

PJLA Update Notification

Update Notification # 30

Update Notification Release Date: January 27, 2016

Form/Procedure/Policy: SOP-3-PJLA Accreditation Symbol Procedure

Attention All Applicant and Accredited Organizations:

PJLA has recently updated our Accreditation Symbol Procedure (SOP-3). This can be located on our website at <http://www.pjllabs.com/resources/pjlla-documents> . Please note the effective date for these changes.

Summary of Changes:

Effective March 1, 2016

- Appendix A, Section 1.1-Added new requirement *“The accreditation symbol or reference to accreditation as detailed below shall be included on all reports where an accredited/endorsed report is requested by the customer of the (CAB). CABs shall ensure that all customers requesting services are not misled when non-accredited or non-endorsed reports are provided.”*

CABS have the option to either use the PJLA symbol or language without the PJLA graphic that **shall** include the following: Standard Accredited to “i.e. ISO/IEC 17025:2005, PJLA, Accreditation Number and Field of Accreditation (i.e. testing, calibration, RMP, Inspection etc.) Both of these formats are considered acceptable for providing evidence that an accredited /endorsed report was issued.

- All-Add term Inspection or Inspection Body to expand on the new Inspection Body Accreditation Program
- Section 1.2-Added definitions for (CAB) and Endorsed Report
- Section 3.0 References-Added new references for TNI Programs and updated ILAC documents
- Appendix A, Section 2.2-Deleted note in parenthesis restricting the ILAC MRA Mark on Business cards
- Appendix A-Section 3.0- Added clarification in regards to subcontracting and accreditation symbol and language requirements based on ILAC P8.
- Appendix A, Section 5.0-Added a requirement for Inspection Labels
- Appendix A, Section 7-Added a note to recognize the use of accreditation language on marketing material
- Appendix B, Section 1.1, section 1-Removed the requirements for the use of

the ILAC sublicense agreement. CABS will no longer be required to sign an agreement to use the PJLA combined ILAC MRA mark, but will be required to sign PJLA's authorization form and submit an example of the artwork either on a piece of marketing material or a test/calibration report. CABS that have already signed the ILAC agreement will not be required to sign the new PJLA authorization form.

- Appendix B, Section 1.1, section 3.-Added a reference to retrieve a list of countries that the ILAC mark is registered in.
- Appendix B. Section 2.8-Added the allowance of the ILAC MRA Mark on Business Cards
- Appendix B-Section 2.9-Removed the restriction to not allow the use of the ILAC Mark on Business Cards
- Appendix C-Added a new section to recognize the rules of the TNI symbol and accreditation language requirements. This pertains to all programs that PJLA offers under the NELAC Institute.

PJLA recognizes that this will impose restructuring of reports for some organizations and we apologize in advance for the inconvenience. However, we would like to stress the importance of ensuring the data you produce shows that it was performed under your ISO/IEC 17025:2005 accreditation. Failure to do so could cause your report to be rejected or questioned by end users. We thank you for your understanding and participation in this matter. If additional time is needed to address the above, please seek approval from PJLA.

In some cases, there are restrictions for the use of other organizations to be listed on reports based on government or regulatory requirements. Our policy does recognize this stipulation. If this applies to your organization, please address this with your assessor at your next assessment.

If you have any questions in regards to this notification, please feel free to contact us at any time.

Thank you.