

**AFRAC TECHNICAL COMMITTEE
2020 WORKPLAN**

No.	ACTIVITIES	RESPONSIBILITY	DEADLINE	BUDGET ALLOCATION
AWARENESS RAISING AND DEVELOPMENT SUPPORT				
1.	Establish the Medical Sub-Committee Solicit nominations from members from Abs and stakeholders (ASLM etc)	TC Chair Secretariat	April 2020	Each member to meet costs
2.	To adapt the ILAC PT brochure "Benefits for Laboratories participating in Proficiency Testing Programs" for use by AFRAC	Calibration and Testing Sub-Committee MCC	February 2020	None
3.	To conduct a feasibility study on the extension of the MRA to include PT, Person Certification and Product Certification.	Calibration and Testing Sub-committee Secretariat	April 2020	None
4.	Continuously updating of the PT links on the website	TC Secretariat	Continuous	None
5.	Develop a proposal to PTB to sponsor training on AFRAC evaluation and assessment capability for Uncertainty of Measurement.	Certification Sub-Comm	December 2019	U\$ 10 000
6.	Develop a proposal to PTB to sponsor training on AFRAC evaluation and assessment capability for Proficiency Testing	TC Certification Sub-committee	December 2019	Each AB to meet the cost
7.	Develop training materials for the following standards <ul style="list-style-type: none"> ▪ ISO/IEC 17021-2 ▪ ISO/IEC 17021-3 Conduct a survey to identify other standard to be developed	Certification Sub Committee	June 2020	Each AB to meet the cost
8.	Identify Inspection training needs from members via a survey:	Lawrena Okoro	31 December 2019	None

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	<ul style="list-style-type: none"> ▪ Draft survey 4 October 2019 ▪ Administer the survey to members 11 October 2019 	Secretariat Members		
DOCUMENTATION ISSUES				
9.	Identify thematic areas/ technical publications that need to be developed/reviewed for submission to the DWG. – 30 April 2020 Development and review of identified technical publications. 1 September 2020	Sub-committees	1 September 2020 Continuous	None
10.	Monitor the development of the Guidance document on Remote Assessments and the guidance document on management of Flexible Scopes	TC Chair	September 2020	None
11.	To adapt the EA document on the Guidelines for the assessment of the appropriateness of small interlaboratory comparisons within the process of laboratory accreditation	Calibration and Testing Sub-Committee	March 2020	None
12.	Participate in the revision and update of AFRAC procedures in order to harmonize them with the international documents <ul style="list-style-type: none"> ▪ ISO/IEC 17011 ▪ Other international documents related to Inspection 	TC Chair	Continuous	None
RELATIONSHIP WITH ILAC, IAF & OTHER REGIONS AND BODIES				
13.	Propose the AFRAC Representatives for the ILAC/IAF TC meetings	Members	Continuous	US \$ 15 000
14.	Provide inputs into the reports submitted to ILAC/IAF for the TC specific Committees and Sub-Committees	Secretariat Members	Continuous	None