



**Accreditation of Flexible Scopes –
the practical approach exemplified by the
case of the laboratories of The Centre of
Quality Testing Limited Liability
Company in Lubin**

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Flexible scope in the documentation of EA and PCA

Flexible scope of accreditation

- **European co-operation for Accreditation (EA):**
 - EA-2/15 – EA Requirements for the Accreditation of Flexible Scopes
 - EA-2/05 – The Scope of Accreditation and Consideration of Methods and Criteria for the Assessment of the Scope in Testing
- **Polish Centre for Accreditation (PCA)**
(Polskie Centrum Akredytacji):
DA-10 – Accreditation of Flexible Scopes
(Akredytacja laboratoriów w zakresach elastycznych)

Flexible scope of accreditation

Flexible scope of accreditation – It is giving by the Accreditation Body – AB to the Laboratory (Conformity Assessment Body – CAB) whose competence has been evaluated not only to carry out activities in accordance with previously evaluated procedures, but also for the development and validation of their procedures in accordance with a pre-established system – document EA-2/15

Flexible scope of accreditation

Accredited laboratories may be allowed to:

- modify their own laboratory developed methods or to use up-dated versions of standard methods and standards they are accredited for,
- introduce similar new methods

without having to report to the Accreditation Body in advance, provided that these modifications and up-dated versions or new methods do not incorporate new measurement principles that are not covered by the original description of the scope – EA-2/05

Flexible scope of accreditation

- Laboratory which obtains flexible scope of accreditation is expected to maintain and update a „List of activities conducted under their flexible scope of accreditation”.
- The „List...” should contain similar information to that required for „classic” fixed scope of accreditation but must be maintained and updated by the Laboratory between the evaluations of the AB.

Flexible scope of accreditation

The Laboratory applying for the flexible scope of accreditation should have:

- technical abilities to implement and validate the methods under the flexible scope;
- well-qualified personnel with competence for implementation and validation of the new research methods;
- a fully documented system for the proper management of the flexible scope and updating of the „List...”.

The Centre of Quality Testing Limited Liability Company (CBJ sp. z o.o.) - characterization

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For many years in CBJ has functioned the certificated management system which fulfils the requirements of:

- PN-EN ISO/IEC 17025:2005/
Ap1:2007/AC:2007
- ISO 9001:2008



The fields of accredited tests:

- Chemistry
- Microbiology
- Taking samples for tests
- Work environment
- Natural environment
- Physicochemical properties
- Electromagnetic field

CBJ sp. z o.o. - characterization

On 22nd May 2009 we were granted with the accreditation of the flexible scope.

We have some part of the tests accredited according to the rules of the fixed scope (about 300 methods) and a great part of methods of the flexible scope – the scope of accreditation of PCA number AB 412.

What are the reasons for applying for the flexible scope of accreditation?

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- The necessity for a prompt response to the changeable customer's requirements
- Fixed scopes of accreditation:
 - are very rigid – they define in detail tested objects, measurement methods with the defined measurement range and fully identified document,
 - are not too practical and create some obstacles when reviewing the contracts with a customer.

What are the reasons for applying for the flexible scope of accreditation?

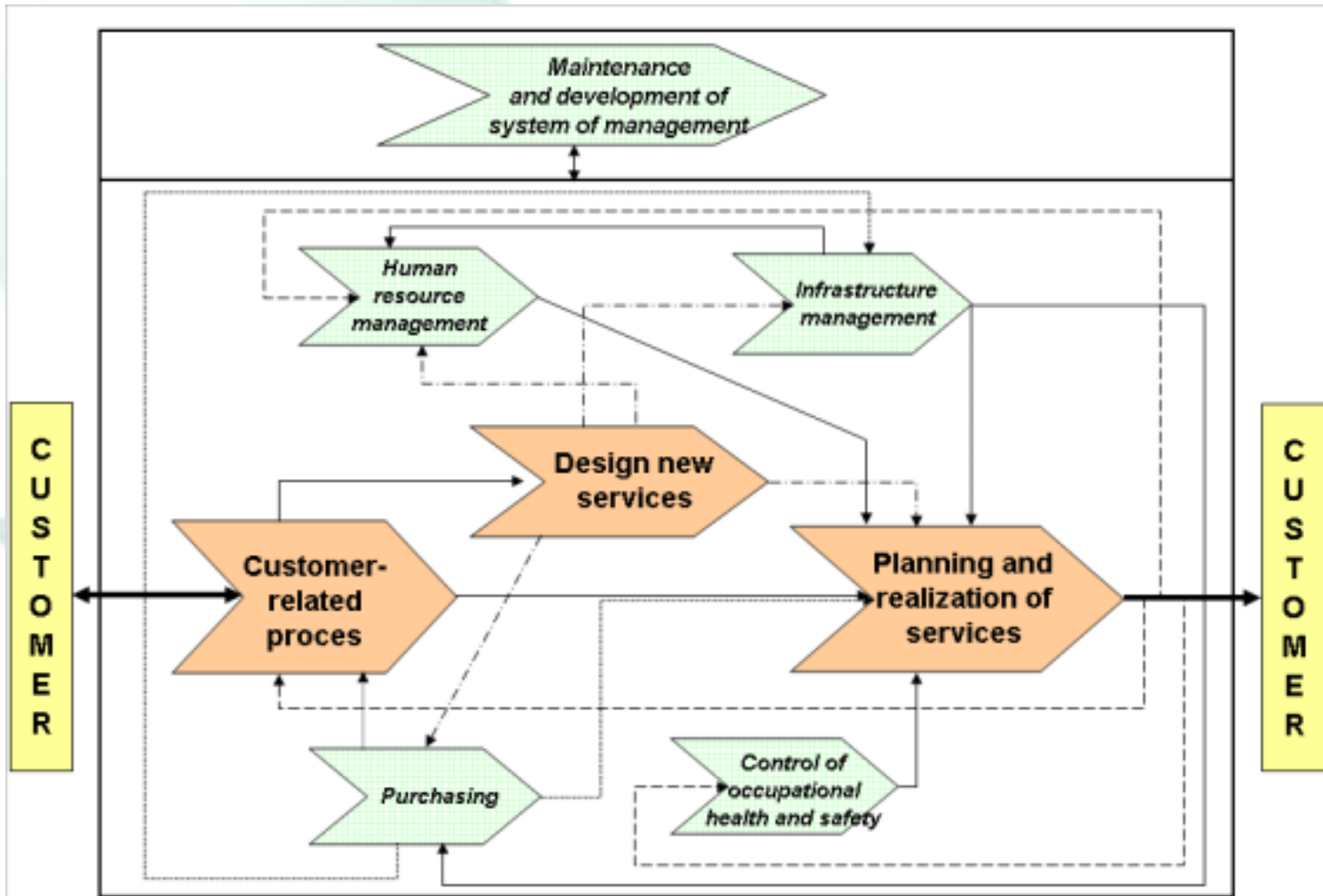
Nowadays in Poland accreditation is not just an additional confirmation of the competence of the Laboratory to perform specific tests. Whenever the laboratory operates on the market related to the area of e.g. work environment, natural environment or food, it has to have accreditation with regard to Polish formal regulatory requirements.

Flexible scope of accreditation in CBJ sp. z o.o.

Flexible scope of accreditation in CBJ

- There have been made some system regulations in two processes which have been functioning earlier:
 - „*V-00.00.00 – Customer-related process*”,
 - „*VI-00.00.00 – Designing new services process*”

Structure of the processes in CBJ sp. z o.o.



Flexible scope of accreditation in CBJ

- In the „*Book of Quality of the Integrated Management System*”[®] there have been implemented the form of the „List...” and system regulations connected to the method of its creating, updating and approving.

Flexible scope of accreditation in CBJ

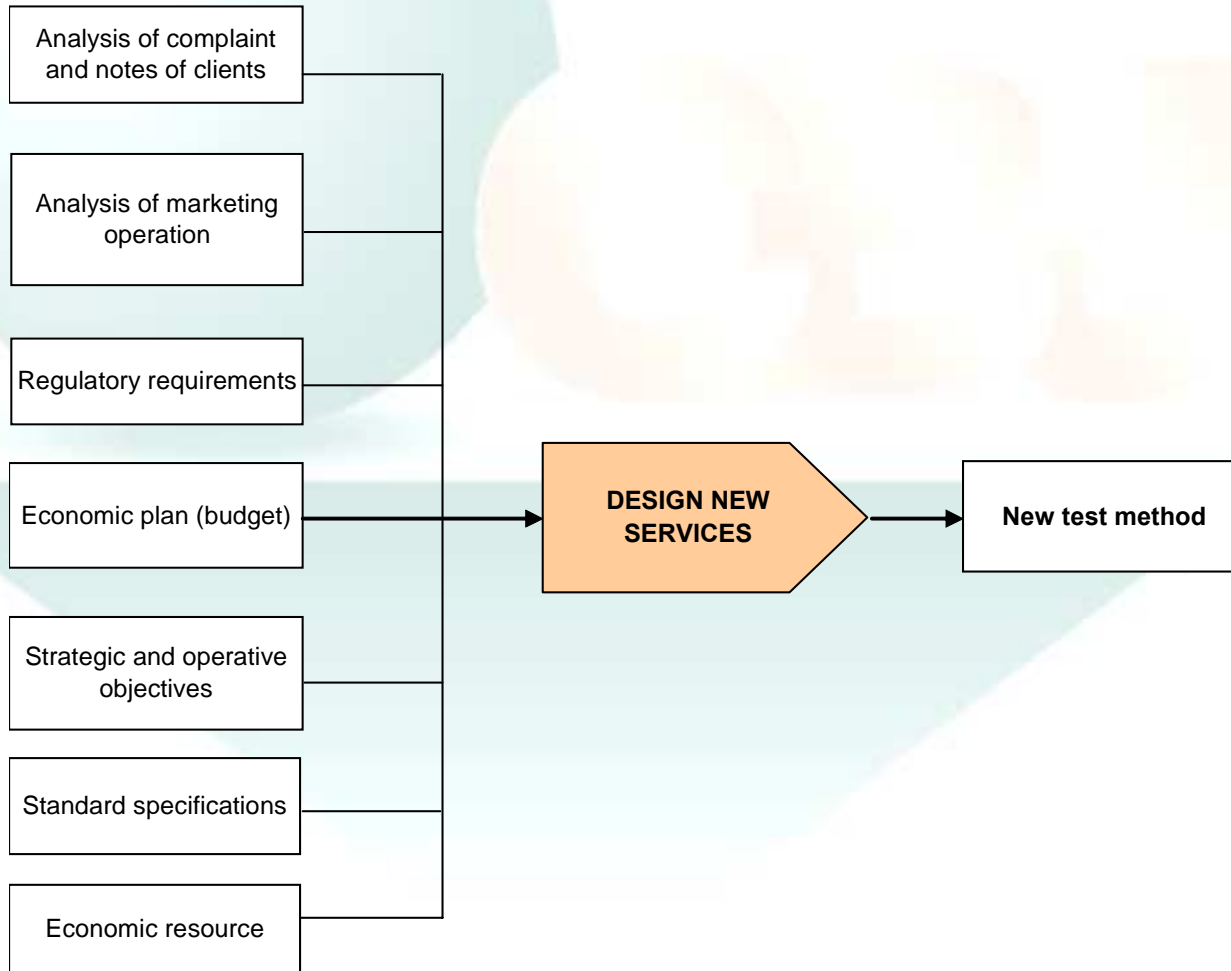
- There has been created a function *Product Manager (PM)* – a person with proper qualifications to supervise the testing methods.
- PM is mainly responsible for:
 - assessment of the readiness of the Laboratory to perform a test by the accredited method,
 - monitoring of the law requirements and handing the information over to the Trade and Marketing Department

Flexible scope of accreditation in CBJ

Process:

VI-00.00.00 – Designing new services
has been functioning in CBJ from 2003.

Flexible scope of accreditation in CBJ



Flexible scope of accreditation in CBJ

- The process: *Designing new services* ends with the compilation and validation of the new test method.
- After its approval, it is put on the „List....”.
- From this moment, this method becomes the accredited method.

Flexible scope of accreditation in CBJ

Implementation of the **designing new services process** and **the process of the communication with the customer** is crucial in the laboratories, which are applying for the flexible scope of accreditation.

Flexible scope of accreditation in CBJ

Finally, the flexible scope of accreditation has become the necessity for the Laboratories functioning on the free market willing to react promptly to the customers' requirements.

Flexible scope of accreditation in CBJ

- The requirements for granting the flexible scope of accreditation are as follows:
 - skilled and competent staff,
 - adequate and proper resources,
 - implemented process of designing new tests methods,
 - system regulations concerning the management of the flexible scope of accreditation.



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