

Applying for extension on a non-critical scope

When a certification body wants to apply for an extension to include a non-critical scope, it first needs to complete a SANAS application form. Prior to any work being carried out, SANAS will provide a quotation detailing the cost of the application and a desk review. Acceptance of the quotation and payment of the invoice will be required before proceeding to the next step of the process. Next, the desk review will be conducted over a four-week period from receipt of payment, and will be based on the following information:

- Competency records of the personnel involved, the auditors and the decision makers;

- Monitoring records of the auditors;
- Information on the number of certifications in the scope and the number of auditors; and
- The Stage 1 Report.

The requested scope will be granted or rejected based on the above information. SANAS needs to be informed once the audit has been carried out, in order for a file review to be conducted. Should the certification body not have the necessary certifications (files) at the next assessment, SANAS will reserve the right to remove the scope from the schedule of accreditation.

Transition to SANS 10378:2012

In March 2012, SANS10378:2012, a revision of SANS 10378:2005, was published after being approved by the National Committee SABS SC70, Legal Metrology, in accordance with the procedures of the SABS Standards Division.

According to the SANAS Transition to New Standards Document (P32), the transition period to a new standard is two years. Therefore all accredited laboratories must have converted to, and fully comply with, the revised standard by March 2014.

In the first year, the SANAS assessors will conduct a gap analysis as part of their assessments. Any deviations noted will be recorded as observations, while areas of non-compliance to the old standard will be recorded as non-conformances.

All accredited laboratories will also be expected to submit a transition plan to SANAS during the first year, clearly indicating how the laboratories intend

to comply with the changes brought about by the revision of the standard.

Among others, this transition plan may include the changing of procedures and contracts, the training of staff, re-issuing of certificates, as well as communicating with clients. In essence, facilities should analyse the differences between the standards and the effect on their management system. All transition plans must be submitted to Thabo Chesalokile on ThaboC@sanas.co.za or Emelda Udensi on EmeldaU@sanas.co.za by March 2013.

During the second year, any deviations recorded against the new standard which were not rectified in the first year, will be recorded as non-conformances, and any non-compliant accredited facility will be suspended.

In the meantime, all new facilities applying for accreditation will be assessed against the new standard, SANS 10378:2012.

SANAS appoints inspection field manager

From 1 July 2012, Linda Grundlingh will be the SANAS Field Manager: Inspection. Linda can be contacted on +27 (0) 12 394 5802, or by sending a fax to +27 (0) 12 394 6802, or e-mailing her on LindaG@sanas.co.za relating to any inspection-related enquiries.

