

## SADCAS Signs MoU with NSSA

The Southern African Development Community Accreditation Service (SADCAS) and the National Social Security Authority of Zimbabwe (NSSA) recently signed a memorandum of Understanding (MOU) that seeks to provide assurance of technical competence of service providers involved in the inspection of equipment and machinery.

In his welcoming remarks and in a speech read by Mr Dhlwayo, NSSA Director of Occupational Safety and Health, the NSSA General Manager, Mr Matiza expressed the hope at NSSA that when good safety and health practices are combined with a performing economy everyone will be a winner: a healthy bottom line for the employer, good earnings for the workers, a healthy and safe environment for all and national social and economic growth.



SADCAS CEO Mrs Maureen P Mutasa and Mr Dhlwayo, NSSA Director of Occupational Health and Safety exchange copies of the signed MoU

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**Seated from Left to right:** Mrs CE Gadzikwa—SADCS Board Member, Mr LC Museka—Permanent Secretary Ministry of Labour and Social Welfare and Mrs MP Mutasa SADCAS CEO  
**Standing from Left to right:** Mr S Makowe—NAFP Zimbabwe, Mr Murombedzi, Deputy Director Consumer Affairs Ministry of Industry and Commerce and NSSA Senior Executives

Speaking at the MOU signing ceremony Mr LC Museka, Permanent Secretary Ministry of Labour and Social Welfare, Chairman of the Zimbabwe Occupational Health and Safety Council and Guest of Honour at the signing ceremony, hailed the MOU as a very important step in assuring quality and safe service by providers in the world of equipment and machinery inspection. "Machines are known to cause accidents from the time of industrial revolution and the worst culprit of such machinery remains boilers and other pressurized vessels with a huge potential to cause disasters. Although laws and standards are available, the hazard of machinery remains. What is needed is a system to assure the competence of inspection bodies which is what the MOU is all about" he said. At the same time the MOU will also facilitate trade in SADC countries through the harmonization of inspection practices in accredited organizations.

In her remarks Mrs Maureen Mutasa, the Chief Executive Officer of SADCAS gave a background to the MOU which was developed following NSSA's requirement that all inspection bodies be accredited in order to be registered as an inspection authority. The MOU which took a good 18 months to finalize spells out the operational relationship between SADCAS as an accreditation body and NSSA as the delegated authority for occupational safety and health issues in Zimbabwe. As at the time of signing the MOU, 2 inspection bodies in Zimbabwe had successfully undergone the pre-assessment stage and had been issued with an Indicative Letter by SADCAS and had been provisionally registered as inspection authorities by NSSA.

The MOU signing ceremony was attended by over 25 representatives of the Ministry of Labour and Social Welfare, Ministry of Transport, Ministry of Mines, Ministry of Industry and Commerce, Employers Confederation of Zimbabwe (EMCOZ), Zimbabwe Congress of Trade Unions (ZCTU), Industry, NSSA Executives, SADCAS, including the National Accreditation Focal Point – Zimbabwe and the press.

## One More Facility Accredited

SADCAS is proud to announce the accreditation of Environmental Management Agency Laboratory (EMAL) in Harare, Zimbabwe in the scopes of microbiological and chemical analyses in accordance with ISO/IEC 17025. Environmental Management Agency Laboratory's accreditation covers tests for enumeration of total coliforms by membrane filtration method; determination of calcium and chloride by titrimetric method and determination of sodium and potassium by flame photometry in raw and potable water. Through this accreditation the EMAL has been granted the unique accreditation number TEST-1 0002 and TEST-5 0005 indicating that EMAL is now a SADCAS accredited testing laboratory for microbiological analysis and chemical analysis respectively.

As at 30 November 2012, SADCAS has issued 14 accreditation certificates to 9 accredited facilities, 7 of which fall under the Testing Laboratories Accreditation Program (TLAP) with the rest falling under the Calibration Laboratories Accreditation Program (CLAP). At the same time SADCAS had 39 accreditation applications at various stages of processing, 15 of which fall under the TLAP, 10 under the Medical Laboratories Accreditation Program (MLAP), 8 under the Inspection Bodies Accreditation Program (IBAP), 4 under the CLAP and 2 under the Certification Bodies Accreditation Program. In terms of countries, 14 of the applications being processed are from Zimbabwe, 10 from Tanzania, 7 from Botswana, 3 from Namibia, 2 from Zambia, one from Mozambique, one from Angola and one from outside the SADC region.

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Breakdown of Accreditation Applications by Field



- Calibration Laboratories Accreditation Programme (4)
- Testing Laboratories Accreditation Programme (15)
- Medical Laboratories Accreditation Programme (10)
- Inspection Bodies Accreditation Programme (8)
- Certification Bodies Accreditation Programme (2)

Breakdown of Accreditation Applications by Country



- Botswana (7)
- Tanzania (10)
- Zimbabwe (14)
- Mozambique (1)
- Namibia (3)
- Zambia (2)
- Uganda (1)
- Angola (1)

## SADCAS Transition Policy ISO/IEC 17020

The new international standard ISO/IEC 17020: Conformity assessment – Requirements for the operation of various types of inspection bodies performing inspection” was published on 1 March 2012. The membership of the International Laboratory Accreditation Cooperation (ILAC) agreed to a three-year transition period for the implementation of the new standard which started on 1 March 2012 and will end on 1 March 2015. Based on the international standard requirements, SADCAS has elaborated a policy **SADCAS TR 07: SADCAS Policy – ISO/IEC 17020:2012 Transition** which outlines SADCAS requirements for transition to the new standard. Some of the requirements of the Policy are as follows:

- All applications for accreditation in accordance with ISO/IEC 17020 submitted to SADCAS after 1 October 2012 shall be based on the new standard.
- Between 1 October 2012 and 31 March 2013 SADCAS will continue to undertake assessments against the old version of the standard ISO/IEC 17020:1998 unless the inspection body requests that the assessment be against the new standard ISO/IEC 17020:2012. After 31 March 2013 all assessments shall be conducted against the new standard ISO/IEC 17020:2012
- Inspection bodies whose applications are progressing through the accreditation process shall provide SADCAS with a transition plan before 1 March 2013.
- The 3 year transition will conclude on 1 March 2015 and all inspection bodies are expected to be in compliance with the new standard ISO/IEC 17002:

**SADCAS TR 07:** SADCAS Policy – ISO/IEC 17020:2012 Transition is available and can be downloaded from the SADCAS website: [www.sadcas.org/policies\\_n\\_porcedures.php](http://www.sadcas.org/policies_n_porcedures.php).



## ISO/IEC 17065 Published

The international **ISO/IEC 17065: Conformity assessment – Requirements for certification certifying products, processes and services** was published on 20 July 2012. The standard ISO/IEC 17065 replaces ISO/IEC Guide 65:2005 “General requirements for bodies operating product certification systems and will be used as the accreditation standard for the assessment in the field of certification for products, processes and services.

According to SADCAS policy on ISO/IEC 17065, any applications for accreditation of bodies certifying products, processes and services submitted to SADCAS after 15 October 2012 shall be in accordance with the new standard ISO/IEC 17065:2012. SADCAS Policy on ISO/IEC 17065:2012 is available on the website under the window on “Announcements” [www.sadcas.org/uploads/ISO-IEC%2017065-2012%20Published.pdf](http://www.sadcas.org/uploads/ISO-IEC%2017065-2012%20Published.pdf)

## ISO/IEC 17025 Training Gains Momentum

Between August and November 2012 SADCAS successfully held 10 training courses on ISO/IEC 17025 for testing laboratories in 6 SADC Member States namely: DRC; Malawi; Mozambique; Namibia; Swaziland; and Zimbabwe. A total of 169 delegates participated in the training courses.

Over the period 3 five-day ISO/IEC 17025 requirements implementation and internal auditing courses were held in Lubumbashi, DRC from 1 to 5 October 2012, 8 to 12 October and 15 to 19 October 2012. All the participants were from the Congolese Control Office laboratories in Lubumbashi. The courses were conducted on French. Two five- days ISO/IEC 17025 requirements implementation and internal auditing courses were held in Windhoek, Namibia from 10 to 14 September 2012 and 22 to 26 October 2012. The latter course was held in partnership with the Clinical laboratory Standards Institute (CLSI). A 3 days ISO/IEC 17025 internal auditing course was held in Swaziland from 15 to 17 October 2012 and was the first course to be held by SADCAS in Swaziland. A five- day ISO/IEC 17025 requirements implementation and internal auditing course was held in Botswana from 12 to 15 November 2012. A further 3 one day ISO/IEC 17025 awareness training courses were held in Zimbabwe on 28 November 2012, Malawi on 29 November 2012 and Mozambique on 30 November 2012.

The SADCAS courses are designed to create awareness on ISO/IEC 17025, promote a thorough understanding of the standard requirements and impart internal auditing knowledge and skills so as to monitor compliance with ISO/IEC 17025. SADCAS also offers other courses on ISO/IEC 17025 on request.

### SADCAS Value Proposition

- ✓ **Delivering confidence**
- ✓ **Assuring competency**
- ✓ **Guaranteeing quality**

## USAID-SATH Funding the Training of Testing Laboratories in the Agro Food Production and Processing Sector

Agro food processing is identified in the SADC Industrial Policy as one of the priority sectors for development. The lack of productive capacity to ensure the quality and quantity of supply and inability to prove conformity of export products with international standards are some of the challenges which the region faces and has contributed to the region's failure to achieve a fully integrated regional trade zone in agricultural food products. SADC countries have elements of conformity assessment infrastructure (testing laboratories/certification bodies/inspection bodies) but the services are not internationally recognized. SADC exporters or foreign importers therefore cannot rely on the services of these conformity assessment service providers and hence require services from laboratories, certification bodies and inspection bodies at the level of the importing country which is not only time consuming to the foreign importer but also costly to the exporter.

SADCAS has secured funding from USAID Southern Africa Trade Hub (SATH) for the capacity development of testing laboratories that are involved in the agro food production and processing sectors in four (4) SADC countries namely: Mozambique; Malawi; Zambia; and Zimbabwe.

The objective of the project is to improve international competitiveness, intra-regional trade and food security within the SADC region and involves the training of management and staff of testing laboratories involved with the agro food production and processing sectors on ISO/IEC 17025: General requirements for the competence of testing and calibration laboratories. This is the key accreditation standard applicable to testing laboratories including those which operate in the agro food production and processing sectors. The training programme comprises of the following two (2) main activities:

1. One-day awareness course on ISO/IEC 17025 designed to create awareness on the benefits and importance of accreditation, the requirements of the standard and the accreditation process especially amongst top management and to make them appreciate the need for accreditation and what their roles are in the process; and
2. An intensive five days' ISO/IEC 17025 requirements, implementation and internal auditing course whose objective is to impart knowledge on ISO/IEC 17025 requirements, implementation and internal auditing skills to laboratory staff thus strengthen the testing laboratories so as to meet accreditation requirements in accordance with ISO/IEC 17025 and to monitor compliance thereof.

So far 4 awareness training courses have been held in Zimbabwe on 28 November 2012, Malawi on 29 November 2012, Mozambique on 30 November 2012 and Zambia on 3 December 2012. The training course in Mozambique was conducted in Portuguese. Seventy three participants from 21 testing laboratories attended the one day awareness training courses. The five days intensive ISO/IEC 17025 requirements, implementation and internal auditing courses are scheduled to be held in February/ March 2013 in the four SADC Member States.

The resource person for the courses are drawn from a pool of SADC qualified and experienced trainers who have hands on experience in implementing ISO/IEC 17025 and undertaking internal audits to ISO/IEC 17025.



Participants pose for a photo during the one-day awareness training in Zimbabwe on 28 November 2012

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Participants attending the one-day awareness training in Blantyre, Malawi on 29 November 2012



Participants pose for a photo during the one-day ISO/IEC Awareness training in Lusaka, Zambia on 3 December 2012

## First Course held in Mozambique

SADCAS held a one day ISO/IEC 17025 awareness course on 30 November 2012 at the Hotel Tivoli in Maputo, Mozambique. This was the first course of its kind to be held by SADCAS in Mozambique. A total of 14 participants from seven testing laboratories attended the course. The seven testing laboratories are from two organizations namely: The Directorate of Animal Sciences; and the Department of Fish Inspection. Participants were comprised of managers, Departmental heads, laboratory managers, heads of laboratory sections and technicians.

The National Accreditation Focal Point for Mozambique represented by Dr Paulina Tembane welcomed participants to the course, briefly outlined the role of the NAFP and introduced the SADCAS Chief Executive Officer Mrs Maureen Mutasa. The NAFP – Mozambique is housed within INNOQ, the National Institute for Standardization and Quality. The SADCAS Chief Executive Officer gave the opening remarks during which she gave a background to the project under which the training programme was being conducted and introduced the Trainer, following which participants introduced themselves and outlined their expectations of the course. The SADCAS Chief Executive Officer then gave an overview of SADCAS after which the Trainer took over.

This one day awareness training course is part of the project funded by USAID Southern Africa Trade Hub (SATH) for the capacity development of testing laboratories that are involved in the agro food production and processing sectors in 4 SADC countries namely: Mozambique; Malawi; Zambia; and Zimbabwe. The objective of the project is to train management and staff of testing laboratories involved with the agro food production and processing sector on ISO/IEC 17025: General requirements for the competence of testing and calibration laboratories. This is the key accreditation standard applicable to testing laboratories including those which operate in the agro food production and processing sectors. The training programme comprises of 2 training courses per country, a one day awareness course on ISO/IEC 17025 followed by an intensive five days' ISO/IEC 170125 requirements, implementation and internal auditing course.

**To be at the cutting edge of accreditation  
service delivery**

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Dr Paulina Tembane—NAFP  
Mozambique Representative

Participants attending the one-day awareness training in Maputo, Mozambique on 29 November 2012

The one-day ISO/IEC 17025 awareness course is designed to create awareness on the benefits and importance of accreditation, the requirements of the standard and the accreditation process especially amongst top management and to make them appreciate the need for accreditation and what their roles are in the process. The course was in three sessions during which participants were appraised of the importance of accreditation in assuring food safety and in food trade, the global accreditation structure and how SADCAS fits into it. The second session was on the requirements of the standard during which the Trainer walked participants through the management and technical requirements of ISO/IEC 17025. In the final session of the course the Trainer outlined the SADCAS accreditation process and associated costs before wrapping up. The course was conducted in Portuguese.

## Fourth ISO/IEC 17025 Requirements and Internal Auditing course held in Namibia

SADCAS successfully held a five-day training course on ISO/IEC 17025 requirements, implementation and internal auditing for participants from the public health laboratories in Windhoek, Namibia from 22 to 26 October 2012. The course was held at Heja Game Lodge in Windhoek, Namibia. The course was organized by the Clinical Laboratory Standards Institute (CLSI) in conjunction with Centre for Disease Control (CDC) and the Namibian Ministry of Health.

Mr Wycliffe Haggai Otieno a representative from the Ministry of Health welcomed participants to the training. Two representative of the CLSI, Mr Leonard Lafazia and Mr Patrick Mateta as well as a representative of CDC – Namibia Mrs Anita Beaukes attended the opening ceremony. Mr Mateta explained the role of CLSI as a global non-profit standards organization whose mission is to develop best practices in clinical and laboratory testing and to promote their use throughout the world, using a consensus driven process that balances the viewpoints of industry, government and the health care professions. The SADCAS Accreditation Administrator, Ms Linda Dirorimwe welcomed participants on behalf of SADCAS and gave an overview of SADCAS.

A total of 23 participants drawn from 17 laboratories including the City of Windhoek Occupational Health and Safety Department and the Department of Biology and Biochemistry, University of Namibia attended the course. Some of the participants were from accredited laboratories while others were at different stages of developing their systems and some of the smaller laboratories were yet to begin documenting their systems.

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Participants pose for a photo during the training course in Windhoek, Namibia

This ISO/IEC 17025 Requirements and internal auditing course was the fourth such course to be held by SADCAS in Namibia with the first 3 ISO/IEC 17025 courses having been held in August 2011, March 2012 and in September 2012. SADCAS has also undertaken one other accreditation related training course on ISO/IEC 17020 for inspection bodies in Namibia. This is a demonstration and realization of the need and importance of accreditation in Namibia.

## SADCAS Holds First Course in Swaziland

The Southern African Community Accreditation Service (SADCAS) was engaged by the Swaziland Water Services Corporation (SWSC) to conduct a three day training course on ISO/IEC 17025 internal Auditing. The training course which was attended by 10 participants all from the SWSC laboratory was held at SWSC Head Office in Manzini, Swaziland from 15 to 17 October 2012. The participants comprised of the Laboratory Manager, Laboratory Technicians and Assistants from Microbiology and Chemistry and Quality Inspectors. This was the first course of its kind to be held in Swaziland.

The SWSC operates water testing laboratories which offer chemical and microbiological analytical services. These services are in support of the SWSC's role in the development and maintenance of water resources and supplies in Swaziland. The laboratory undertakes chemical and microbiological analyses of water and waste water samples and was accredited to ISO/IEC 17025 in March 2012.



Participants pose for a photo during the training course in Mbabane, Swaziland

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The SWSC Laboratory Manager Mr Musa Shongwe welcomed all present and gave the opening remarks. The National Accreditation Focal Point for Swaziland Mrs Phindile Dlamini and Mrs Sthembiso Sybil Dlamini attended the opening session during which Mrs Phindile Dlamini explained the role of NAFP in Swaziland and introduced the SADCAS Trainer. The objective of the 3 days' ISO/IEC 17025 internal auditing course was to impart internal auditing knowledge and skills to SWSC staff so as to monitor compliance of their system with the standard. A practical internal auditing session which involved a vertical assessment was held at SWSC Laboratory in Mbabane.

Based on the feedback from the participants, the course was well presented and well received. The objectives of the course were met. SADCAS is thankful to the SWSC for the opportunity to train its management and staff on ISO/IEC 17025 Internal auditing and for the excellent arrangements which made the course a success.



## New Training Course Introduced

SADCAS has introduced a new training course **ISO/IEC 17025 Internal Auditing Course**. The objective of the 3-day training course is to impart internal auditing knowledge and skills to laboratory staff. The course covers the following main topics:

- ✓ Introduction to Auditing
- ✓ The Audit process
- ✓ Reporting and corrective actions
- ✓ Auditor competence
- ✓ Benefits of an auditing

The course is made practical as it includes a practical internal auditing session. The resource person for the course is drawn from a pool of SADCAS qualified and experienced experts who have up to date involvement in accreditation matters and in particular undertaking internal audits of laboratory systems.

Clause 4.14 of ISO/IEC 17025 requires a laboratory to periodically conduct internal audits of its activities to verify compliance with the standard. Such audits shall be carried out by trained and qualified personnel who are wherever resources permit, independent of the activity to be audited.

***GET YOUR PERSONNEL TRAINED ON INTERNAL AUDITING!!!***

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## Schedule of Training Courses—January to March 2013

| Date                 | Course Title   | Venue                   |
|----------------------|--|-------------------------|
| 28 Jan to 1 Feb 2013 | ISO/IEC 17025 five-day Requirements & Internal Auditing - In-house           | Kinshasa, DRC           |
| 4 to 8 Feb 2013      | ISO/IEC 17025 five-day Requirements & Internal Auditing – In-house           | Kinshasa, DRC           |
| 11 to 15 Feb 2013    | ISO/IEC 17025 five-day Requirements & Internal Auditing – In-house           | Kinshasa, DRC           |
| 11 to 15 Feb 2013    | ISO/IEC 17020 five-day Requirements & Internal Auditing - Open Course        | Lusaka, Zambia          |
| 11 to 15 Feb 2013    | ISO/IEC 17025 five-day Requirements & Internal Auditing – USAID-SATH Project | Blantyre, Malawi        |
| 18 to 22 Feb 2013    | ISO/IEC 17020 five-day Requirements & Internal Auditing                      | Dar es Salaam, Tanzania |
| 18 to 22 Feb 2013    | ISO/IEC 17025 five-day Requirements & Internal Auditing – USAID-SATH Project | Harare, Zimbabwe        |
| 18 to 22 Feb 2013    | ISO/IEC 17025 five-day Requirements & Internal Auditing – USAID-SATH Project | Maputo, Mozambique      |
| 25 Feb to 1 Mar 2013 | ISO/IEC 17025 five-day Requirements & Internal Auditing – USAID-SATH Project | Lusaka, Zambia          |
| 11 to 15 Mar 2013    | ISO/IEC 17025 five-day Requirements & Internal Auditing – Open Course        | Swakopmund, Namibia     |
| 11 to 15 Mar 2013    | ISO 15189 five-day Requirements and Internal Auditing - Open                 | Harare, Zimbabwe        |

## 2012 NAFP Annual Meeting

The 6<sup>th</sup> National Accreditation Focal Point annual meeting was held at St George Hotel in Johannesburg, South Africa from 22 to 23 November 2012. The meeting was attended by 15 NAFPs from eight countries namely: Botswana, Democratic Republic of Congo, Malawi, Namibia, Seychelles, Swaziland, Zambia and Zimbabwe. NAFP attendance costs for the meeting were met by the respective governments. The NAFPs from Lesotho and Mozambique could not attend the meeting due to budget constraints whilst apologies were received from NAFP-Tanzania. No apologies were received from NAFP-Angola. Three

SADCAS staff and management attended the meeting which was partly sponsored by PTB Germany who met the SADCAS staff travel, accommodation and venue package.

The meeting was chaired by Mrs Maureen Mutasa who during the opening remarks highlighted the purpose of the meeting and outlined the meeting program which was developed in consultation with NAFPs. Opening remarks by PTB Germany were read by Ms Jeanne Ranorovelo, the SADCAS Technical Manager on behalf of Ms Kathrin Wunderlich who could not attend the meeting.



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During the two day's meeting Mrs Mutasa gave an update on SADCAS activities and funding of SADCAS a matter which was on the agenda of the SADC meetings held the following week in Maputo, Mozambique. Mrs Mutasa also presented the results of the survey of conformity assessment bodies operating in the SADC region which was extended to 2012 following a poor response rate to the survey undertaken through the network of NAFPs in 2011. Ms Ranorovelo reviewed the roles and responsibilities of NAFPs. Mr Steve Sidney Executive, National Laboratory Association South Africa talked about the Regional Laboratory Association initiative and called upon NAFPs to make contact with their respective laboratory associations and to collaborate in promoting accreditation. Ms Linda Dirorimwe the SADCAS Accreditation Administrator gave an update on the database of conformity assessment bodies, update on training activities and reviewed the implementation of the 2012/13 SADCAS Marketing Plan. The second day started with a session on sharing of experiences during which NAFPs gave an update on activities undertaken so far in the 2012/13 financial year in support of the SADCAS annual implementation Plan. After the session on experience sharing some time was spent on developing the framework for the 2013/14 Marketing Plan taking into account the lessons learnt so far in implementing the 2012/13 Marketing Plan.



Participants pose for a photo during the 6th NAFP Annual Meeting held in Johannesburg, South Africa

The objectives of the 6<sup>th</sup> NAFP annual meeting which was attended for the first time by a some of the NAFPs were met in that we had an opportunity to review activities, note the lessons learnt and challenges and plan for the future activities. The meeting which was very interactive was an opportunity to clarify issues on the request for funding to governments of Member States that are serviced by SADCAS, which was due for consideration at the SADC meetings scheduled to be held the following week in Maputo, Mozambique thus prepared the CEO for any issues that may arise at those meetings. The meeting was also an opportunity for experience sharing and networking.

## SADCAS Technical Manager and NAFP-Botswana Visit Laboratories in Northern Botswana

The SADCAS Technical Manager, Ms Jeanne Françoise Ranorovelo and Mr Edward Mmatli the NAFP for Botswana visited 10 laboratories in northern Botswana as part of the SADCAS marketing strategy. The visits which were undertaken from 27 to 31 August 2012 and covered 5 public medical laboratories, 2 private medical laboratories, 2 testing laboratories and 1 research laboratory namely: Mahalapye Primary Hospital; Sekgoma Memorial Hospital in Serowe; Letlhakane Primary Hospital; Rakops Primary Hospital; Letsholatthebe II Memorial Hospital in Maun; Orapa Hospital; Delta Medical Centre Private Hospital in Maun; Betach in Orapa; Boseto Mine in Toteng, Maun; Okavango Research Institute in Maun. During the visits the SADCAS Technical Manager gave an overview of accreditation and SADCAS whilst the host gave a background on the laboratory and their efforts towards accreditation followed by discussions then a tour of the laboratory.

**Mahalapye Primary Hospital** is a district hospital which has been renovated and comprised of 632 staff. The hospital serves 38 clinics around Mahalapye and rotates personnel who work in the laboratory in order to assure that all tests are undertaken on time. The hospital is working towards accreditation. **Sekgoma Memorial Hospital** is a district hospital

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which has been renovated and has a very well equipped laboratory with 19 technicians. The laboratory is working towards accreditation and has established its quality management system and intends to apply for accreditation by the end of this year. **Lethlakane Hospital and Rakops Hospital** are both primary hospitals. The hospitals have each appointed a quality officer to coordinate accreditation activities. **Letsholathebe II Memorial Hospital** is the referral hospital for the northern part of Botswana. It is one of the six hospitals selected by the Ministry of Health to go for accreditation and is working towards accreditation. **ORAPA Hospital** is a private hospital established and maintained by Debswana Mining Company and it is located in the mining area. The Hospital serves the mining company's personnel as well as the population in the surrounding area. The hospital is certified under the COSASA program. The hospital has a well equipped laboratory. **Delta Medical Centre Private Hospital** was established in 2000 and is based in Maun. The hospital has a laboratory managed by two scientists. The Laboratory recently received new equipment and is being extended. The laboratory undertakes tests on samples from the hospital and is also contracted by a mining company to undertake tests of the Company's personnel.

**Betach** is a private organization which provides biological, chemical and biochemical analysis and tribology (oil/lubrication analysis) and also supply laboratories and industrial chemicals. Betach has been operational since 2007 and has a main laboratory in Lethlakane. Betach serves mainly the mines, the local government, individuals, and engineering companies. The Company has branches in Harare, Zimbabwe and intends to open another branch in Zambia. Betach is working towards accreditation and participates in inter laboratory comparison schemes for food microbiology, potable water, chemistry and heavy metals. The laboratory intends to apply for accreditation by end of the year. **Boseto Mine** is a new mine on the Kalahari copper belt. It has been operational since February 2012 when the laboratory was set up. The Laboratory which started operations in June 2012 undertake tests on copper and silver. The laboratory has 45 personnel who work on rotation and are working towards accreditation.



Ms Jeanne F Ranorovelo—SADCAS Technical Manager with Laboratory staff at Betach



Ms Ranorovelo poses for a photo with Laboratory staff at Boseto Mine

**Okavango Research Institute** was set up in 2002 and is part of the University of Botswana. It has 33 personnel and many students who undertake research. The research work is focused mainly on environmental issues (water, environment, geological, etc) under the Delta Okavango project. The Okavango Research Institute also undertakes environmental monitoring activities and based on the results of the monitoring activities advises the government accordingly.

The laboratories visited are at different stages of setting up systems and implementing the applicable standards.



Meeting in progress during visit at Okavango Research Institute



## PT Workshop Held in DRC

Mutanda Mining Quality Superintendent Mr Fonnies Marais in collaboration with Professor Simbi of the Congolese Control Office (OCC) organized a proficiency testing (PT) workshop in Lubumbashi, Democratic Republic of Congo (DRC). The workshop which was held at Park Hotel in Lubumbashi on 5 November 2012 was attended by a total of 48 participants from 15 laboratories in DRC and Zambia. The objective of the workshop was to discuss PT needs and to find solutions to address these needs.

The workshop was opened by Mr Eugene Bandumba, Deputy Director OCC, Katanga who thanked the organizers of the workshop and expressed hope for fruitful deliberations in finding solutions to address PT needs for laboratories operating in the Copper belt in DRC and Zambia. The workshop was chaired by Mr Andre Fouche, Technical Director of Mutanda Mining. During the workshop various presentations were made starting with a presentation by Mr Marais who gave a background to the workshop. This was followed by a presentation made by Mr Viki Mbuya Kanama on behalf of SADCAS on the importance of participating in PT schemes during which he explained what PT entails, why it is important to participate in PT schemes, the types of PT schemes and the PT schemes that are available in the SADC region. Mr Kanama also gave an overview of SADCAS. Professor Simbi made a presentation on the PT needs, how to organize and run a PT scheme and outlined the parameters for inter laboratory comparisons of minerals. The final presentation was made by Dr Hannelie de Beer from Tramecon South Africa a PT service provider whose proposal on managing PT schemes based on testing impurities in pure copper was well received by participants especially in view of the immense task of preparing PT copper samples that are proven to be part of batch which is sufficiently homogenous.

The participants agreed to establish a Copper Belt Laboratories Network under which a Steering Committee of 6 members, established at the workshop would set up a PT scheme for copper in the SADC region. The workshop identified the need for training on ISO/IEC 17043 and requested SADCAS to facilitate such a course. The workshop ended with closing remarks being made by Mr Bandumba who thanked the organizers of the workshop, SADCAS, Tramecon and all participants especially those from Zambia who had attended the workshop.

## AFRAC Holds Third General Assembly Meeting

The African Cooperation in Accreditation (AFRAC) held its 3rd General Assembly meeting on 3 October 2012 at the Emperor's Palace, Kempton Park in Johannesburg, South Africa. Before the General Assembly meeting, a workshop was held on 1 October 2012 followed by AFRAC Committees meetings on 2 October 2012. The 3<sup>rd</sup> AFRAC General Assembly meeting was officially opened by the South African Minister of Trade and Industry, Honourable Dr Rob Davies at a ceremony held on 1 October 2012 and attended by over 30 dignitaries from African countries, regional trading blocs, diplomats, international development partners such as Physikalisch- Technische Bundesanstalt (PTB) Germany and accreditation cooperation partners such as the Inter American Accreditation Cooperation (IAAC). The New Partnership for African Development (NEPAD) was also represented at the meeting.

Mr Prags Govender, the Chairman of the SANAS Board of Directors welcomed delegates and hoped that the 3<sup>rd</sup> AFRAC General Assembly meeting will concretize the building blocks towards the full operationalization and recognition of AFRAC thus pave the way toward Africa's economic growth. Mr Prags noted that the continent of Africa was home to six of the 10 fastest growing economies in the world and it is against this background, motivated by the renewed optimism about the continent's future, that AFRAC would have to rise to the challenge of facilitating the acceptance of Africa's goods and services amongst ourselves and the rest of the world. Mr Gengezi Mgidlana, the special advisor to the Chief Executive Officer of NEPAD highlighted the importance of the African integration programme towards a common market and recognized the important role that standardization, quality assurance, accreditation and metrology play in Africa's integration efforts. He noted the efforts currently underway in the establishment of a Pan African Quality Infrastructure and updated delegates on the integration of the Pan African Quality Infrastructure into the policy making bodies of the

*Continued from p 13*

African Union. In his remarks Mr Hassan Shaarawi the Chairman of AFRAC thanked South Africa for hosting the 3<sup>rd</sup> AFRAC General Assembly meeting and also thanked PTB Germany for the support provided to AFRAC thus far. He then gave a background to the establishment of AFRAC, the achievements so far and outlined the future plans for AFRAC as outlined in the 5 year strategic plan covering the period 2012 to 2017 and designed to operationalize the AFRAC Mutual Recognition Arrangement (MRA).



Delegates at the opening ceremony of the 3<sup>rd</sup> AFRAC General Assembly held in Johannesburg, South Africa

In his speech, Honourable Dr Rob Davies, highlighted the importance of a sound quality infrastructure as means of attracting investment and improving competitiveness and enhancing intra and inter African trade. Dr Davies encouraged African countries to ensure the safety and quality of traded products. He noted that this requires governments in Africa to invest in standards, conformity assessment, accreditation and metrology infrastructure. Dr Davies further recognized the important role of standards, quality assurance, accreditation and metrology and especially accreditation in creating a level playing field for African enterprises that may have to compete with imports that are of low quality and maybe unsafe or environmentally damaging and called upon African countries to "lock out" unsafe and poor quality imports which have contributed to the collapse of local industries and served as a major barrier to industrial development. Mrs Maureen P Mutasa the Chief Executive Officer of SADCAS wearing her hat as an Executive Committee member of the SADC Cooperation in Accreditation (SADCA) was the program director for the opening ceremony.

The AFRAC workshop started after the opening ceremony of the 3<sup>rd</sup> AFRAC General Assembly. The workshop was attended by over 21 participants during which members went through the draft 2012 to 2017 strategic plan, the AFRAC Quality Manual and procedures as well as terms of reference of AFRAC committees all of which had been circulated to members for consideration prior to the workshop. Having gone through the documents, the workshop recommended that the documents be approved by the General Assembly. On 2 October 2012 the AFRAC MRA Committee and the Technical Committee considered their respective terms of reference and procedures, identified IAF/ILAC documents for adoption and developed the 2012 to 2013 work programs in support of the AFRAC strategic plan.

The Committee meetings were followed by the 3<sup>rd</sup> AFRAC General Assembly Meeting during which a total of 29 resolutions were adopted. In his report to the General Assembly the AFRAC Chairman Mr Hassan Shaarawi reviewed the progress made since the last annual general meeting held in Mauritius. On membership, Mr Shaarawi noted that AFRAC membership had not yet been formalized but noted that efforts were already underway to do so with membership application documents already uploaded on the AFRAC website and one application received.

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Delegates at the 3<sup>rd</sup> AFRAC General Assembly held in Johannesburg, South Africa

He then encouraged stakeholders to formalize their membership. Regarding committees, 2 committees namely the MRA Committee and the Technical Committee had been established following the 2<sup>nd</sup> General Assembly and met on 2 October 2012 whilst the Administrative Committee would be established as when need arises. Following the training of 12 peer evaluators in June 2011, one peer evaluator had participated in a peer evaluation with another trainee peer evaluator scheduled to participate in his first peer evaluation in February 2013. The Chairman also reported on the recommendations from the Accreditation Expert Working Group that in order to avoid duplication of efforts within the COMESA/EAC/SADC tripartite arrangement and to optimize limited accreditation resources, no new accreditation structures should be established and that AFRAC in the long term must be used as a platform for accreditation issues in Africa. The Accreditation Experts met in May 2012 in South Africa.

The General Assembly approved the 5 year AFRAC strategic plan covering the period 2012 to 2017 and whose focus will be to operationalize the AFRAC MRA. The General Assembly further approved a number of documents including the AFRAC procedures amongst which are the MRA procedures as well as IAF/ILAC documents relevant to the operationalization of the AFRAC MRA. The General Assembly also approved the 2012 to 2013 workplans for the MRA Committee, Technical Committee and the Executive Committee which are critical to ensure achievement of AFRAC goals and objectives as outlined in the strategic plan. Regarding the recognition of AFRAC by the AU, the meeting noted the progress so far and requested members to, in the meantime, lobby their Ministers of Trade/Industry/Commerce in order to secure their support for recognition of AFRAC by the AU ahead of the next meeting to be held in 2013. The General Assembly resolved to conclude a Technical Cooperation Agreement with the IAAC and to pursue a Technical Cooperation Agreement with the Arab Accreditation Cooperation (ARAC). The General Assembly also approved the APLAC/AFRAC Memorandum of Understanding (MOU) and requested the Chairman to proceed with the signing of the MOU at the next APLAC General Assembly meeting.

Mr Ronald Josias the Chief Executive Officer of SANAS was elected as Chairman of AFRAC to replace Mr Hassan Shaarawi who had retired having served one 2 year term as Chairman of AFRAC. Mr Shaarawi was thanked for his leadership and dedication. Mr Mahmoud Eltayeb (EGAC) was elected Vice Chairman of the MRA Committee whilst Mr Mohamed Adel Rezk (EGAC) was elected vice Chairman of the Technical Committee.



## SADCAS Trademark Registered in Madagascar and Seychelles

The SADCAS trademark (logo and name) which forms the core of the SADCAS accreditation mark has now been registered in Madagascar and Seychelles. In Madagascar the trademark has been registered in 5 classes 35, 41, 42, 44 and 45 whilst in Seychelles the trademark has been registered in 3 classes 35, 41 and 42. The trademark certificates for Seychelles are valid for 7 years and may be renewed whilst for Madagascar the trademark certificates are valid for 8 years.

The SADCAS trademark has now been registered in 14 SADC countries namely Angola, Botswana, Democratic Republic of Congo, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Swaziland, Seychelles, Tanzania, Zambia and Zimbabwe. The Trademark registration process has therefore been completed. The SADCAS registration process was funded by the Norwegian Government through the Norwegian Agency for Development cooperation (NORAD) as part of the SADCAS set up and operationalization project.

Through registrations SADCAS will be able to legally protect its trademark against misuse.

## Update on Assessor Mentoring Project

The assessor mentoring project which is funded by PTB Germany is well underway. The mentoring program which involves on site assessments is as much as possible being undertaken in the countries where the assessors are based.

So far 21 out of the 47 trainee assessors have been mentored through the PTB Germany funded project as follows:

- Seven trainees were mentored in Democratic Republic of Congo from 14 to 16 August 2012,
- Seven trainees were mentored in Namibia from 3 to 7 September 2012.
- Five trainees were mentored in Botswana from 31 October to 1 November 2012 following an assessor refresher course which was held on 29 to 30 October 2012.
- Two trainees were mentored in Malawi on 15 November 2012. The mentoring stage is sponsored by PTB-Germany



Trainee assessors pose for a photo in Kinshasa, DRC



Participants at the Botswana mentorship training programme

and the evaluation for the remained candidates will continue until 31 March 2013. The trainee assessors qualified after the on-site evaluation will be registered as SADCAS Lead and/or Technical assessors and will undertake assessments on behalf of SADCAS in SADC Member states when needs arise. SADCAS would like to thank PTB-Germany to sponsor the mentoring stage as SADCAS need a pool of assessors based in SADC member states that will contribute to reduce the cost of travel of the assessment team.

Scheduling of mentoring for the remaining 26 trainee assessors is underway. The assessor mentoring project which is due for completion by 31 March 2013 is being funded under the Euro 1.5 million PTB Germany fund to SADC Program for Standardization, Quality Assurance Accreditation and Metrology (SQAM).



## SADCAS Technical Manager Undergoes Assessor Mentoring Course



Ms Jeanne Ranorovelo the SADCAS Technical Manager attended the ISO/IEC 17025 assessor refresher training course held at Gaborone Sun Hotel, Gaborone, Botswana from 29 October to 1 November 2012. The course was sponsored by PTB-Germany and facilitated by Mr John Peart, Accreditation Specialist at the South African National Accreditation System (SANAS) with administrative support being provided by Mrs Marie Chilcott. The refresher training course was attended by 5 trainee assessors who had been trained in 2005 under a PTB Germany training project and in 2009/10 under the auspices of the SADC EU SQAM project and. The three days of training course was an opportunity to be refreshed on the requirements of the standard, the assessment process and how to conduct the assessment.

Following on from the refresher course Ms Ranorovelo participated in a mentoring assessment which was undertaken on 1 November, 2012 at one of the testing laboratories located in Gaborone, Botswana when she was mentored as a Lead Assessor by Mrs Linda Grundligh, an experienced Lead Assessor and Field Manager at SANAS.

## SADCAS Financial Administrator Attends IFRS Update Seminar

As part of continuous professional development the SADCAS Financial Administrator, Mrs Lauren Gudo, attended the International Financial Reporting Standards (IFRS) Update Seminar. The two-day seminar which was organized by the Botswana Institute of Chartered Accountants (BICA) was held at the Gaborone International Conference Centre (GICC) in Gaborone from 24 to 25 October 2012. The seminar was attended by over 140 accounting professionals from various industries.

The objective of the seminar was to update members of the institute and other stakeholders on changes that have been made to IFRS as part of the International Accounting Standards Board (IASB) improvement measures. The main areas of focus of the seminar were:

- Update on standards and interpretations that have been issued but not yet effective;
- The improvements in standards tabled for 2013; and
- Common financial reporting pitfalls.

The seminar which was facilitated by Raymond Chamboko, who is a Chartered Accountant and Johannesburg Stock Exchange IFRS Adviser, was very informative with real life examples to help accountants to apply IFRS and keep them abreast with amendments being made to IFRS as many of the amendments are effective from 1 January 2013.



### SADCAS Core Values

**Impartiality** – We are organized and operate so as to safeguard objectivity and impartiality of our services.

**Transparency** – We are dedicated to provide complete transparency in our work by communicating effectively with our clients.

**Non-discrimination** – We treat our clients fairly and in an equitable manner.

**Integrity** – We act with honesty and integrity.

**Innovation** – We generate new ideas and utilize creative approaches to problems for continuous improvement.

**Diversity** – We respect the diversity of our clients and ensure balance of interest in representation.

## Fourth Annual Report Published

The SADCAS Board of Directors at its twenty eighth meeting held on 16 November 2012 in Gaborone, Botswana approved the SADCAS' fourth annual report. Some of the highlights contained in the annual report are as follows:

- Significant progress has been made with the implementation of the programs set out in the SADCAS first Business Plan as this is the final year of the business plan.
- Thanks to the generous support from the Norwegian Government for the establishment and operationalization of SADCAS.
- By 31 March 2012, SADCAS had issued eight (8) accreditation certificates to six (6) accredited facilities in four (4) SADC countries.
- At the same time, SADCAS had successfully conducted 31 training courses on accreditation associated activities in seven (7) SADC countries.
- As at 31 March 2012 SADCAS had registered a pool of 13 technical assessors and eight (8) lead assessors who undertake assessments on behalf of SADCAS in their respective scopes of competence.
- SADCAS membership in ILAC was upgraded to Associate category.
- Income from operations is growing.
- Looking ahead the main thrust will be to consolidate SADCAS service delivery focusing on areas of demand and to develop SADCAS into a sustainable and dynamic organization at the cutting edge of accreditation service delivery.



The 4<sup>th</sup> annual report also contains the audited financial statements for the year ended 31 March 2012.

The full Annual Report is available on the SADCAS website on [www.sadcas.org/annual\\_report.php](http://www.sadcas.org/annual_report.php)

## SADCAS Publishes French & Portuguese Promotional Material

As a fairly young organization whose thrust has been to promote accreditation and marketing its services, SADCAS has published accreditation programmes pamphlets in French and Portuguese. The English version of the pamphlets were published in 2011. All of the SADCAS promotional materials are now available in the three SADC official languages English, French and Portuguese. This is to ensure outreach to all stakeholders from member states that are serviced by SADCAS which include the Democratic Republic of Congo which is French speaking and Angola and Mozambique which are Portuguese speaking.

The four pamphlets are on the Calibration Laboratory Accreditation Programme, Inspection Bodies Accreditation Programme, Medical Laboratory Accreditation Programme and Testing Laboratory Accreditation Programme.

The pamphlets briefly explain the background to accreditation, the need for accreditation, the fields or scopes of accreditation on offer, the accreditation criteria, the accreditation process, assessors, the accreditation certificate and the appeals process.

The pamphlets can be downloaded from the SADCAS website by following the link:

<http://www.sadcas.org/promotionalMaterial.php>.

## Website Improvements

In an effort to ensure easy access to the directory of accredited organizations SADCAS has made some improvements to the "Search Accredited Organizations". Search can be by accreditation programme and by Country/City or by name of accredited facility.

To view the new search window visit: [http://www.sadcas.org/accredited\\_organisations.php](http://www.sadcas.org/accredited_organisations.php)

## Search Accredited Organizations

|  |  |
|--|--|
| Accreditation Programme:               | <input type="text" value="--Select Type--"/> |
| Accredited Laboratory/ Inspection Body | <input type="text"/>                         |
| Location (Country/City)                | <input type="text" value="Namibia"/>         |
| Accreditation Number                   | <input type="text"/>                         |
| <input type="button" value="Clear"/>   | <input type="button" value="Search"/>        |

Your search term: Testing Laboratories returned:

1: Accredited Organization Name: **Bureau Veritas Namibia (Pty) Ltd**  
Accreditation Number: **TEST-5 0003**  
Attached document: [download](#)

In addition, "Announcements" has been added on the top left side of the Home page. Here you can view latest announcements on SADCAS activities.

## NOTICE!!

### Christmas and New Year Holidays!!

SADCAS office will be closed from Monday, 17  
December 2012 and re-opens on  
Monday, 7 January 2013

## Status of Key Accreditation Standards and IAF/ILAC Documents

| STANDARD   | STATUS   |
|--|--|
| <b>ISO/IEC TS 17021-2</b> Conformity assessment - Requirements for bodies providing audit and certification of management systems Part 2: Competence requirements for auditing and certification of environmental management systems | Document published and available on 2012-08-16   |
| <b>ISO/IEC DTS 17021-3</b> Requirements for bodies providing audit and certification of management systems – Part 3: Competence requirements for auditing and certification of quality management systems                            | Committee draft study<br>Ballot initiated  |
| <b>ISO/IEC NP TS 17023</b> Conformity Assessment – Principles and Guidelines for determining audit time in management system certification   | New project approved   |
| <b>ISO/IEC WD 17024-2</b> Conformity assessment – General requirements for bodies operating certification of persons - Part 2 : Terminology  | Working Draft study initiated  |
| <b>ISO/IEC DIS 17067</b> Conformity assessment – Fundamentals of product certification and guidelines for product certification schemes  | Draft International Standard ballot initiated on 2012-07-05  |
| <b>ISO 15189: 2012</b> Medical Laboratories –Requirements for quality and competence   | International standard published and available on 2012-11-05   |
| <b>ISO 13528:2005</b> Statistical methods for proficiency testing by inter laboratory comparisons  | International standard to be revised   |
| <b>ISO/IEC 27006:2011</b> Information Technology – Security Techniques – Requirements for bodies providing audit and certification of information security management systems  | International standard to be revised   |
| <b>ILAC G3:08 2012:</b> Guidelines for training courses for assessors used by accreditation bodies   | Document published in August 2012<br>Guidelines prepared to assist accreditation bodies to set up training courses in line with international practice and which enable them to generate the lead assessors and technical assessors that they need. In addition guidelines on grading of non-conformities, previously included in ILAC G20, have been included in Annex A of this document |

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| STANDARD  | STATUS   |
|---|--|
| <p><b>ILAC G21: 09 2012</b> Cross Frontier Accreditation – Principles for cooperation</p>   | <p>Document published in September 2012<br/>The principles set out in this document serve to strengthen the international network of accreditation bodies through the ILAC Arrangement</p>   |
| <p><b>IAF PL5:2012</b> Structure of the International Accreditation Forum (IAF), Inc.</p>   | <p>Issue 4, issued on 13 August 2012<br/>This document sets out the structure of IAF, responsibilities and duties of the IAF Board, Executive and officers as well as the terms of reference of the IAF committees and subcommittees</p>   |
| <p><b>IAF ML3:2012</b> Guidance for responding inquiries on Multilateral Recognition Arrangement (MLA) signatory equivalence and on the acceptance of certification documents</p> | <p>Issue 2, issued on 15 October 2012<br/>This document defines the procedure to be used by IAF MLA signatories and other IAF members, as appropriate, to respond to inquiries regarding the equivalence of accreditation of MLA signatories and on the acceptance of certification documents</p>  |
| <p><b>IAF ML4:2012</b> Multilateral Recognition Arrangement (MLA) on the level of Single accreditation bodies and on the level of regional groups</p>                             | <p>Issue 6, issued on 15 October 2012<br/>This document defines the policies and procedures that IAF will use to establish, maintain and extend a MLA among both accreditation bodies members and regional accreditation groups which operate a regional MLA. IAF ML4:2012 provides additional requirements to IAF/ILAC A1, A2 and A3.</p> |
| <p><b>IAF ID:2012</b> Market surveillance visits to certified organizations</p>   | <p>Issue 1, issued on 15 May 2012<br/>Informative document intended to provide suggestions about how short market surveillance visits might be used by accreditation bodies or others in order to complement traditional oversight techniques</p>  |
| <p><b>IAF PR2:2012</b> General procedures for the development of IAF documents</p>  | <p>Issue 3, issued on 13 August 2012<br/>The procedure sets out the rules for the development and approval of IAF documents. It also lays down rules for the format of IAF documents</p>   |
| <p><b>IAF PR4:2012</b> Structure of IAF MLA and endorsed normative documents</p>  | <p>Issue 5, version 3, issued on 15 November 2012 with updated endorsed documents<br/>This document describes the list of IAF endorsed normative documents including international standards, as required by IAF PR2</p>   |

## SADCAS Training Courses

The Southern African Development Community Accreditation Service (SADCAS) provides training for conformity assessment bodies' management and staff. Conformity assessment bodies (CABs) include calibration/testing laboratories, medical laboratories, certification and inspection bodies.

### SADCAS Trainers

SADCAS draws its trainers from a pool of qualified and experienced experts from the SADC region who have up to date involvement in accreditation matters be it system implementation and/or assessments.

### Training Programmes

SADCAS currently offers the following accreditation training courses:

#### Five-Day Requirements and Internal Auditing Training Courses on the Various Key Accreditation Standards

- ISO 15189 Requirements and Internal Auditing **for medical laboratories**
- ISO/IEC 17020 Requirements and Internal Auditing **for inspection bodies**
- ISO/IEC 17021 Requirements and Internal Auditing **for management systems certification bodies**
- ISO/IEC 17025 Requirements and Internal auditing **for calibration/testing laboratories**

The objective of the 5 days courses is to provide an insight into the respective system standard's requirements and implementation as well as to guide CAB's personnel on how to prepare and carry-out an internal audit so as to monitor compliance with the system standard. These courses are made relevant and practical as they include case studies and exercises that reflect the respective professional disciplines. In order to objectively assess participants, an examination is written at the end of each course. Participants are also evaluated throughout the course.

#### Three-day ISO/IEC 17025 Internal Auditing Course

The objective of the 3-day training course is to impart internal auditing knowledge and skills to laboratory staff.

#### One Day Awareness Training Courses on the Various Key Accreditation Standards

- ISO 15189 for **medical laboratories**
- ISO/IEC 17020 **for inspection bodies**
- ISO/IEC 17025 **for calibration/testing laboratories**

The objective of the one day awareness training courses is to create awareness on the benefits and importance of accreditation and the requirements of the respective accreditation standards.

The SADCAS courses can be conducted in-house. In-house courses have the following benefits:

- ✓ You choose the venue of the course
- ✓ You choose the date of the course
- ✓ Cost effective as a number of staff can be trained at the same time
- ✓ Promotes team work as members have access to the same consistent information

**For more details please contact:**

**SADCAS**

Email: [info@sadcas.org](mailto:info@sadcas.org)

### Invitation to Register your Organization with SADCAS

The Southern African Development Community Accreditation Service (SADCAS) is in the process of creating a database of conformity assessment service providers (testing laboratories, certification bodies (management systems/ product/ personnel) and calibration laboratories operating in those countries that are serviced by SADCAS. The database will be used by SADCAS in order to keep you updated on developments in accreditation.

SADCAS invites your organization to **complete the registration form** below and return form to:

**SADC Accreditation Service (SADCAS)**  
 Email: [info@sadcas.org](mailto:info@sadcas.org) OR Fax: +267 313 2922

## Registration Form

1. Name of Organization \_\_\_\_\_

2. Contact Details:

2.1 Postal Address: \_\_\_\_\_

2.2 Physical Address: \_\_\_\_\_

2.3 Country: \_\_\_\_\_

2.4 Telephone: \_\_\_\_\_ 2.5 Mobile: \_\_\_\_\_

2.6 Fax: \_\_\_\_\_ 2.7 Email: \_\_\_\_\_

2.8 Name of Contact person: \_\_\_\_\_

2.9 Title: Mr/Mrs/Ms/Dr: \_\_\_\_\_

2.10 Position: \_\_\_\_\_

2.11 Type of Operation *[Please tick (✓) as appropriate]*

|                                     |  |
|-------------------------------------|--|
| Private <input type="checkbox"/>    | Semi Government <input type="checkbox"/> |
| Government <input type="checkbox"/> | Other <i>[specify]</i> _____             |

2.12 Scope of Conformity Assessment Body *[Please tick (✓) as appropriate]*

|   |   |
|---|---|
| Calibration Laboratory <input type="checkbox"/> | Management System Certification Body <input type="checkbox"/> |
| Testing Laboratory <input type="checkbox"/>     | Product Certification Body <input type="checkbox"/>           |
| Medical Laboratory <input type="checkbox"/>     | Inspection Body <input type="checkbox"/>                      |

2.13 Nature of business *[Please tick (✓) as appropriate]*

Regulatory  Voluntary

2.14 Sector *[Please tick (✓) as appropriate]*

|                                   |   |                                     |                                       |
|-----------------------------------|---|-------------------------------------|---------------------------------------|
| Chemical <input type="checkbox"/> | Food & Fisheries <input type="checkbox"/> | Leather <input type="checkbox"/>    | Construction <input type="checkbox"/> |
| Forestry <input type="checkbox"/> | Mining <input type="checkbox"/>           | Electrical <input type="checkbox"/> | Health <input type="checkbox"/>       |
| Textiles <input type="checkbox"/> | Fisheries <input type="checkbox"/>        |                                     |                                       |

## Diary of Upcoming Events

| DATES                  | MEETINGS  | VENUE                   |
|------------------------|---|-------------------------|
| 1 to 7 December 2012   | ASLM Conference   | Cape Town, South Africa |
| 1 to 7 December 2012   | APLAC General Assembly & Associated meetings  | Coogee Beach, Sydney    |
| 4 December 2012        | ARSO-ACTIF meeting; ARSO Consumers  | Nairobi, Kenya          |
| 5 December 2012        | 11 <sup>th</sup> SADCAS/SANAS TPA meeting   | Pretoria, Botswana      |
| 7 December 2012        | SADC TIFI Thematic Group Meeting  | Gaborone, Botswana      |
| 13-17 January 2013     | African Standards Day - 36 <sup>th</sup> Anniversary Celebrations<br>Standardization Awareness Activities | TBC                     |
| 11 to 12 February 2012 | SADCA Executive Committee Meeting   | Pretoria, South Africa  |
| 11 February 2012       | SADCAS Finance Risk and Audit committee Meeting   | TBC                     |
| 14 February 2012       | SADCAS Human Resources and Remuneration Committee Meeting   | TBC                     |
| 15 February 2012       | SADCAS Board Meeting  | TBC                     |
| 18 to 22 March 2012    | SADC SQAM Meetings  | Luanda, Angola          |

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SADCAS Management and Staff would like to  
wish you A Merry Christmas and  
a Happy New!

