



SNAS

SLOVAK NATIONAL ACCREDITATION SERVICE
Karloveská 63, P. O. Box 74, 840 00 Bratislava 4

Copy No.:

Decision of the Director
RR-P11

**SNAS POLICY APPLIED FOR UPDATING
STANDARDS LAYING DOWN TESTING AND
CALIBRATION METHODS IN ACCREDITED
ENTITIES**

Approved by: **Ing. Jozef Obernauer**
Director

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signature

Date: **July 6, 2009**

Bratislava July 2009

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**PURPOSE:**

This prescription delineates SNAS policy applied when changes are often occurring within entities/laboratories as for used accredited normative documents laying down testing and calibration methods because of updating or homogenization with European or international standards.

Drafted by: **Ing. Tibor Czocher, MPH**
Date: **June 7, 2009**

Examined by: **Ing. Jozef Obernauer**

By coming into force of this RR expired the validity of RR-P18 of October 1, 2005

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1 POLICY

1. In connection with homogenization of Slovak technical Standards with European or international Standards as well as with connection with rapid development in various technical fields leading to frequent updating of normative documents laying down testing or calibrations procedures and by the same fact leading to the accreditation certificates updating, SNAS adopted a policy and procedures leading to simplification and to facilitation of administrative work related to these changes.
2. Laboratories are obliged to notify SNAS in writing of all changes related to Standards and documents mentioned in Annex to Accreditation Certificate (in specification of performance). SNAS decide on further steps depending on importance of the change. SNAS will check information on changes in Standards within planned surveillance unless they are checked within irregular surveillances or within accreditation extension process. If it will be found out that in written notification were not mentioned correct information and the entity notified changes implemented SNAS reserves the right to take such measures so that accreditation status could not be abused, the client could not be impaired and the SNAS could not be brought into disrepute. These measures will retroactively concern all related activities of the entity/laboratory (e. g. withdrawal of all protocols/certificates issued unjustifiably).
3. The changes in normative documents are classified into three levels on which depend further procedures related to test and calibration laboratories Type 1 and Type 2. Levels of changes and procedures assigned to them are documented in MSA-06.

4 RELATED DOCUMENTS

ISO/IEC 17011 General Requirements for Accreditation Bodies Accrediting CABs
SNAS Quality Manual
MSA-06 Responsibility of Accreditation Body and of CAB

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