

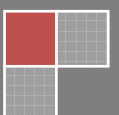
2017

AFRAC PROCEDURE FOR ADOPTING INTERNATIONAL LABORATORY ACCREDITATION COOPERATION (ILAC) AND INTERNATIONAL ACCREDITATION FORUM (IAF) DOCUMENTS

AFRICAN ACCREDITATION COOPERATION

This document describes the procedures for the adoption of international documents.

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1. PURPOSE

1.1 This procedure describes the formal adoption by AFRAC of international documents.

1.2 The international documents include documents issued by:

- 1.2.1 The International Organisation for Standardisation (ISO);
- 1.2.2 The International Laboratory Accreditation Cooperation (ILAC); and
- 1.2.3 The International Accreditation Forum (IAF).

1.3 The international document fall under the following categories:

- 1.3.1 International documents mandatory for the AFRAC MRA;
- 1.3.2 International document mandatory for AFRAC Membership;
- 1.3.3 Recommended international documents;
- 1.3.4 Other international documents.

2. RELEVANT DOCUMENTS

2.1 International Documents Mandatory for the AFRAC MRA and Membership

2.1.1 AFRAC MRA Signatories shall abide by the requirements of the ILAC and IAF for a Recognised Regional Cooperation and use International Standards and Guides, as well as ILAC and IAF Mandatory documents applicable to the IAF and ILAC for Recognised Regional Cooperations.

2.1.2 In order to qualify for AFRAC Membership, Accreditation Bodies should meet the requirements of certain international documents.

2.1.3 These Standards and Guides include the following, as well as the documents which replace them, and other relevant technical and normative documents:

- ISO/IEC 17011;
- ISO/IEC 17020;
- ISO/IEC 17021;
- ISO/IEC 17024;
- ISO/IEC 17025;
- ISO 15189; and
- ISO/IEC 17065.

2.1.4 ILAC and IAF Mandatory documents include:

- The ILAC/IAF A-Series documents;
- ILAC policy documents in the ILAC P-Series;
- IAF mandatory documents in the IAF MD-series; and
- ILAC and IAF relevant guidance documents.

2.2 Recommended International Documents

2.2.1 AFRAC is required to implement certain policies and procedures and may also wish to issue Guidance documents. It is not mandatory that these be international documents, however, AFRAC strongly encourages the adoption of the relevant international documents without any changes. Only the most serious of reasons will be considered for not adopting and accepting an appropriate international document or even for including minor changes.

2.3 Other International Documents / Reading List

2.3.1 A significant number of other ISO, ILAC and IAF documents constitute a library of documents which are useful to AFRAC and its Membership.

3. PROCEDURE FOR ADOPTION

3.1 International Documents Mandatory for the MRA and Membership

3.1.1 AFRAC adopts International Standards and Guides applicable to the ILAC MRA and IAF MLA as well as ILAC and IAF documents immediately upon ILAC and IAF decisions without further voting.

3.1.2 The AFRAC Secretariat shall inform AFRAC Members and AFRAC Peer Evaluators about the ILAC and IAF decisions on the implementation of International Standards and Guides applicable to the MRA and about the publication of any ILAC and IAF mandatory documents, including information of their implementation date.

3.1.3 The AFRAC Secretariat shall provide a link on the AFRAC website to the ILAC and IAF documents, as well as the ILAC and IAF resolution logs.

3.1.4 The AFRAC MRA Council shall review the ILAC and IAF decisions and mandatory documents in order to decide whether there is a need for AFRAC to take any other actions, such as:

- 3.1.4.1 Changes in AFRAC peer evaluation documents,
- 3.1.4.2 Mechanisms for monitoring their implementation,
- 3.1.4.3 Training of evaluators,
- 3.1.4.4 Need for publication of additional AFRAC mandatory or guidance application documents.

3.2 Recommended International Documents

3.2.1 The relevant AFRAC Committees or Sub-committee are responsible for the decisions on implementation of any recommended international documents.

3.2.2 All AFRAC Members should be informed of these Committee or Subcommittee actions.

3.3 Other International Documents

3.3.1 The appropriate Sub-committee of the Technical Committee, e.g., the Laboratories Subcommittee, the Certification Bodies Subcommittee and the Inspection Bodies is responsible for the decisions on adoption.

3.3.2 All AFRAC Members should be informed of these Committee or Subcommittee actions.

APPENDIX A: AMENDMENT RECORD

| Proposed by | Section | Change |
|--------------------|----------------|--|
| DWG | Page 1 | Changed the details of the AFRAC Secretariat |
| DWG | 3.1.3 | Current clause replaced "The AFRAC Secretariat shall update the AFRAC website "Publications Section" when a mandatory document is approved." |
| DWG | 3.2.1 | The word "implementation" replaced "adoption" Editorial correction: Deleted the word "is" |