

Note to Members Regarding the Implementation of ISO/IEC 17025:2005

1. Requirement

As a Member of ILAC, CAEAL is expected to implement ILAC Resolution GA 9.32. This resolution states, in part, ".....By 1st June 2007, all accreditation(s).....shall refer to the 2005 edition of ISO/IEC 17025."

2. Approach Envisaged

Commencing 1 January 2006, CAEAL will assess all applicant and accredited laboratories against the 2005 revision of ISO/IEC 17025. This is not expected to be an onerous task for either the laboratories or assessors. CAEAL expects that all laboratories will have been assessed against the new version of the standard by the end of the 2007 assessment cycle.

3. Detail

The new sections of the standard have been published on the CAEAL website since October 2004. Very little comment was provided by members so far, but all members should now be aware of how few substantive changes there are in the new version.

One new clause has been added to formalise the requirements for continuous improvement. The remainder of the standard remains virtually unchanged, with the exception of small detail changes in clauses 4.1, 4.2, 4.7 and 5.9. See http://www.caeal.ca/17025_changes_explained.pdf to review these details.

4. Implementation Plan

- a. Labs Acquire the Revised Standard. Laboratories assessed in both the 2006 and 2007 assessment cycles will need to demonstrate that they have acquired a copy of the revised standard. CAN-P-4E, when it is published by the SCC, is deemed an acceptable version. Laboratories that do not have access to CAN-P-4E may purchase a copy of ISO/IEC 17025:2005 from IHS – Global (<http://www.ihscanada.ca>) (Toll Free: 1-800-267-8220).
- b. Labs Implement Necessary Changes. Laboratories will examine the changes to the standard and make necessary small adjustments to their own quality systems. These changes will form part of all CAEAL assessments in 2006 and 2007 assessment cycles. **As all laboratories are expected to be able to demonstrate conformance prior to 1 June 2007, those laboratories that would normally be visited in the 2007 assessment cycle, will be required to provide evidence of conformance to the new requirements during the 2006 assessment cycle in their Annual**

- Surveillance Questionnaire submission. Details will follow on the changes to appear in the Annual Surveillance Questionnaire.
- c. CAEAL Updates P07 – CAEAL Interpretation of the Requirements in ISO/IEC 17025. CAEAL has updated the interpretive document and posted it to the CAEAL website. P07 is for the use of labs and assessors in understanding how CAEAL interprets specific sections within the standard. CAEAL has also updated T27 – *CAEAL 17025:2005 Handbook* for use by laboratories and posted it to the CAEAL website.
 - d. A new Rating Guide is issued. The current Rating Guide, CAN-P-1510D, will be modified and the proposed modification will be part of a discussion between CAEAL and the SCC. If the SCC cannot facilitate the development of a new version of CAN-P-1510 in time, CAEAL will issue a new version of A02 - *The Rating Guide* in January 2006. The new Rating Guide will be used with ISO/IEC 17025:2005.
 - e. CAEAL Modifies the Assessment Software Package. The software package provided by Michael Booth will be modified by November 2005 to seamlessly integrate the new requirements into the CAEAL Database applications.
 - f. CAEAL Prepares Assessors to Assess against the New Standard. During the period November – December 2005, CAEAL will provide assessors with access to the online training course “*ISO/IEC 17025:2005 – Changes to the Standard*” so that they may effectively assess against the new revision of the standard. All CAEAL assessors will be required to take this online training.
 - g. Assessors Assess Labs using the New Standard. Commencing in March 2006, assessors will make use of the new program documentation to assess laboratories against the new version of the standard.

5. Building Consensus

Throughout the process of modifying procedures and documents to fit with the delivery of the new standard to applicant and accredited laboratories, CAEAL will make use of both the Program Committee and the Advisory Panel to ensure that changes to CAEAL documentation continue to retain technical validity. At the same time, assessors will be asked to participate in discussions, interpretations, and assessment documentation so that these continue to make sense in a reputable accreditation program.

Laboratories will be asked to comment whenever anticipated changes to procedures and documents are being discussed so that these continue to meet their needs. Any person having any questions on this implementation plan or associated matters, are asked to contact one of the following:

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