

# Laboratory Accreditation Body Expert Committee Charter

April 20, 2021

## 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 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 Program Executive Committee (CSDP EC.)
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. Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting or when requested by the Executive Director.

**Success Measure**

- Activities and progress provided within the Annual Report and Work Plan design and any subsequent revisions are approved by the TNI Board.

**Available Resources:**

- Volunteer committee members
- Teleconference and web-based services
- TNI Infrastructure
- TNI Website and TNI support services (administrative, technical editing, etc.)
- Limited Travel Funding

**Anticipated Meeting Schedule:**

- Monthly virtual meetings open to all Full and Associate Members (default time on TNI Website)
- Additional meetings as needed
- In-person meetings as needed during semiannual TNI Forums (Winter and Summer) open to all forum registrants

---

Approved by the CSDP EC – May 13, 2021