

Annex No.1

Knowledge, competence required for assessors, technical experts involved in the accreditation of testing laboratories, calibration laboratories, medical testing laboratories, sampling organisations

Edition 1

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Knowledge, competences required for assessors, experts participating in the accreditation of testing, calibration, medical testing and sampling organisations.

- Knowledge of Standard MSZ EN ISO/IEC 17025, knowledge of the methodology of examining the fulfilment of its requirements and ability of its application in practice.
- Knowledge of applicable EA, ILAC mandatory documents, ability to examine their requirements.
- Testing/calibration activity having performed for 5 years in an identical technical area, as well as testing/calibration activity performed in an identical technical area for 2 years before the appointment as assessor or expert.
- Knowledge of terminology related to the given testing/calibration area and its auditing, and its appropriate application;
- Knowledge of applicable testing/calibration methods in more detail (where appropriate):
 - Knowledge of requirements of the given tests, calibration and surveillance,
 - Knowledge of applicable sampling, sample preparation methods,
 - Knowledge of typical problematic areas of tests related to the accredited area,
 - Knowledge of special external requirements related to the accredited area,
 - Proper knowledge of the applicable assessment methods and their auditing.
- Knowledge of auditing activities and calibration procedures in sufficient depth;
- Suitability for examining in practice the evaluation of measuring uncertainty estimate;
- Auditing the determination of limit of detection (LOD), limit of quantification (LOQ)
- Interpreting the analysis of proficiency tests results, including:
 - Interpretation of the given values and the compliance criteria in all the proficiency tests concerned, including inter-laboratory measurements and measurement checks in order to obtain the evaluation of the quantity and quality results of laboratories,
 - Using different types of proficiency tests for accreditation purposes, making laboratory work suitable,
 - Evaluation of proficiency tests planning

Additional requirements for medical testing laboratories

- Knowledge of Standard MSZ EN ISO 15189, knowledge of the methodology of examining the fulfilment of its requirements and ability of its application in practice.
- Knowledge of EA, ILAC mandatory documents applicable to auditing medical laboratories, ability to examine their requirements.
- Knowledge of terminology applicable to auditing medical laboratories, their appropriate application;
- Knowledge of testing methods applied in the technical area in medical laboratories for which the assessor or expert was appointed:
 - In relation with medical testing laboratories, knowledge of calibration and surveillance requirements laid down in technical/professional requirements,

Additional requirements for sampling organisations

- Knowledge of NAR-19-IV (Accreditation of organisations active in taking environmental samples)

Additional requirements for calibration laboratories

- Knowledge of measuring instruments, equipment and calibration methods applicable to the given area.
- Knowledge of International Vocabulary of basic and general terms in Metrology (VIM)

Applicable EA, ILAC documents:

- EA-4/02 M Evaluation of the uncertainty of measurement in calibration.
- ILAC-P9 Policy for participation in proficiency testing
- ILAC P10 ILAC Policy on the traceability of measurement results.
- ILAC P14: Policy - for uncertainty in calibration
- ILAC G8: Guidelines on the documentation of compliance with the specification
- ILAC G24: Guidelines to the determination of calibration intervals of measuring instruments