NVLAP®	**DEPARTMENT OF COMMERCE** National Institute of Standards and Technology National Voluntary Laboratory Accreditation Program	**ISSUE DATE:** September 20, 2016
	ASSESSOR BULLETIN	**NUMBER:** AB-19-2016
		LAP: ALL
SUBJECT: Important Updates and Reminders		

The purpose of this bulletin is to provide some general updates and reminders to NVLAP assessors regarding items discussed at the assessor training event held in June 2016.

All assessors received notice on July 1, 2016, (via email) when NVLAP launched the 2016 version of NIST Handbook 150, *NVLAP Procedures and General Requirements*. The memorandum issued on July 1st outlined the changes to the handbook (see attached for additional information). With the revision of NIST Handbook 150, NVLAP also revised its NIST Handbook 150 Checklist. As the majority of the content of the150 Checklist is based on ISO/IEC 17025, *General requirements for the competence of testing and calibration laboratories*, the changes in the checklist focused on revision of the various annexes.

As noted at the assessor training event, since NVLAP is no longer providing the full text of ISO/IEC 17025 for public distribution, the 150 Checklist is no longer available for public distribution. This means the checklist cannot be found on the NVLAP public website. This resource remains available to NVLAP assessors. Please contact your NVLAP program manager for a copy of the checklist. Copies of the checklist are available in both PDF and Microsoft Word formats. The Microsoft Word version will be made available in the assessor portal for your convenience. NVLAP requests that you do not share this document due to copyright laws.

REMINDER: The 2016 revision of NIST Handbook 150 has new requirements in Annex A, *Referencing NVLAP Accreditation*. There is an implementation period with these new requirements that expires October 1, 2016. Beginning October 1, 2016, all laboratories are required to have implemented the Annex A revision when referencing its accredited status.

REMINDER: Another significant change to NIST Handbook 150 is the addition of Annex E, *Use of the Accredited Laboratory Combined ILAC MRA Mark*, which establishes requirements for the optional use by our accredited laboratories of the Accredited Laboratory Combined ILAC MRA Mark. Each laboratory that has been approved to use the combined mark has been issued a formal letter of approval. If a laboratory is using this combined mark, you must assess its conformance to the requirements by completing Annex E of this 2016 150 Checklist. If it does not use the combined mark, select N/A for this part of the checklist.

Lastly, NVLAP has been in the process of incorporating improvements into our new assessor portal based on feedback received during the assessor training. Launch of the portal is anticipated in mid-October 2016. The training material presented at the assessor workshop in June will be updated and available on the portal for your convenience. An email notification of the official launch of the assessor portal will be sent once this system is live, and the email will include instructions on how to log into the system and how to set up user credentials.

Please contact a NVLAP program manager if you have any questions.