Ref: NABL/GeM/08-18/001-D

April 12, 2019

Subject: Clarifications on additions of discipline and group/category & subcategory

(Reference: Letter NABL/GeM/08-18/001 dt. August 14, 2018
Letter NABL/GeM/08-18/001 – A  dt. August 23, 2018
Letter NABL/GeM/08-18/001 – B dt. September 24, 2018
Letter NABL/GeM/08-18/001 – C dt. March 13, 2019)

Dear Sir/Madam,

Further to my letters above referred (copy enclosed) regarding the recognition of Test/Calibration/RMP reports/certificates from NABL accredited laboratories/entities & System of ULR (Unique Lab Report) Number for NABL accredited laboratories/entities, the following points may kindly be noted as further clarification, on implementation of additions in the ULR system -

(a) At present, ULR system as well as addition of discipline and group/category & subcategory in reports/certificates are not mandatory in the following cases, however it may be made mandatory in future as it will facilitate the CAB customers also, in general –

- those test results which are meant for in-house perusal and are not released in the form of a test/calibration report e.g. data transfer related to testing of raw material to the production department, in-house testing by industries involved in manufacturing of bulk petroleum products etc.;
- results related to forensic testing, veterinary testing, dope testing etc.;
- test reports for non-commodities like air, waste water and other similar environmental parameters;

(b) For classification of disciplines and product groups in Testing & Calibration, please refer NABL 120 “Guidance for Classification of Product Groups in Testing and Calibration Laboratories” available on NABL website and NABL 191 “Specific Criteria for Reference Material Producer Accreditation” for classification of categories and subcategories. However, its been observed that some regrouping of ‘Groups’ of testing needs to be done, in that case laboratories are advised to get it done during the next assessment while filling up of online application, till then please maintain grouping and discipline as per current scope of accreditation.

In view of request from CABs to facilitate the adoption of addition of discipline and group/category and subcategory in their software(s), an additional time of one month is being given. Now the modified ULR system is to be implemented latest by 11th May 2019.

Hope we have adequately clarified and I look forward for a smooth implementation of the ULR system with discipline and group/category and subcategory.

Cooperation in this regard is solicited. In case of any clarification, please feel free to ask Ms. Sangeeta Negi, Dy. Director, NABL at sangeeta@nabl.qcin.org.

Sincerely,

[Signature]

(Anil Relia)
CEO
Ref: NABL/GeM/08-18/001–C

March 13, 2019

Subject: Additions on ULR implementation

(Reference: Letter NABL/GeM/08-18/001 dt. August 14, 2018
Letter NABL/GeM/08-18/001 – A dt. August 23, 2018
Letter NABL/GeM/08-18/001 – B dt. September 24, 2018)

Dear Sir/Madam,

At the outset, I would like to extend my gratitude to our esteemed customers for supporting NABL in all its endeavours including ULR system implementation, in line with the above reference.

Further to my letters NABL/GeM/08-18/001 dated August 14, 2018, NABL/GeM/08-18/001–A dated August 23, 2018 and Letter NABL/GeM/08-18/001–B dt. September 24, 2018 (copy enclosed) regarding the recognition of Test / Calibration/RMP reports/certificate from NABL accredited laboratories/entitites & System of ULR (Unique Lab Report) Number for NABL accredited laboratories/entitites, the following points may kindly be noted as further additions, on implementation of the ULR system -

(a) In all the test / calibration reports, laboratory is required to mention the discipline and name of group before product / test results, in the following manner -

1. For Testing laboratory:
   Discipline (Biological Testing, Chemical Testing, Electrical Testing etc.)
   Group (Drugs and Pharmaceuticals, Textile, Paper & Pulp etc.)

2. For Calibration laboratory:
   Discipline (Electro Technical Calibration, Fluid Flow Calibration, Mechanical calibration etc.)

   Same to be mentioned for both accredited and non accredited parameters.

(b) In all RMP certificate, entity is required to mention the category and subcategory before product / results, in the following manner -

   Category (Chemical Composition, Biological and Clinical Properties, Physical Properties etc.)
   Subcategory (Metals, Inorganic reference materials, Organic reference materials etc.)


(d) For more clarity, sample report is attached herewith (for reference purpose only). Lab may follow its current test/calibration /RMP report/certificate format.

At present, the system is to be implemented for identification of the reports and content of same; if there will be an additional requirement of uploading the details, it will be informed accordingly.
The above system must be operational latest by 10th April 2019. Accredited laboratories shall mention the ULR Number along with discipline and group details on all the reports issued by them from 10th April 2019 onwards.

Cooperation in this regard is solicited. In case of any clarification, please feel free to ask Ms. Sangeeta Negi, Dy. Director, NABL at sangeeta@nabl.qcin.org.

Sincerely

[Signature]

(Anil Relia)
CEO
ULR- TC057518000000154F  
Test Report No.

I. Chemical Testing  
1. Textile

<table>
<thead>
<tr>
<th>Customer Sample No.</th>
<th>Sample Description</th>
<th>Sample Colour</th>
<th>Lab. Sample No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>TEST REPORT</td>
</tr>
<tr>
<td>1. Test 1</td>
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<td>2. Test 2</td>
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<td>3. Test 3</td>
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<tr>
<td>4. Test 4</td>
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</tbody>
</table>

II. Mechanical Testing  
1. Textile Materials

<table>
<thead>
<tr>
<th>Customer Sample No.</th>
<th>Sample Description</th>
<th>Sample Colour</th>
<th>Lab. Sample No.</th>
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<td>TEST REPORT</td>
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<td>2. Test 2</td>
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<td>3. Test 3</td>
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<tr>
<td>4. Test 4</td>
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</tbody>
</table>
CALIBRATION CERTIFICATE

ULR- CC057518000000154F

Certificate No:                                 Page No.: 

User Name: 

<table>
<thead>
<tr>
<th>Equip. For Calibration</th>
<th>DP Transmitter</th>
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<tr>
<td>Make/ Model No.</td>
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<td>Range</td>
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<td>Least Count</td>
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<tr>
<td>Id No./ Serial No.</td>
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<tr>
<td>Date Of Receipt Of UUC</td>
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</table>

Visual Inspection

<table>
<thead>
<tr>
<th>Date Of Calibration</th>
<th>Suggested Due Date</th>
<th>Date Of Issue</th>
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Environmental Conditions

<table>
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<tr>
<th>Temperature</th>
<th>Humidity</th>
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I. Electrotechnical Calibration

CALIBRATION RESULTS

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Standard Reading</th>
<th>Measured Reading</th>
<th>Expanded Uncertainty</th>
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II. Mechanical Calibration

CALIBRATION RESULTS

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<th>S. No.</th>
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<th>Measured Reading</th>
<th>Expanded Uncertainty</th>
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</table>

Reference Document For Calibration:

Uncertainty of Measurement: The reported expanded uncertainty of measurement is stated as the standard uncertainty of measurement multiplied by the coverage factor k = 2 such that the coverage probability corresponds to approximately 95%.

Note:
1. The calibration results reported in this certificate are valid at the time of and the stated condition of measurement.
2. This report should not be reproduced except in full without our prior permission in writing.
3. Calibration certificates without signatures are not valid.
Subject: Second Clarification on ULR


Dear Sir / Madam,

Further to my letters NABL/GeM/08-18/001 dated August 14, 2018 and NABL/GeM/08-18/001 – A dated August 23, 2018 regarding the recognition of Test / Calibration / RMP reports from NABL accredited laboratories / entities & System of ULR (Unique Lab Report) Number for NABL accredited laboratories / entities, we have received few queries and concerns from various CABs.

The following points may kindly be noted as further clarifications on implementation of the ULR system -

(a) At present, ULR system is not mandatory for the following cases, however it may be made mandatory in future as it will facilitate the CAB's customers also, in general –
   - those test results which are meant for in-house perusal and are not released in the form of a test / calibration report e.g. data transfer related to testing of raw material to the production department, in-house testing by industries involved in manufacturing of bulk petroleum products etc.;
   - results related to forensic testing, veterinary testing, dope testing etc.;
   - test reports for non-commodities like air, waste water and other similar environmental parameters;

(b) There is no need to have a software to introduce ULR; it may be done by using MS Office or manually. This is left to the discretion of the CABs.

(c) Some laboratories have informed that they are having more than 10 sections within the same premises under one accreditation certificate number and accordingly 9th digit of ULR is not sufficient to include all sections. In this case, the laboratories are advised to use 0 to 9 on 9th digit followed by running number as 00000001 at 10th to 17th digits. To cover the subsequent section, the 9th digit can be started again with 0 to 9 followed by running number as 10000001 at 10th to 17th digits.

(d) Earlier, we had clarified that in case of amendment to any test report or calibration certificate, the same ULR number is to be given to the amended report / certificate. Now we leave it to laboratories if they want to use the same number or the different number; they may define this system as per their own prerogative.

(e) At present, the ULR system is to be implemented only for identification of the reports; if there will be an additional requirement of uploading the details, it will be informed accordingly.

Hope your doubts have been adequately clarified and I look forward for a smooth implementation of the ULR system w.e.f. 1st October 2018.

Sincerely,

(Anil Relia)
CEO
Subject: Clarifications on ULR (Refer letter NABL/GeM/08-18/001 dated August 14, 2018)

Dear Sir / Madam,

Further to my letter no. NABL/GeM/08-18/001 dated August 14, 2018 regarding the recognition of Test / Calibration / RMP reports from NABL accredited laboratories / entities & System of ULR (Unique Lab Report) Number for NABL accredited laboratories / entities, we have received few queries and concerns from various CABs.

The following points may kindly be noted as clarifications on implementation of ULR system -

(a) ULR is not replacing or disturbing the report numbers currently being followed on reports issued by your CAB. ULR is an additional serial number to be mentioned on all the pages of the report.

(b) Irrespective of customer / end user, the system for ULR is applicable to all testing / calibration / RMP reports issued by NABL accredited facilities for the accredited scope. There is no requirement to use ULR no. on the reports having 100% tests / calibration / RM results outside NABL accredited scope.

(c) The term 'ULR' need to be mentioned before 18-digits code to bring clarity.

(d) Although it is the prerogative of the CAB to use NABL symbol or claim NABL accreditation on the test / calibration / RM reports, the ULR is applicable to all reports having partial or full test / calibration / RM parameters within the scope of accreditation irrespective of use of NABL symbol or claim of NABL accreditation.

(e) The 10th to 17th digits will start afresh from 00000001 every calendar year. However, as the system is being implemented from September 2018, the ULR will start from 00000001 for the first test report / calibration certificate issued in September 2018 with ULR number and the sequence will have to be followed.

(f) ULR system is in itself a complete identification of test report / calibration certificate issued by a CAB and it is to be used strictly as per the guidelines provided. Any alteration in ULR (like adding symbol, discipline, space etc.) will disqualify the product and test report while uploading on GeM portal and may result in loss to lab customer.

(g) It has also been noted that a few laboratories are still having the Accreditation Certificate having number in 5-digit e.g. T-0987, C-0788 etc. These accreditation certificates will be replaced by new numbers during forthcoming re-assessment. Till that time, in this time, the first 6 digits will be XT0987 or XCO788 i.e. prefix 'X' may be added to the accreditation certificate number for the purpose of ULR. For laboratories having more than one accreditation certificates of old series like T-ABCD & T-ABCE, any one accreditation certificate number may be used for ULR purpose.

(h) A laboratory having multiple sections within the same premises under one accreditation certificate number may consider their sections as locations and can use the 9th digit as 0/1/2 etc., as per their convenience.

(i) In case amendment to any test report or calibration certificate is issued with proper identification, the same ULR number is to be given to the amended report / certificate.

In view of request from CABs to facilitate the adoption of ULR system in their software(s), an additional time of one month is being given. Now the ULR system is to be implemented latest by 30th September 2018.

Hope your doubts have been adequately clarified and I look forward for a smooth implementation of the ULR system.

Sincerely

(Anil Relia)
CEO
Ref: NABL/GeM/08-18/001

August 14, 2018

Subject: Recognition of Test / Calibration / RMP reports from NABL accredited laboratories / entities & System of ULR (Unique Lab Report) Number for NABL accredited laboratories / entities.

Dear Sir / Madam

It’s my immense pleasure to share with you about the GeM recognition of reports issued by NABL accredited facilities.

Indian Government has created one stop Government e-Marketplace (GeM) to facilitate online procurement of common use Goods & Services required by various Government Departments / Organizations / PSUs. GeM will enhance transparency, efficiency and speed in public procurement. It will also provide the tools of e-bidding and reverse e-auction as well as demand aggregation to facilitate the government users to achieve the best value for the money.

One of the requirements of uploading the products for sale through GeM portal is that the product information should be accompanied by a test report issued by NABL accredited laboratory. To authenticate the test reports, GeM has sought the co-operation of NABL in getting the data on test reports mapped by the claim made by the seller.

To facilitate such mapping, the first step is to identify all the Test, Calibration and RMP reports issued by NABL accredited laboratories / entities for which the following system has been devised:

1) There will be 18-digits ULR (Unique Lab Report) number on all the reports issued by CABs including testing, calibration and RMP facilities.

2) This number will be in addition to the Report number devised by the individual CAB.

3) This number will appear on all reports issued by testing, calibration and RMP facilities for their accredited scope of accreditation.

4) ULR will be as follows -
   a) First six digits (1st to 6th digits) will be the Accreditation Certificate no. issued by NABL e.g. TC0575, CC1140, RC0007 etc.
   b) Next two digits (7th to 8th digit) will be the calendar year during which the report has been issued e.g. for period 01 January 2018 to 31 December 2018, this number will be 18.
   c) Next one digit (9th digit) will be applicable for multi-location laboratories under the same Accreditation certificate number. This could be 0/1/2/3/4/5 depending upon the report issued by location(s) of a Laboratory. 0 stands for main lab, 1 for location-1 etc.
   d) Next eight digits (10th to 17th digits) will be running number of the test/calibration reports starting from 00000001 to 99999999 in a given calendar year. This number will restart from 00000001 on 1st of January of every year.
   e) Last digit (18th digit) will be ‘F’ or ‘P’.
      ‘F’ is to be used when all the tests/calibration reported are covered under scope of accreditation.
      ‘P’ is to be used when report contains a mix of accredited and non-accredited tests/calibration with identification as per NABL norms

5) The example of above 18 digit and how it will appear on the reports issued by CAB is as follows -
   ULR - TC057518000000154F indicates that a Lab with Accreditation Certificate no. TC-0575 has issued a report in year 2018 from its main location with a running number of 00000154 and this report is having all results covered under NABL scope of accreditation.

Cont’d.
The above system must be operational from 1st September 2018. Accredited laboratories shall mention the above ULR Number on all the reports issued by them from 1st September 2018 onwards.

Cooperation in this regard is solicited. In case of any clarification, please feel free to ask Sh. Alok Jain, Jt. Director, NABL at ajain@nabl.qcin.org.

Sincerely

[Signature]

(Anil Relia)
CEO