TERMS & CONDITIONS for OBTAINING AND MAINTAINING NABL ACCREDITATION
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Terms & Conditions for Obtaining and Maintaining NABL Accreditation
(To be submitted to NABL along with the application form)

The Testing / Calibration laboratories that are applicant/ accredited by NABL shall be required to fulfill the following terms and conditions:

1. The laboratory shall carry out its testing/ calibration activities in such a way as to meet the requirements of ISO/ IEC 17025: 2005 or ISO 15189 whichever is applicable, relevant NABL specific criteria and other policies of NABL.

2. The laboratory shall have a valid legal identity.

3. The laboratory shall meet the requirements of regulators in relevant field.

4. The laboratory shall identify and define various activities which they are involved in, and ensure that it does not lead to any potential conflict of interest.

5. The laboratory shall have adequate qualified and trained manpower for testing and calibration activities including NABL approved authorized signatory who meets the requirements of relevant NABL specific criteria for each discipline of accreditation.

6. The designated quality manager shall successfully undergo 4 day training on ISO/IEC 17025 or ISO 15189 whichever is relevant from a reputed training institute.

7. The laboratory shall participate in one inter laboratory comparison / proficiency Testing program in at least one parameter/ type of test per discipline prior to gaining accreditation and all groups included in the accredited scope of each discipline at least once every four years. Requirements specified in NABL 163 shall be followed for PT participation.

8. Laboratory shall submit the completed application for renewal of accreditation six months prior to the expiry of accreditation and also agree to undergo assessment as schedule proposed by NABL to maintain continuity in accreditation cycle.

9. The laboratory shall offer cooperation to NABL or its representative in:
   a. Undergoing assessments in stipulated time intervals / whenever NABL considered it as required.
   b. Access to all testing and calibration areas.
c. Undertaking any check to verify testing/calibration capability of the laboratory.
d. Witnessing the testing/calibration/sampling being performed relevant to accreditation.

e. Assessing the competence of the staff (including staff working in shift operations at site) during assessment.
f. Access to all relevant information and documentation.
g. Access to those documents that provide insight into the level of independence and impartiality to the laboratory from its related bodies, if applicable.
h. Access to all records pertaining to relevant personnel.
i. Providing names of all authorized signatories who are responsible for authenticity and issue of test/calibration certificates/reports.
j. Investigating any complaints against the laboratory.

10. On grant of accreditation, the laboratory shall claim accreditation in only those premises, fields, facilities, disciplines, tests/calibrations for which it has been accredited (as stated in Accreditation Certificate).

11. Accredited laboratory shall adhere to NABL 133 for the use of NABL symbol as well as any claim of accreditation of the laboratory.

12. Accredited laboratory shall make it clear in all its contracts with customers that a satisfactory test/calibration report in no way implies that the product so tested or equipment calibrated is approved by NABL.

13. Laboratory shall ensure that its customers are made clear that accreditation of test/calibration field in no way implies that its process system or person is approved by NABL.

14. The laboratory shall pay application fees for accreditation, re-accreditation; expenses towards travel, boarding & lodging for any kind of assessment including supplementary visit, surveillance, desktop surveillance, re-assessment and annual accreditation fees as shall be from time to time determined by NABL.

15. The laboratory shall inform NABL within 15 days of significant changes affecting the laboratories activities and operations relevant to accreditation, such as:

a. its legal, commercial, ownership or organizational status
b. the organization, top management and key personnel including authorized signatories
c. main policies
d. resources and premises
e. Other such matter that may affect the ability of the laboratory to fulfill ISO/ IEC 17025 or ISO
15189 whichever is applicable.

16. The laboratory shall continuously keep in touch with NABL to keep itself updated with the latest
versions of NABL documents and national and international standards.

17. The laboratory shall unambiguously declare the name of any individual or organization that has
provided consultancy for preparing towards NABL accreditation.

18. The accredited laboratory shall itself normally perform the test/ calibration which is covered under
scope of accreditation. Where a laboratory subcontracts a substantial or critical part of the test/ calibration, this work shall be placed with another accredited laboratory only.

19. The accredited laboratory shall respond promptly to the changes initiated by NABL in its accreditation
criteria, policies and procedures. The laboratory shall inform NABL when such alterations under the
agreed time frame have been completed.

20. Laboratory shall close all the non conformities raised during the assessment within two months.

21. Laboratory shall not involve in any kind of Activity (ies) which may bring NABL to disrepute.

22. The accredited laboratory upon suspension or withdrawal of its accreditation (however determined) or
expiry of validity of accreditation shall forthwith discontinue its use of all advertising matter that
contain any reference to the accreditation status and return the certificates of accreditation to NABL.

23. The accredited laboratory can relinquish accreditation by giving notice in writing to NABL by
surrendering the certificates of accreditation.

24. The laboratory shall inform NABL Secretariat, if any of the proposed assessor(s) happens to be their
Consultant or associated with the laboratory in any other capacity,

25. NABL absolves itself of any legal or financial liability arising out of any item/ product calibrated/tested
in any of its accredited laboratory involving any accidental or consequential damages to
personnel/equipment/products at any time.

By signing this document, it is implied that a laboratory as an applicant and after accreditation agrees to
comply at all times with all Terms and Conditions for NABL Accreditation. Any violation of this terms and
conditions shall result in adverse decision such as abeyance, suspension, forced withdrawal etc against the
laboratory as specified in ‘NABL 216’.
All disputes, if any, arising out of NABL decisions that remain unresolved through mechanism provided by NABL are subject to the exclusive jurisdiction of the Courts at New Delhi and none other.

Signature of Chief Executive or his Authorized Representative ______________________________

Name, Designation & Laboratory __________________________________________________

Date & Place _______________________________________________________________________

Signature of NABL official & Date of Receipt ____________________________________________