

Assessment Policy of Conformity Assessment Body Implemented for the unusual situation Bureau of Laboratory Accreditation, Department of Science Service

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Submission of applications for accreditation

Depend on the consideration of BLA-DSS

(1) Where an assessment cannot be conducted on-site CAB

- Documentation Review: quality system, procedure, technical records, supporting documents including telephone interviewing or video call.
- Witnessing of tests in the applied scope or accredited scope by video call.
- Record the actual operation in the applied or accredited scope by video.

Notes : CAB is required to comply with the remote assessment

(2) Where an assessment can be operated at CAB

Assessment shall operate on-site CAB according to normal operating procedures

Summarizing of the assessment to the Technical Sub-Committee and Laboratory Accreditation Committee, respectively.

Issuing formal accreditation certificates valid 4 years for reassessment accreditation (including the certification fee)

Note:

- 1. The Technical data must be filled to apply for accreditation as below
 - 1.1 Document defines the regulations according to ISO/IEC 17025 to be met by Testing Laboratories applying
 - Quality management system document, Procedure, Work Instruction, Standard methods, Forms and related record
 - Supporting document for the Testing Laboratory Accreditation Application Form (LA-F-02)
 - LA-F-75 Proficiency testing activity of accredited and applicant laboratories
 - LA-F-84 Validation and verification of methods
 - LA-F-85 Uncertainty of measurement
 - LA-F-86 Main equipment
 - LA-F-87 Measurement standards
 - LA-F-88 Certified reference materials / Reference materials
 - LA-F-89 Internal quality control of test results
 - The latest version of annual management review meeting report
 - 1.2 Document defines the regulations to be met by Proficiency Testing Providers (PTPs) applying
 - Quality management system document, Procedure, Work Instruction, Standard methods, Forms and related record
 - Supporting document for the Proficiency Testing Providers (PTPs) Accreditation Application Form (LA-F-202)
 - Planning of the proficiency testing scheme
 - Final Report on Previous Proficiency Testing Activities
 - Instruction manual for proficiency testing
 - LA-F-293 Evaluation of participation in a proficiency testing program in the scope requests for accreditation
 - The latest version of annual management review meeting report
 - 1.3 Document defines the regulations to be met by Reference Material Producers (RMPs) applying
 - Quality management system document, Procedure, Work Instruction, Standard methods, Forms and related record
 - Supporting document for the Reference Material Producers (RMPs) Accreditation Application Form (LA-F-302)
 - Reference material production plan (for each scope)
 - Evaluation data of Stability Assessment and conclusions
 - Evaluation data of Homogeneity Assessment and conclusions
 - Evaluation data of Measurement Uncertainty
 - Data of Measurement Traceability
 - Reference Material Certificate
 - The latest version of annual management review meeting report
- 2. Accreditation fee of (1) and (2) are charged at usual.

(Dr. Pochaman Tagheen)

Director of Bureau of Laboratory Accreditation

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