

International Laboratory Accreditation Cooperation Report

49th CIML Meeting - 4 to 6 November 2014

Auckland, New Zealand

ILAC Meetings

The annual meetings for 2013 were hosted by our colleagues from the Korean Agency for Technology and Standards (KATS) – (Korea Laboratory Accreditation Scheme (KOLAS) & Korea Accreditation System (KAS) & Korea Accreditation Board (KAB)) in Seoul, Korea between 16 and 25 October 2013. The meetings were very productive and saw the continuation in the positive feedback received from members in relation to the Orientation Session, which was specifically designed to provide information about the structure and operation of ILAC and IAF, for new members and new delegates. The orientation session was well attended and there was good interaction between the ILAC and IAF Chairs and the audience. After two successful sessions this meeting has now become a standard feature in the program for the annual meetings.

Special thanks go to our all of our colleagues from KATS, KOLAS, KAS and KAB, for the excellent facilities and arrangements provided throughout the meetings.

The ILAC Marketing and Communications Committee (MCC) held its first meeting for 2014 in conjunction with the IAF CMC on 5, 6 and 7 February in Kyoto and the Accreditation Committee (AIC), Laboratory Committee (LC) and the Proficiency Testing Working Group (PTWG) held meetings in Oslo during 7 to 10 April. The WADA- AIC Working Group met on 11 April and the WADA ISL Assessor Training course was run on 10 April in Montreux, Switzerland.

The 2014 mid-year meetings for ILAC and IAF were held during 23 -29 April 2014 at the Le Meridien Park Hotel in Frankfurt, Germany. The ILAC Inspection Committee (IC), Arrangement Management Committee (AMC), the Joint meeting of the ILAC and IAF Management Committees (JMC), ILAC Executive Committee and the Joint meeting of the ILAC and IAF Executives (JEC) were held during this period.

Information about other ILAC Committee meetings can be found in the Accreditation Calendar of Events on the ILAC website under the Events tab.

The annual meetings for 2014 unfortunately had to be relocated to Vancouver, Canada. The dates remain as 8 – 17 October 2014 and our honorary hosts for these meetings will be the National Standardization Council of Thailand (NSC).

The ILAC Arrangement

As at 4 August 2014, there were **85 Signatories** (Full Members) to the ILAC Mutual Recognition Arrangement, representing **70 economies**. The Arrangement covers recognition for accreditation in the areas of testing (ISO/IEC 17025), calibration (ISO/IEC 17025), medical testing (ISO 15189), and Inspection (ISO/IEC 17020). Various ILAC Regional Cooperation Bodies are in process of developing mutual recognition arrangements for Proficiency Testing (ISO/IEC 17043) and Reference Materials (ISO Guide 34), it is expected that these fields of recognition will be added to the ILAC arrangement in the future.

ILAC Membership

ILAC membership as at 4 August 2014 is as follows:

- 85 Full Members (Signatories to the ILAC Arrangement) representing 70 economies;
- 17 Associates representing 34 economies;
- 17 Affiliates representing 17 economies;
- 6 Regional Cooperation Bodies
- 24 Stakeholders

The ILAC membership (total 149 members) now covers a total of 113 different economies worldwide and approximately 45,000 laboratories and over 7,000 inspection bodies are accredited by the 85 ILAC Full Members (signatories to the ILAC Arrangement).

ILAC Executive

The revision of the ILAC Strategic Plan is progressing in accordance with the timeframes agreed by the ILAC Executive. The Strategic Plan Task Force has been working closely with the facilitator, Graham Talbot, and the results of this work can now be seen in the draft document and associated activity plan that were reviewed by the ILAC Executive Committee during their strategic planning session, held in Frankfurt at the end of April. Updated drafts were subsequently submitted to members for a 60 day comment period in June this year with a closing date of 2 August 2014. The comments received from the members are currently being reviewed and the documents will then be updated in preparation for discussions in Vancouver, prior to the documents being submitted for a 30 day ballot towards the end of the year.

Work also continues on the *Further Harmonisation of activities within IAF, ILAC and the Regions* with the collated comments and updated document, prepared by the Task Force following the ILAC and IAF member comment period, being reviewed and discussed during the Joint meeting of the ILAC and IAF Executive Committees (JEC) in Frankfurt at the end of April. The updated documents and collated comments, including the Task Force responses, have been distributed to all Regional Cooperation Body members to facilitate the discussions being held at the regional level. Individual ILAC members also received this updated package for their information and further comment should they wish to do so. The aim is still to present the final report to the Joint General Assembly during the Vancouver meetings, in October 2014.

The new ILAC members' fee formula was approved by the General Assembly in October 2013 and the invoices for 2014, reflecting the agreed changes, were sent to all members on 31 January 2014. The General Assembly also agreed to the introduction of a \$500 (AUD) application fee for new membership applications, during the Seoul meetings.

Work continues on the registration and licensing arrangements for the ILAC MRA Mark, with some significant progress being made recently towards achieving a reliable but simplified option for the licensing process. This will also include the option to use the ILAC MRA Mark in relation to accredited inspection activities, in accordance with *ILAC Resolution GA 17.13*. Members were recently advised via email of the current status of this work.

Following the General Assembly adoption of ILAC Resolution GA 17.16: "*The General Assembly notes the recommendation from the Laboratory Committee, that ILAC in its capacity as an A Liaison organisation to ISO, request that ISO/CASCO establish a new work item to comprehensively revise ISO/IEC 17025:2005 as soon as practicable. The General Assembly agrees to allow accreditation bodies to have a 90 day consultation period with their accredited laboratories, commencing on 1 November 2013. A letter ballot, based on one vote per member, on whether to proceed with the request to submit a new work item to ISO/CASCO will be commenced on 1 February 2014.*", in October 2013, both the 90 day consultation period and the 30 day ballot, referred to in the resolution, have now concluded. The ballot was to determine whether ILAC should submit a New Work Item Proposal (NWIP) to ISO/CASCO for the revision of ISO/IEC 17025 and the result was in favour (84%) of submitting the NWIP to ISO/CASCO. The ILAC NWIP was submitted to CASCO at the end of May.

The ILAC and IAF Executive Committees have now completed the review of the MoU between ILAC, IAF and OIML in accordance with the commitment to review and re-sign the MoU every three years. ILAC and IAF members will be provided with the opportunity to review the revised draft in the usual way in the coming weeks. It is proposed that the revised MoU will be signed during the IAF/ILAC Annual meetings in October 2014.

The revised MoU between IAF-ILAC-ISO was also finalised during the April CASCO meetings in Geneva and it was subsequently signed by the Secretary-General of ISO and the ILAC and IAF Chairs, on 10 April 2014.

The Adopted Resolutions of the 17th ILAC General Assembly can be downloaded from the public area of the ILAC website at https://www.ilac.org/ga_resolutions.html.

ILAC Liaisons

ILAC was again represented at a number of important meetings during 2013 and 2014. Meetings attended include the following: ISO CASCO Chairman's Policy Committee (CPC), IAF/ILAC/ISO Joint Working Group (JWG), CASCO Plenary, TC 69 and ISO/REMCO. ILAC also participated in meetings of the Joint Committees on Guides in Metrology (JCGM), and Traceability in Laboratory Medicine (JCTLM), meetings of the WADA Laboratory

Committee and the regular March round of meetings with OIML and BIPM. ILAC and IAF were represented at the International Committee of Legal Metrology (CIML) annual meetings in Ho Chi Minh City, Vietnam. The IEC/ILAC/IAF Steering Committee met in Geneva in September 2013 and the ILAC and IAF Chairs gave presentations at the IEC assessor training course that followed this meeting.

The ILAC and IAF Chairs also gave a presentation at the WTO/TBT workshop on 29 November 2013 which was well received by the audience in attendance. The ILAC-WADA MoU was re-signed in November 2013, during the WADA World Congress in Johannesburg, South Africa.

At the ILAC/IAF Annual meetings in Seoul, we received presentations from representatives from a number of our liaison organisations including, WADA, BIPM, ISO, IEC, UNIDO and OIML.

The first major liaison activity for ILAC in 2014 was the annual bipartite working group meeting between ILAC and the BIPM, together with the Quadripartite meeting between ILAC, BIPM, OIML and ISO. These meetings took place on 5 and 6 March in Paris. The ILAC delegation to the meeting with BIPM consisted of 4 people and we were represented by two delegates at the Quadripartite meeting.

The CASCO meetings were held in April 2014, these include the CASCO Chairman's Policy Committee (CPC), the Strategic Alliance and Regulatory Group (STAR) and the Technical Interface Group (TIG) with all three meetings being attended by ILAC representatives. ILAC Liaison Officers appointed to represent ILAC also attended the committee meetings being held in June for TC 69 and in July for ISO REMCO. ILAC will be represented at the September round of CASCO meetings and at the TC 212 meetings in October.

The ILAC Chair represented ILAC at the Metrology, Accreditation and Standardisation for Developing Countries Network (DCMAS) meeting in Warsaw, Poland on 12 April and presented at a UNIDO workshop the following day.

In addition to the meetings noted above, the ILAC Chair also represented ILAC at a number of different events throughout the first half of 2014, culminating in participation in the World Accreditation Day celebrations of five different ILAC members over a two week period.

A joint proposal from the International Laboratory Accreditation Cooperation (ILAC), International Accreditation Forum (IAF), International Standards Organisation (ISO), and the International Electrotechnical Commission (IEC) to organise a working session at the WTO Public Forum, being held in October, has been accepted by WTO. The session is being coordinated by Jon Murthy, the ILAC MCC and IAF CMC Chair, and will take place on 1 October in Geneva.

The Liaison information page, located in the members area of the ILAC website, continues to serve as the main repository for the reports and documents produced as part of ILAC's liaison activity. It has been redesigned and simplified to provide clear identification of the information available as well as details of the liaison officers and alternates for each ILAC liaison role, together with the dates of the upcoming meetings of each group. The recently revised *ILAC Liaison Procedure* can also be downloaded from this page, which now provides a quick option to obtain all the pertinent information relating to a particular liaison activity in one location.

The liaison section can be accessed via the members area of the ILAC website. (ILAC members who have not as yet sought access to the Members Area of the website can do so on-line, via the 'Home' page of the website). ILAC thanks all of the ILAC liaison officers, and their organisations, who volunteer their time to assist ILAC in carrying out these activities for the benefit of all ILAC members.

ILAC Secretariat

The ILAC Secretariat commenced 2014 minus its longest serving member, Alan Squirrell. As the majority of members will know, Alan served as the ILAC Secretary from 2001 to 2006 and as the ILAC Executive Liaison from 2007 until his retirement on 16 January 2014. While his knowledge and humour will be greatly missed by the secretariat staff, we have many fond and funny memories from the last 13 years and we wish him all the very best as he commences his well-earned opportunity to spend some time on his many other interests.

The ILAC Secretariat is currently staffed as follows: Annette Dever, Sharon Kelly, Rana Baleh, Rose Bevins and Joelle Nicolas.

The development of the new ILAC website continues to be a major focus for the Secretariat during 2014 and it is anticipated that the website will be launched in the near future.

ILAC publications can be downloaded from the ILAC Website by clicking on the Publications and Resources button on the left hand side of the home page. Documents published since August 2013 are as follows:

ILAC P4:10/2013 *ILAC Mutual Recognition Arrangement (Arrangement): Policy Statement*

ILAC-P5:10/2013 *ILAC Mutual Recognition Arrangement (Arrangement)*

IAF/ILAC A1:02/2014 *IAF/ILAC MRAs: Requirements and Procedures for Evaluation of a Regional Group*

IAF/ILAC F1.1-A1/2014 *Application of a Regional Group to join the Arrangement*

IAF/ILAC F1.2-A1/2014 *Check Report on Regional Group Application*

IAF/ILAC F1.3-A1/2014 *Report on Regional Evaluation of the Secretariat*

IAF/ILAC F1.4-A1/2014 *Report on Regional Evaluation - Observation*

IAF/ILAC F1.5-A1/2014 *Report on Regional Evaluation - Decision Making Process*

IAF/ILAC A2:02/2014 *IAF/ILAC MRAs: Requirements and Procedures for Evaluation of a Single Accreditation Body*

IAF/ILAC F2.1-A2/2014 *Application of a Single AB to join the Arrangement*

IAF/ILAC F2.2-A2/2014 *Check Report on Application of a Single AB*

IAF/ILAC A5:11/2013 *IAF/ILAC Multi-Lateral Mutual Recognition Arrangement (Arrangements): Application of ISO/IEC 17011:2004*

ILAC P9:06/2014 *ILAC Policy for Participation in Proficiency Testing Activities*

ILAC P15:06/2014 *Application of ISO/IEC 17020:2012 for the Accreditation of Inspection Bodies*

New brochures published since August 2013 can be seen below and it should also be noted that many of the brochures have been translated into a range of different languages.

ILAC B8:09/2013 *Signatories to the ILAC Arrangement*

IAF/ILAC B1:03/2014 *The route to signing the IAF or ILAC Arrangement*

IAF/ILAC B5:11/2013 *Accreditation: Facilitating world trade*

ILAC Factsheet: 03/2014 *Specifying accreditation in Regulation*

A complete list of all documents, that have been (or are being) circulated to members for either comments or voting, can be obtained from the ILAC website in the Members Section under Ballots or Comments as appropriate.

The latest edition of ILAC News, which includes articles from ILAC members, was published in April 2014 and can be accessed electronically via the following link: [ILAC News Issue 45 – April 2014](#) . A call for articles for the October edition of ILAC News has just been sent to members. Past editions of ILAC News are also available to download from the ILAC website. To subscribe to ILAC News please [click here](#).

The theme for World Accreditation Day in 2014 was “**Accreditation: Delivering Confidence in the provision of energy**”. World Accreditation Day was celebrated on the 9 June 2014 and all supporting materials are available to download from the ILAC website [World Accreditation Day 2014](#). A video is also available from U-tube, with a link from the website as per previous years.

Further information on ILAC can be obtained from the ILAC website at www.ilac.org, or by emailing the Secretariat on ilac@nata.com.au.

Annette Dever
ILAC Secretary
13 August 2014