



# Laboratory Accreditation Body Third Party Assessors

August 6, 2012





# ABTF Recommendation 4

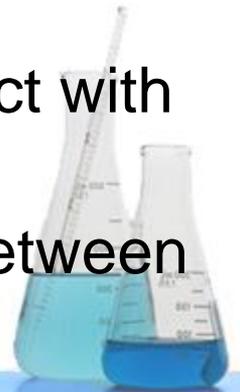
- Assigned to OSA Committee, which was subsequently merged with LAB
- Jeff Flowers heads subcommittee





# Third Party Assessors: Draft Recommendations

- Simplification of the contract process for third party assessors would help some states. Possible actions for TNI include -
  - Development of a process to pre-qualify third party assessors
  - Development of a model solicitation template for third party assessors
  - Development of an evaluation process for selection of third party assessors
  - TNI could develop a service for a state to contract with TNI to obtain the use of third party assessors
  - TNI could explore the use of resource sharing between states and develop model MOUs



- Goal is to provide a useful listing of Third Party Assessors to ABs
- Types of Assessors
  - Lead Assessors
  - Team Assessors
  - Technical Expert Assessors



- Separate credentialing criteria need to be developed for each type
- TNI to adopt an SOP to implement
- TNI to provide staffing to accomplish
- TNI to publish on web site credentialing of assessors that pass criteria





# Comprehensive list of Criteria for Third-Party Assessors

- ❑ Years experience as an environmental assessor
- ❑ Degree(s) held (BA/BS/MS/PhD)
- ❑ Years experience in and analytical laboratory (positions and duration)
- ❑ Training courses completed (when and where)
- ❑ Assessor training
- ❑ Technical training courses
- ❑ Specialized training and skills
- ❑ Refresher and continuing training courses
- ❑ Number of quality training presentations made (type and content)
- ❑ Membership in trade/professional organizations





# Comprehensive list of Criteria for Third-Party Assessors (cont)

- ❑ TNI committee membership
- ❑ Authorship of documents related to environmental assessments
- ❑ Specialized program knowledge (TNI, NELAP, NQA-1, ISO 9001, etc.)
- ❑ Specialized technical knowledge (organic, inorganic, radiochemistry, etc.)
- ❑ Specialized knowledge of software quality principles
- ❑ Current involvement with national organizations
- ❑ Completed course for NELAP assessors
- ❑ Experience conducting assessments for State accreditation bodies





# Comprehensive list of Criteria for Third-Party Assessors (cont)

- Contracts maintained and duration
- USEPA training as a certification officer for drinking water
- Business organization and number of years in business
- Number of qualified assessors
- Geographic areas covered
- Insurances maintained and amounts (liability, errors and omissions, workers comp, etc)
- Statement of Financial Stability (DB)
- Organizational compliance with 17025 and 17011 for operation
- Number of NELAP-compliant assessments completed



# Next Steps

- The LAB will receive comments and suggestions at this meeting and by email.
- Information will be compiled.
- SOP will be developed from information in TNI Standard and from ABs.





# Questions, comments?

Additional comments can be emailed to

**Joe Aiello**

Joseph.Aiello@dep.state.nj.us

or

**Steve Arms**

Steve\_Arms@doh.state.fl.us

