

SADCAS Policy on Metrological Traceability

The SADCAS policy on metrological traceability is defined in the following SADCAS documents:

- Clause 6.14 of Issue 14, **SADCAS PM 01**: SADCAS Policy Manual;
- Clause 2.1 of Issue 6, of **SADCAS TR 09**: Criteria for performing calibration and intermediate checks on equipment used in accredited facilities; and
- Clause 3.2.5 of Issue 13, **SADCAS TR 02**: Accreditation requirements

According to SADCAS policy on metrological traceability equipment and reference standards used by calibration laboratories, equipment and instruments used by testing laboratories/ medical laboratories/ inspection bodies and having a significant impact on the measurements results shall be calibrated.

1. The equipment and reference standards used by calibration laboratories and having an impact on the accuracy and validity of measurements results shall be calibrated by:
 - a) A National Metrology Institute (NMI) whose service is suitable for the intended need and belongs to the CIPM and are signatories to its Mutual Recognition Agreement (MRA) amongst NMIs and who have approved CMC's within the BIPM Key Comparison Database (KCDB) which includes the range and uncertainty for each listed service.
 - b) A calibration laboratory accredited by an accreditation body covered by the ILAC Arrangement or by Regional Arrangements recognized by ILAC whose service is suitable for the appropriate calibration.
 - c) An NMI whose service is suitable for the intended need but not covered by the CIPM MRA. The National Metrology Institute shall have participated in the SADC Cooperation in Metrology (SADCMET), or be a member of the Joint Committee of Regional Metrology Organizations and the BIPM (JCRB) through Intra-Africa Metrology System (AFRIMETS), to get measurement traceability. Calibration certificates issued by the NMI shall provide sufficient information regarding the process of calibration.
 - d) The acceptance of other NMIs other than those of CIPM MRA partners shall be at the discretion of the SADCAS Chief Executive Officer after due consultations of the appropriate Advisory Committee subject to satisfactory evidence of the technical competence of the laboratory using appropriate methods as outlined in the technical procedures.
 - e) A calibration laboratory whose service is suitable for the intended need but not covered by the ILAC Arrangement or by regional arrangements recognized by ILAC.

As defined in these documents, for options (c) and (d) appropriate evidence for the technical competence of the laboratory and claimed metrological traceability shall include the following:

- Record of calibration method validation;

- Procedures for estimation of uncertainty;
- Documentation for traceability of measurements;
- Documentation for assuring the quality of calibration results;
- Documentation for the competence of staff;
- Documentation for accommodation and environmental conditions; and
- Audits of the calibration laboratory.

Options a) and b) above are the preferred SADCAS options for metrological traceability. Options c) and d) are only applicable when options a) and b) are not possible.

2. Equipment and instruments used by testing/medical laboratories/inspection bodies and having a significant impact on the measurements results shall be calibrated. SADCAS accepts evidence of traceability as outlined above. Where traceability as stated above is not technically possible or reasonable or available, the testing/medical laboratories/inspection bodies and client and other interested parties may agree to using reference materials/certified reference materials as outlined in SADCAS PM 01, Issue 14; SADCAS TR 02, Issue 13 and SADCAS TR 09, Issue 6.

SADCAS accreditation documents are available from the SADCAS website <http://www.sadcas.org/policies-and-procedures-english>

This communiqué serves to inform all accredited and applicant Conformity Assessment Bodies to comply with the requirements on SADCAS Policy on Metrological Traceability as stipulated in the above-mentioned documents and compliance will be verified by the assessors during the respective scheduled assessment of your facilities.

