

	DEPARTMENT OF COMMERCE National Institute of Standards and Technology National Voluntary Laboratory Accreditation Program	ISSUE DATE: October 16, 2018
	LAB BULLETIN	NUMBER: LB-110-2018
		LAP: ALL
SUBJECT: Revision to the application submission information for new and renewal applicant laboratories for accreditation to ISO/IEC 17025:2017.		

The purpose of this bulletin is to notify laboratories of the revision to the required application submission information. These changes are applicable to all applicant laboratories.

Background

In accordance with the NVLAP Transition Memorandum, dated December 15, 2017, NVLAP is transitioning our accredited laboratories to ISO/IEC 17025:2017. As of October 1, 2018, all NVLAP assessments are performed against ISO/IEC 17025:2017.

NVLAP has created a checklist, *NVLAP General Criteria Checklist (ISO/IEC 17025:2017)*, which contains the clauses of the 2017 revision, and is used for recording the assessment review. This checklist provides a space for the identification of the references as to where this documentation is located within your laboratory's management system. The clauses that require a policy and/or procedure have been shaded to highlight these requirements.

Notice

As part of the application, laboratories are now required to submit a copy of the NVLAP General Criteria Checklist (ISO/IEC 17025:2017) which contains the location references to the required policies and or procedures identified. Submission of any identified policies and procedures is also required in support of the references noted in the laboratory's checklist.

Copies of the checklist and identified policies and procedures shall be uploaded with the application submission. A document place holder, *NVLAP General Criteria Checklist (ISO/IEC 17025:2017) and Supporting Documentation*, has been created on the Lab Documents tab in the NIWS for uploading this documentation.

The application submission changes will be in place beginning with those laboratories that have a January 1, 2019 renewal date.

The NVLAP General Criteria Checklist (ISO/IEC 17025:2017) is available upon request, please contact your program manager to obtain a copy of this document.

Please note that due to copyrighted material in the document, evidence of ownership of ISO/IEC 17025:2017 will be required before the checklist can be released.

Questions should be directed to your program manager.