

**AFRAC MRA COMMITTEE
2016/17 – 2021/22 WORK PLAN**

	Activity	Responsibility	Date	2017 Budget USD	2018 Budget USD	2019 Budget USD	2020 Budget USD	2021 Budget USD
Management of Peer Evaluations								
1.	Undertake 5 re-evaluations, 1 extension of scope, pre-peer evaluations of new ABs, 2 peer evaluations and update annual program, including joint peer evaluations.	MRA Committee	EGAC 03/2017 SADCAS 07/2017 SANAS 10/2017 TUNAC 12/2017 MAURITAS 2017 SADCAS 06/2019 ENAO 2021 KENAS 12/2018 MAURITAS (TBC)	-	KENAS 12/2018 MAURITAS (to be confirmed)- 6000	- SADCAS 06/2019 6000	-	ENAO 2021 6000 -
2.	Designate Peer evaluators for all evaluations as required.	MRA Committee Chair	EGAC 03/2017 SADCAS 07/2017 SANAS 10/2017 TUNAC 12/2017 MAURITAS 2017 SADCAS 06/2019 ENAO 2021 KENAS 12/2018 MAURITAS (TBC)	-	12 000 (2 trainees evaluators for KENAS and 2 other for MAURITAS)	-	-	-
3.	2 MRA Committee meetings per annum	MRA Committee	Annually	25 000	25 000	25 000	25 000	25 000
Peer Evaluators								
4.	Register 25 peer evaluators by 2021 to serve AFRAC MRA scopes	MRA Committee	2021	5 000	7 000	9 000	15 000	17 000

	Activity	Responsibility	Date	2017 Budget USD	2018 Budget USD	2019 Budget USD	2020 Budget USD	2021 Budget USD
5.	Register 7 Lead evaluators by 2021	MRA Committee	2021	10 000	10 000	10 000	10 000	10 000
6.	Qualify, monitor performance and maintain the qualifications of trainee evaluators, evaluators and lead evaluators.	EWG	Ongoing	-	-	-	-	-
Improvement of the Peer Evaluation Process								
7.	Ensure the MRA documentation are developed, maintained and further aligned with the ILAC/IAF documents.	MRA Documents Committee Working Group	Ongoing	-	-	-	-	-
8.	Documents/Guidelines to support the AFRAC MRA Scopes	Technical Committee	Ongoing	-	-	-	-	-
9.	Final Report Template for Peer Evaluators	MRA Documents Committee Working Group	Once A-Series WG have published A1, A2 & A3.	-	-	-	-	-
Adoption of International Documents								
10.	Identify and recommend the adoption of IAF mandatory documents applicable to the MRA scopes and monitor the adoption of international documents by AFRAC Members and MRA Signatories in cooperation with the Technical Committee.	MRA Documents Committee Working Group & MRA Committee	On-going	-	-	-	-	-
Participation in IAF and ILAC								

	Activity	Responsibility	Date	2017 Budget USD	2018 Budget USD	2019 Budget USD	2020 Budget USD	2021 Budget USD
11.	Represent AFRAC in the ILAC AMC, IAF/ILAC JMC and participate in the Working Groups responsible for the documents that establish the requirements for ILAC and IAF MRA (Series P, A, ML, etc.)	MRA Committee Chair & Vice-Chair	On-going & cost to be sent to the Treasurer	3 000	3 500	4 000	4 500	5 000
12.	Report to ILAC and IAF on MRA activities	MRA Committee Chair	On-going	-	-	-	-	-
13.	AFRAC Peer Evaluation by ILAC and IAF	AFRAC	2017	30 000	10 000	-	-	-
14.	AFRAC Internal Audit	AFRAC	Every 2 years	-	6 000	-	3 500	-
Training of Peer Evaluators & MRA Members								
15.	Updated ISO/IEC 17011, A1 & A2 Training Course for Peer Evaluators	MRA Committee	Feb 2017 May 2018	25 000	30 000	35 000	40 000	45 000
16.	Refresher training course for Peer Evaluators Day 1: Team Leader and Team Member training harmonisation & evaluation process, Day 2: Refresher course AFRAC MRA documents, Day 3: MRA Council training on decision making.	MRA Committee Chair, EWG & Secretary	2017	10 000	12 000	14 000	16 000	18 000
AFRAC MRA Scopes & Extension of the Scopes								

	Activity	Responsibility	Date	2017 Budget USD	2018 Budget USD	2019 Budget USD	2020 Budget USD	2021 Budget USD
17.	Conduct an analysis for the extension of the AFRAC MRA scopes	MRA Committee Chair	2017 FSMS 2018 (TBD)	-	-	-	-	-
18.	Expand AFRAC MRA Scopes in support of member's needs	MRA & TC	2017 FSMS 2018 (TBD)	10 000	10 000	10 000	10 000	10 000
19.	Expand the AFRAC MRA Scopes to cater of AUC priority needs (agro-processing, green economy & mineral beneficiation)	MRA & TC	2017 Green Economy 2018 (TBD)	3 000	3 000	3 000	TBD	TBD