



SNAS

SLOVENSKÁ NÁRODNÁ AKREDITAČNÁ SLUŽBA
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Policy

PL-11

**SNAS POLICY APPLIED FOR UPDATING
STANDARDS LAYING DOWN TESTING AND
CALIBRATION METHODS IN ACCREDITED
ENTITIES**

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Director

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**PURPOSE:**

This prescription delineates SNAS policy applied when changes are often occurring within accredited entities/laboratories as for used accredited normative documents laying down testing and calibration methods because of updating or homogenization with European or international standards

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1 POLICY

1. In connection with homogenization of Slovak technical Standards with European or international Standards as well as with connection with rapid development in various technical fields leading to frequent updating of normative documents laying down testing or calibrations procedures and by the same fact leading to the accreditation certificates updating, SNAS adopted a policy and procedures leading to simplification and to facilitation of administrative work related to these changes.
2. Laboratories are obliged to notify SNAS in writing of all changes related to Standards and documents mentioned in Annex to Accreditation Certificate. SNAS will decide on further steps depending on importance of the change. SNAS will check information on changes in Standards within planned surveillance unless they are checked within irregular surveillances or within the other type of accreditation service. If it will be found out that in written notification were not mentioned correct information and notified changes were implemented by entity, SNAS reserves the right to take such measures so that accreditation status could not be abused, the client could not be impaired and the SNAS could not be brought into disrepute. These measures will retroactively concern all related activities of the entity/laboratory (e. g. withdrawal of all protocols/certificates issued unjustifiably).
3. The changes in normative documents are classified into three levels on which depend further procedures related to test and calibration laboratories with fixed and/or flexible scope of accreditation. Levels of changes and procedures assigned to them are documented in MSA-04.

2 RELATED DOCUMENTS

ISO/IEC 17011:2004: General Requirements for Accreditation Bodies Accrediting
Conformity Assessment Bodies

MSA-04: Procedure for the accreditation

MSA-06 Responsibility of SNAS and CAB

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