

Laboratory Accreditation Body Expert Committee

2017 Charter

Revised: March 21, 2017

Mission

As a means to improve the quality and consistency of environmental data throughout the United States and to foster the mutual recognition of laboratory accreditation by Accreditation Bodies, the mission of the Laboratory Accreditation Body (LAB) Expert Committee is to develop and support accreditation standards for environmental testing accreditation bodies by engaging experts in a consensus-based standards development process.

Composition of the Committee

1. The LAB Committee has members representing a balance of the three TNI stakeholder communities.
2. Committee members serve staggered three-year terms.
3. Associate members are invited to participate in all committee activities except voting.

Objectives

1. Revise and maintain the TNI Standards for Laboratory Accreditation Bodies (Volume 2 Module 1 of the TNI Environmental Laboratory Sector Standard.)
 - **Success Measure:**
 - Review and decision about possible revision occurs at least every five years and revision is appropriately carried out when determined to be needed.
2. Support the NELAP Accreditation Council (AC) and the Laboratory Accreditation Systems Executive Committee (LASEC) in reviewing draft policies and procedures to ensure consistent standard implementation and in gathering and disseminating information on accreditation body activities, as requested.
 - **Success Measure:**
 - Results of this assistance are timely and meet declared expectations of the program committees.
3. Provide information on developing and recommending training and guidance materials as appropriate.
 - **Success Measure:**
 - Training and guidance development opportunities needed are identified and suitable materials developed for approval by Consensus Standards Development Executive Committee (CSDEC.)
4. Review and respond to Standards Interpretation Requests, as referred.
 - **Success Measure:**
 - Responses meet agreed upon timeframes and address the request explicitly.
5. Monitor and report on ISO Conformity Assessment Committee (CASCO) Work Group revisions to ISO/IEC 17011. Support TNI by completing any tasks assigned by the Board or required by the AC or LASEC.

- **Success Measure:**
 - Accreditation Bodies and other TNI components such as LASEC and CSDEC are informed of anticipated revisions or updates to relevant international standards.
6. Work Plan: the committee will create or review the Work Plan on at least an annual basis and as part of any internal audit process.
- **Success Measure**
 - Work plans are presented to the CSDEC for review on at least an annual basis.

Decision Making (*specify default option from Decision Making SOP 1-102*)

- Decision on review of any TNI procedure, policy or guide changes will be made by Majority Vote and in the presence of, or by electronic voting of, a committee quorum; voting options are: Yeah, Nay or Abstain. Other decision rules may be utilized when declared by the Chair.

Available Resources:

- Volunteer committee members
- Teleconference and A/V services
- Program Administrator support

Anticipated Meeting Schedule:

- Teleconferences: regular schedule of calls to be published on the TNI website.
- Face-to-face meetings as needed at TNI conferences.