A137 – CALA SAMPLING POLICY

Revision #1.0

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CALA

Trust, measured accurately

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1.0 SCOPE

These policies and procedures apply to CALA applicant and accredited organizations (laboratories and stand-alone organizations that perform sampling for subsequent testing).

2.0 BACKGROUND

In the context of ISO/IEC 17025, laboratories were historically defined as organizations that perform testing or calibration, though it was implicit that sampling could be part of the testing or calibration process. With the publication of ISO/IEC 17025:2017, the concept that sampling could be a stand-alone process became more explicit. The definition of a "laboratory" was changed to "an organization that performs testing, calibration, or sampling, for subsequent testing or calibration". This definition recognizes sampling as stand-alone activity that falls under the requirements of ISO/IEC 17025:2017. This sampling activity may be done by a laboratory, or by definition, it may be done by another organization that only performs sampling. In either case, a key criterion is that the sampling is being performed for subsequent testing or calibration.

3.0 POLICY

CALA will accredit sampling activities under one of the following circumstances:

- The sampling is under the direct control of a laboratory. The laboratory must be accredited for the subsequent testing or, the testing must be performed by another laboratory accredited for the relevant tests.
- The sampling is undertaken by an organization that would not normally be considered a 'laboratory' – i.e., the subsequent testing is not carried out by the organization. In this scenario, the organization shall meet all the requirements of ISO/IEC 17025:2017 and a laboratory accredited for the relevant tests shall perform the subsequent testing.

Sampling methods that can be assessed and accredited will be considered on a case-by-case basis. CALA shall not grant accreditation for non-standard sampling methods if there are available standard sampling methods published in international or national standards, provincial protocols, or specified in technical regulations.

4.0 IMPLEMENTATION OF THE POLICY

4.1 Assessment Team

Where possible, assessors with the appropriate expertise will be included on the same assessment team that is responsible for the assessment of testing activities. However, depending upon the structure of the laboratory and the nature of the sampling activity, a different assessment team may be assigned to undertake the assessment of the sampling activities.

4.2 Witnessing of the Sampling Activity

During an assessment, reassessment or surveillance visit, the competence of at least one sampler shall be assessed. The number of samplers to be assessed may be increased to be representative of the capability of the organization.

An actual sampling activity shall be assessed, including any sample transportation or storage steps.

As witnessing of sampling activities may be in areas of high risk to assessors, it is the responsibility of the organization to provide a list of safety requirements and a safety plan for assessors.

4.3 Assessment

All requirements of ISO/IEC 17025 will be assessed and must be met. A02-2017 – CALA *Rating Guide* is used to collect and collate information on conformance to requirements in ISO/IEC 17025.

As part of the assessment, a vertical audit shall be performed, that includes sampling, testing and reporting. If an independent laboratory performs the testing and reporting of test results, this information must be accessible to the assessment team.