NVLAP ON-SITE ASSESSMENT SUMMARY

Please complete this summary and attach it to the original On-Site Assessment Report.

**DO NOT LEAVE THIS SUMMARY WITH THE LABORATORY.**

Laboratory Name:       Lab Code:

Fields of Accreditation:

Assessor Name(s):

Date **Agenda** and **Pre-assessment** Review of Management System Documents provided to Lab:

Date(s) of On-Site Assessment:

Assessment Technique:  Onsite  Remote   Hybrid (combination of Onsite/Remote)

This report contains changes to the laboratory’s Scope of Accreditation:  additions;  deletions;

modifications. (Please describe in the On-Site Narrative Summary.)

**SUMMARY AND RECOMMENDATIONS:**

The laboratory has no nonconformities and no written response to NVLAP is required.

The laboratory has nonconformities in the following area(s). I have notified the laboratory of these nonconformities and the requirement to respond to NVLAP in writing about their resolution.

**4 General requirements**

4.1 Impartiality

4.2 Confidentiality

**5 Structural requirements**

5.1 to 5.7

**6 Resource requirements**

6.1 General

6.2 Personnel

6.3 Facilities and environmental conditions

6.4 Equipment

6.5 Metrological traceability

6.6 Externally provided products and services

**7 Process requirements**

7.1 Review of requests, tenders and contracts

7.2 Selection, verification and validation of methods

7.3 Sampling

7.4 Handling of test or calibration items

7.5 Technical records

7.6 Evaluation of measurement uncertainty

7.7 Ensuring the validity of results

7.8 Reporting of results

7.9 Complaints

7.10 Nonconforming work

7.11 Control of data and information management

**8 Management system requirements**

8.1 Options

8.2 Management system documentation

8.3 Control of management system documents

8.4 Control of records

8.5 Actions to address risks and opportunities

8.6 Improvement

8.7 Corrective actions

8.8 Internal audits

8.9 Management reviews

Annex A. Referencing NVLAP accreditation

Annex B. Implementation of traceability policy in accredited laboratories

Annex E. Use of the Accredited Laboratory Combined ILAC MRA Mark

Other (Specify)

Based on my findings regarding nonconformities, staff competence, and laboratory procedures, I recommend that another on-site assessment be performed before this laboratory is granted accreditation.

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| --- | --- |
| Signature of Lead Assessor: | Date: |