



Wyle Letter No. Wyle-NIST-073007

July 30, 2007

**NVLAP**  
**National Institute of Standards and Technology**  
**100 Bureau Drive, Stop 2140**  
**Gaithersburg, MD 20899-2140**

**Attention: Mr. Jon Crickenberger**

**Subject: Wyle Laboratories, Inc. response to NVLAP VSTL On-Site Assessment Review conducted on 7/23/2007 – 7/26/2007**

Dear Mr. Crickenberger:

Wyle Laboratories, Inc. (Wyle) is pleased to submit the enclosed information (one copy) in response to the NVLAP VSTL On-Site Assessment Review. The enclosed information includes the following items:

1. A completed Wyle Corrective Action Request (CAR) for each of the nonconformities identified.  
(NOTE: Corrected and updated documents are attached to each CAR showing how Wyle has corrected each of the nonconformities.)
2. A completed matrix showing the nonconformities and how Wyle corrected them.

Wyle trusts that our responses adequately address the concerns of the auditors and the NVLAP VSTL program. We look forward to your letter confirming the acceptability of our corrective actions and acceptance into the program.

Should you have any questions, comments, or require additional information, please do not hesitate to contact Mr. Frank Padilla or the undersigned by phone (256-716-4125 or 256-716-4271) or FAX (256-721-0144 or 256-837-5216 respectively).

Sincerely,

**WYLE LABORATORIES, INC.**

A handwritten signature in black ink, appearing to read "R. Bruce Bateman".

R. Bruce Bateman  
Director, Contracts and Purchasing



Wyle Laboratories, Inc. Responses to NVLAP VSTL Audit Non-Conformities

Item #	Non-Conformity	Assessor's Note	Wyle Laboratories, Inc. Response
4.4.1	X	No Reference in the quality documentation to cover the "consultation" to a voting system developer.	<b>Corrected:</b> (CAR 07-013) Added section to the Quality Manual ISO-QP-010 and to the Voting Systems Test Procedures to cover this issue.
4.11.5	X	No evidence in the quality documentation that the finding of a serious nonconformity drives the initiation of an internal audit.	<b>Corrected:</b> (CAR 07-011) Wyle Laboratories Internal Audit Procedure, ISO-QP-300, has been modified (Rev. 2), dated July 25, 2007 to provide greater clarity and definition to requirements for Additional Audits as prescribed on ISO/IEC 17025:2005 section 4.11.5.
5.4.7.1	X	Not apparent in the quality documentation.	<b>Corrected:</b> (CAR 07-012) Wyle Laboratories A2LA Addendum, Revision 1, dated 7/26/07 was revised to incorporate section 5.4.7.1 requirement of ISO/IEC 17025:2005.
5.6.1.b (150-22)	X	Wyle Operating Procedure (WOP) 24a creates a cross-reference as a base for showing how requirements are to be met but needs to show which method is to be used.	<b>Corrected:</b> (CAR 07-014) Updated WOP 24a to add a column showing the tests methods used for each test included in the cross reference matrix. This data will be included in the test report and plan if required.