for the courses offered by the LSP and displayed on its website.	A 10.4.1 There shall be a fair, transparent and well documented admission process for the courses offered by the LSP and displayed on its website.
	A 10.4.2 The document regarding the process followed in the previous year shall be available for audit.	A 10.4.2 The document regarding the process followed in the previous year shall be available for audit.	A 10.4.2 The document regarding the process followed in the previous year shall be available for audit.	A 10.4.2 The document regarding the process followed in the previous year shall be available for audit.
Clause 11 Facilitators Teaching faculty / Instructors/ trainers - their qualification and competency (Minimum teaching faculty)	A 11.1.1 Head of the LSP: An eminent Yoga Guru/Master having contributed for the promotion and development of Yoga under Guru Shishya Parampara (substantiated by documentary evidence) with minimum 15 years of experience in the field of Yoga or topic related to Yoga OR Certified Yoga Master with minimum 15 years of experience OR An eminent Yoga Professional with PhD in Yoga or topic related to Yoga with minimum 15 years of Teaching experience in Yoga.			
	A 11.1.2 Two Certified Yoga Teacher & Evaluator with minimum 8 years experience in the field of Yoga or topic related to Yoga OR Two Yoga Professional with post graduate degree with diploma in Yoga of minimum 1 year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 8 years in the field of Yoga	A 11.1.2 One Certified Yoga Teacher & Evaluator with minimum 8 years experience in the field of Yoga or topic related to Yoga OR One Yoga Professional with post graduate degree with diploma in Yoga of minimum 1 year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 8 years in the field of Yoga	A 11.1.2 One Certified Yoga Teacher & Evaluator with minimum 5 years experience in the field of Yoga or topic related to Yoga OR One Yoga professional with post graduate degree with diploma in Yoga of minimum 1 year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 5 years in the field of Yoga	

	A 11.1.3 Four Certified Yoga Teacher & Evaluator with minimum 5 years experience in the field of Yoga or topic related to Yoga OR Four Yoga professional with post graduate degree with diploma in Yoga of minimum 1 year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 5 years in the field of Yoga	A 11.1.3 Four Certified Yoga Teacher & Evaluator with minimum 5 years experience in the field of Yoga or topic related to Yoga OR Four Yoga professional with post graduate degree with diploma in Yoga of minimum 1 year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 5 years in the field of Yoga		
	A 11.1.4 Eight Yoga teachers/instructors- Certified Yoga Wellness Instructor with minimum 3 years of experience in teaching yoga OR Graduate with diploma in Yoga of minimum 1 year duration.	A 11.1.4 Four Yoga teachers/instructors – Certified Yoga Wellness Instructor with minimum 3 years of experience in teaching yoga OR Graduate with diploma in Yoga of minimum 1 year duration.	A 11.1.4 One instructor for each batch of the course- Certified Yoga Wellness Instructor with minimum 3 years of experience in teaching yoga OR Graduate with diploma in Yoga of minimum 1 year duration. The staff shall have sound knowledge of the syllabus and the skill to demonstrate the Yoga asanas and kriyas.	
	A 11.1.5 Two faculty for allied sciences like Anatomy & Physiology, psychology, diet and nutrition, Ayurveda, Education etc. with a post graduate with PhD in related subject or Post graduate and diploma in related subject of at least 1 year duration.	A 11.1.5 One faculty for allied sciences like Anatomy & Physiology, psychology, diet and nutrition, Ayurveda, Education etc. with a post graduate with PhD in related subject or Post graduate and diploma in related subject of minimum 1 year duration.		
				A 11.1.6 The LSP shall have atleast 2 Yoga Therapist or Yoga Teacher with M.Sc. in Yoga Science and certified as Therapist. The facilitators shall be either be on regular or contractual service.

	A 11.4 The LSP shall have a system whereby the facilitators are provided opportunity to upgrade their skill and keep updated with latest developments in the field. These shall take into account (but not be limited to) assigned tasks and responsibilities, the results of the evaluation of the learning service and the facilitators' own views about their professional development needs.	A 11.4 The LSP shall have a system whereby the facilitators are provided opportunity to upgrade their skill and keep updated with latest development in the field.		
Clause 12 Assessment of Learning	A 12.3 The LSP shall have a system for assessment and evaluation of its learners, timely declaration of results, and system for remedial action, if needed.	A12.3 The LSP shall have a system for assessment and evaluation of its learners, timely declaration of results, and system for remedial action, if needed.	A12.3 The LSP shall have a system for assessment and evaluation of its learners, timely declaration of results, and system for remedial action, if needed.	A12.3 The LSP shall have a system for assessment and evaluation of its learners, timely declaration of results, and system for remedial action, if needed.
Clause 13 Monitoring and evaluation of the learning service	A 13.4 a The LSP shall have periodic observation of learning services for quality assurance purposes as a well-defined internal quality assurance and monitoring mechanism. The report shall clearly describe the findings and the rationale in light of the learning service objectives.	A 13.4 a. The LSP shall have periodic observation of learning services for quality assurance purposes as a well-defined internal quality assurance and monitoring mechanism. The report shall clearly describe the findings and the rationale in light of the learning service objectives.		
	A 13.4 c The LSP shall have established procedure with a designated officer for the purpose for any person to lodge a complaint and its redressal by the competent authority.	A 13.4 c The LSP shall have established procedure with a designated officer for the purpose for any person to lodge a complaint and its re-dressal by the competent authority	A 13.4 c The LSP shall have established procedure with a designated officer for the purpose for any person to lodge a complaint and its re-dressal by the competent authority	A 13.4 c The LSP shall have established procedure with a designated officer for the purpose for any person to lodge a complaint and its re-dressal by the competent authority
	A 13.4 e The LSP shall have a well-established system for getting feedback from the learners and other stakeholders and shall need to produce documents when requested.	A 13.4 e The LSP shall have a well-established system for getting feedback from the learners and other stakeholders and shall need to produce documents when requested.	A 13.4 e The LSP shall have a well-established system for getting feedback from the learners and other stakeholders and shall need to produce documents when requested	A 13.4 e The LSP shall have a well-established system for getting feedback from the learners and other stakeholders and shall need to produce documents when requested

	A 13.4 f There shall be a policy and procedures for retention and accounting of learner records.	A 13.4 f There shall be a policy and procedures for retention and accounting of learner records.	A 13.4 f There shall be a policy and procedures for retention and accounting of learner records.	
Clause 14 Invoicing	No change	No change	No change	No change
Clause 15 Governance & Management (New Clause)	A 15.1 Vision, Mission & Implementation	A 15.1 Vision, Mission & Implementation	A 15.1 Vision, Mission & Implementation	A 15.1 Vision, Mission & Implementation
	A 15.1.1 The LSP shall have its vision, values, philosophy, objectives and commitments well defined, approved and documented, with a management structure in place to execute its vision, mission and goals.	A 15.1.1 The LSP shall have its vision, values, philosophy, objectives and commitments well defined, approved and documented, with a management structure in place to execute its vision, mission and goals.	A 15.1.1 The LSP shall have its vision, values, philosophy, objectives and commitments well defined, approved and documented, with a management structure in place to execute its vision, mission and goals.	A 15.1.1 The LSP shall have its vision, values, philosophy, objectives and commitments well defined, approved and documented, with a management structure in place to execute its vision, mission and goals.
	A 15.1.2 There shall be a separate administrative unit to take care of the implementation of statutory administrative decisions and other regulatory requirements of the LSP.			
	A 15.1.3 The LSP shall have defined procedure and policy for admission process.	A 15.1.3 The LSP shall have defined procedure and policy for admission process.	A 15.1.3 The LSP shall have defined procedure and policy for admission process.	A 15.1.3 The LSP shall have defined procedure and policy for admission process.
	A 15.2 Space A 15.2.1 The LSP shall have minimum 2 acres of land and built up area of minimum 15000 sq. ft. However, the area criterion may be relaxed for LSPs located in metros and hilly areas.	A 15.2 Space A 15.2.1 The LSP should have minimum space including the built up area of at least 1 acre.	A 15.2 Space	A 15.2 Space
	A 15.3 Infrastructure A 15.3.1 The LSP shall have minimum 6 classrooms, which can accommodate learners with space of 6 sq. feet per learner.	A 15.3 Infrastructure A 15.3.1 The LSP shall have minimum 4 classrooms with can accommodate the learners with 6 sq. feet of space per learner.	A 15.3 Infrastructure	A 15.3 Infrastructure
	A 15.3.2 The LSP shall have halls for demonstration and practice of Yoga	A 15.3.2 The LSP shall have hall for demonstration and practice of Yoga	A 15.3.2 Minimum one hall for theory class and demonstration/ practice	A 15.3.2 Minimum one hall for theory class and demonstration or practice

	with minimum of 18 sq. ft. space per learner.	with minimum of 18sq ft. space per learner.	with minimum space of 18 sq. ft. per learner.	with minimum space of 24 sq. ft. per learner and sufficient equipment. The hall shall have a capacity of atleast 10 learners/ patients.
	A 15.3.3 The LSP shall have space for practice of Shat karma with required equipment and standard hygienic conditions.	A 15.3.3 The LSP shall have space for practice of Shat karma with required equipment with standard hygienic conditions.	A 15.3.3 The LSP shall have space for practice of Shat karma with required equipment and standard hygienic conditions.	A 15.3.3 The LSP shall have space for practice of Shat karma with required equipment and standard hygienic conditions.
	A 15.3.4 The LSP shall have a meditation hall.	A 15.3.4 The LSP shall have a meditation hall.		
	A 15.3.5 The LSP shall have properly ventilated rooms with adequate number of washrooms, dressing rooms and drinking water facility.	A 15.3.5 The LSP shall have properly ventilated rooms, with adequate number of washrooms, dressing rooms and drinking water facility.	A 15.3.5 The LSP shall have properly ventilated room(s) with adequate number of washrooms and drinking water facility.	A 15.3.5 The LSP shall have properly ventilated room(s) or fitted with AC. There shall be proper drainage system with clean, hygienic and adequate number of washrooms attached with the shat-karma hall (atleast one for 2 students for a batch) and drinking water facility.
	A 15.3.6 There shall be a designated head of the LSP with office.	A 15.3.6 There shall be a designated head of the LSP with office.	A 15.3.6 There shall be a designated head of the LSP with office	A 15.3.6 There shall be a designated head of the LSP with office
	A 15.3.7 There shall be an administrative block for managerial / support staff.	A 15.3.7 There shall be an administrative block for managerial / support staff.	A 15.3.7 There shall be room for the managerial / support staff implementation of statutory administrative decisions and other regulatory requirements of the centre.	A 15.3.7 There shall be room for the managerial / support staff and system for record keeping and maintenance of all policies and procedures.
	A 15.3.8 There shall be adequate rooms for facilitators.	A 15.3.8 There shall be adequate rooms for facilitators.		
	A 15.3.9 There shall be canteen facility in the campus.			
	A 15.3.10 There shall be a conference hall / auditorium.			
	A 15.3.11 There shall be hostel / residential facility for residential programs.			

	A 15.4 Financial resource A 15.4.1 The LSP shall have records of the financial resources and there shall be commitment about stability / continuing financial support for running the courses.	A 15.4 Financial resource A 15.4.1 The LSP shall have records of the financial resources and there shall be commitment about stability / continuing financial support for running the courses.	A 15.4 Financial resource A 15.4.1 The LSP shall have records of the financial resources and there shall be commitment about stability / continuing financial support for running the courses.	A 15.4 Financial resource A 15.4.1 The LSP shall have records of the financial resources and there shall be commitment about stability / continuing financial support for running the courses.
	A 15.4.2 There shall be a system for book keeping and maintenance of accounts.	A 15.4.2 There shall be a system for book keeping and maintenance of accounts.	A 15.4.2 There shall be a system for book keeping and maintenance of accounts.	A 15.4.2 There shall be a procedure for retention and accounting of records since inception.
	A 15.4.3 Records of details of the Grant-in-aid, if any and other funds received shall be maintained.	A 15.4.3 Records of details of the Grant-in-aid, if any and other funds received shall be maintained.		
	A 15.4.4 Statutory Audit report of at least for last 3 years shall be maintained	A 15.4.4 Statutory Audit report of at least for last 3 years shall be maintained.	A 15.4.4 Statutory Audit report of at least for last 2 years shall be maintained.	

Eligibility criteria for Yoga Learning Service Providers Yoga (LSPs)

S. No. (1)	Leading Yoga Institute (LYI) (2)	Yoga Institute (YI) (3)	Yoga Training Centre (YTC) (4)	Yoga Therapy Centre (YThC) (5)	Yoga Training & Therapy Centre (YT & ThC) (6)
1.	The LSP shall have the legacy of Yoga tradition (Parampara).	-	-	-	
2.	The LSP shall be registered entity under Societies Act or Trust Act 1860 or Trusts Act, 1882 or central/ state Legislative Acts, or the local Government Act. The LSP could be a Partnership, Proprietorship firms, even a simple firms approved to establish a Leading Yoga Institution.	The LSP shall be registered entity under Societies Act or Trust Act 1860 or Trusts Act, 1882 or central/ state Legislative Acts, or the local Government Act. The LSP could be a Partnership, Proprietorship firms, even a simple firms approved to establish a Yoga Institution.	The LSP shall be registered entity under Societies Act or Trust Act 1860 or Trusts Act, 1882 or central/ state Legislative Acts, or the local Government Act. The LSP could be a Partnership, Proprietorship firms, even a simple firms approved to establish a Yoga Training Centre.	The LSP shall be registered entity under Societies Act or Trust Act 1860 or Trusts Act, 1882 or central/ state Legislative Acts, or the local Government Act. The LSP could be a Partnership, Proprietorship firms, even a simple firms approved to establish Yoga Therapy Centre.	-
3.	Minimum 15 years of existence in the field of Active Yoga.	Minimum 5 years of experience in conducting Yoga education / training courses.	Minimum 2 years of experience in conducting Yoga training courses.	Minimum 4 years of existence as a Yoga Therapy Centre.	In existence for min 4 years.
4.	Minimum 10 years of experience in conducting Yoga education / training/ therapy courses.	-	-	-	-
5.	Produced minimum 500 LSP qualified yoga professionals at the time of applying.	Produced at least 100 LSP qualified yoga professionals/ teachers at the time of applying.	-	-	Has produced quality Yoga Teacher and Therapist.
6.	-	-	One of the courses offered by the LSP shall be aligned to the Yoga Protocol, and Yoga Wellness syllabus of the Yoga Certification Board.	The courses offered shall be aligned to the syllabus of the Yoga Certification Board for Assistant Yoga Therapist and Yoga Therapist.	-
7.	Accessibility of reference Books 5000, 1000, etc. (Physical and/or E-books).	-	-	-	-