

Standard Operating Procedure		
 LABORATORY ACCREDITATION BUREAU	Subject: Handling of Scopes of Accreditation	SOP 216
Written by: Doug Leonard	Revision 5 Date: 06/08/10	Page 1 of 4

POLICY / POLICY REFERENCE

ISO / IEC Guide 17011

L-A-B Quality System Manual

PURPOSE AND SCOPE

This procedure defines the method for developing, approving, and maintaining Scope of Accreditation by LAB.

RESPONSIBILITY

It is the responsibility of the Applicant Laboratory and L-A-B to develop the Proposed Scope of Accreditation in accordance with the appropriate proposed scope guidelines. The assessor is responsible for approving the Proposed Scope of Accreditation after an assessment. It is the responsibility of the L-A-B Testing and Calibration manager to assure the appropriate Major Field and Discipline parameters are listed correctly on the Scope of Accreditation.

PROCEDURE

1 - Preparation of the Proposed Scope of Accreditation

The applicant laboratory shall prepare a Proposed Scope of Accreditation in accordance with the following guidelines:

Testing Laboratories

- Form 28.9 - Proposed Scope Instructions - Testing
- Form 28.6 - Proposed Scope Template - Testing

Calibration Laboratories

- Form 28.10 - Proposed Scope Instructions - Calibration
- Form 28.8 - Proposed Scope Template - Calibration

Dimensional Inspection

- Form 28.11 - Proposed Scope Instruction - Dimensional Inspection
- Form 28.5 - Proposed Scope Template - Dimensional Inspection

Multiple Disciplines

- Form 28.13 Proposed Scope Template-Combination

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Brendan G. Carr

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