

	DEPARTMENT OF COMMERCE National Institute of Standards and Technology National Voluntary Laboratory Accreditation Program	ISSUE DATE: January 10, 2017
	LABORATORY BULLETIN	NUMBER: LB-98-2017 LAP: Calibration
SUBJECT: Measurement Uncertainty Budgets Requirements		

The purpose of this bulletin is to announce the requirement that measurement uncertainty budgets for all parameters be submitted to NVLAP by March 31, 2017, and upon application (new or at each renewal), and at any time when there are changes requiring a revision to the scope of accreditation.

The purpose of this requirement is two-fold. It allows NVLAP to maintain evidence supporting the CMCs listed on a laboratory's scope of accreditation, while at the same time providing assigned assessors time to thoroughly review measurement uncertainty budgets prior to the on-site assessment.

We previously asked for measurement uncertainty budgets when requested by an assessor or to support a laboratory's request for a significant change in the published CMCs. The launch of the lab portal allows us to request pertinent information, such as measurement uncertainty budgets, and have the laboratory upload it to the portal making it immediately available for review.

All calibration laboratories are required to upload measurement uncertainty budgets supporting their current scope of accreditation into the lab portal by March 31, 2017. Laboratories with an expiration date of March 31, 2017, shall do so as part of their accreditation renewal application.

Upload guidelines are listed below:

- Please use source documents that allow assessors to see calculations and constants. Example: Do not convert an excel sheet to pdf.
- In the case of multiple uncertainty documents, please use a compressed folder (.zip extension preferred). Using this, you will only have to upload a single compressed folder.
- Please insure the file/folder names identify the parameter/instrument.

If you have any questions or have issues uploading these documents, please contact your program manager.