

# ACCREDITATION INFORMATION

## INTRODUCTION:

Accreditation is a third party attestation related to a conformity assessment body (CAB) conveying formal demonstration of its competence to carry out specific conformity assessment tasks.

The Mauritius Accreditation Service (MAURITAS) operates under the MAURITAS Act 1998 and section 32 of the Finance (Miscellaneous Provisions) Act No. 10 of 2017. It performs accreditation activities and other activities as mandated by the legislation.

## ACCREDITATION PROCESS:

### PREPARATION OF THE CAB

Any Conformity Assessment Body (CAB) wishing to be accredited must prepare a quality manual including all quality procedures as required by the relevant international standard.

The applicable accreditation standard is as listed below:-

Accreditation Schemes	Accreditation Standards	Mandatory Documents
<b>Calibration/Testing Laboratories</b>	ISO/IEC 17025	ILAC P4 ILAC Mutual Recognition Arrangement: Policy and Management
		<a href="#">ILAC P5 ILAC Mutual Recognition Arrangement (Arrangement)</a>
		<a href="#">ILAC P8 ILAC Mutual Recognition Arrangement (Arrangement): Supplementary Requirements and Guidelines for the Use of Accreditation Symbols and for Claims of Accreditation Status by Accredited Laboratories and Inspection Bodies</a>
		<a href="#">ILAC P9 ILAC Policy for Participation in Proficiency Testing Activities</a>
		<a href="#">ILAC P10 ILAC Policy on Traceability of Measurement Results</a>
		<a href="#">ILAC P14 ILAC Policy for Uncertainty in Calibration</a>
		ILAC G7 Accreditation Requirements and Operation Criteria for Horseracing Laboratories
		AFRAC TP001-01 Accreditation of National Metrology Institute by AFRAC Accreditation

			Bodies
<b>Medical Laboratories</b>	<b>Testing</b>	ISO 15189	<p>ILAC P4 ILAC Mutual Recognition Arrangement: Policy and Management</p> <p><a href="#">ILAC P5 ILAC Mutual Recognition Arrangement (Arrangement)</a></p> <p><a href="#">ILAC P8 ILAC Mutual Recognition Arrangement (Arrangement): Supplementary Requirements and Guidelines for the Use of Accreditation Symbols and for Claims of Accreditation Status by Accredited Laboratories and Inspection Bodies</a></p> <p><a href="#">ILAC P9 ILAC Policy for Participation in Proficiency Testing Activities</a></p> <p><a href="#">ILAC P10 ILAC Policy on Traceability of Measurement Results</a></p> <p><a href="#">ILAC P14 ILAC Policy for Uncertainty in Calibration</a></p>
<b>Certification Bodies (Management systems)</b>		ISO/IEC 17021-1	<p><a href="#">IAF MD 1 Certification of Multiple Sites Based on Sampling</a></p> <p><a href="#">IAF MD 2 Transfer of Accredited Certification of Management Systems</a></p> <p><a href="#">IAF MD 5 Duration of QMS and EMS Audits</a></p> <p><a href="#">IAF MD 7 Harmonization of Sanctions to be applied to Conformity Assessment Bodies</a></p> <p><a href="#">IAF MD 10 Assessment of Certification Body Management of Competence in Accordance with ISO/IEC 17021: 2011</a></p>
<b>Competence Requirements:</b>			
-ISO/TS 22003 (FSMS and HACCP)			
-ISO/IEC 17021-3 (QMS)			
-ISO/IEC 17021-2 (EMS)			
-ISO/IEC 27006 (ISMS)			
			IAF MD 12 Accreditation Assessment of Conformity Assessment Bodies with Activities in Multiple Countries
			<a href="#">IAF MD 13 Knowledge Requirements for Accreditation Body Personnel for Information Security Management Systems (ISO/IEC 27001)</a>
			<a href="#">IAF MD15 Collection of Data to Provide Indicators of Management System Certification Bodies' Performance</a>
			<a href="#">IAF MD16 Application of ISO/IEC 17011 for the Accreditation of Food Safety Management Systems (FSMS) Certification Bodies</a>
			<a href="#">IAF MD17 Witnessing Activities for the Accreditation of Management Systems Certification Bodies</a>
			<a href="#">IAF MD20 General Competence of AB Assessors</a>
<b>Certification</b>	<b>Bodies</b>	ISO/IEC 17024	

<b>(Persons Certification)</b>		
<b>Certification</b>	<b>Bodies</b>	ISO/IEC 17065
<b>(Product Certification)</b>		
<b>Inspection Bodies</b>		ISO/IEC 17020

A toolkit for assisting CABs in the preparation towards accreditation is available under the following link:

<http://www.sadca.org/CABT/library/051.html>

## **APPLICATION**

Once the CAB has prepared all the documentation, it shall then fill the appropriate application form (as listed below) and the Self-Assessment Checklist and submit same with the Quality Manual and Procedures:

- Forms to be filled in by Testing and/or Calibration Laboratories:
  - Application form for Testing and/or Calibration, F3.15  
(<http://www.mauritas.org/files/Application%20Form%20for%20Non-Medical%20Laboratories.pdf>)
  - Self-Assessment Checklist, F3.23  
(<http://www.mauritas.org/logo.php>)
- Forms to be filled in by Medical Laboratories:
  - Application Form for Medical Laboratories, F3.16  
(<http://www.mauritas.org/files/Application%20Form%20for%20Medical%20Laboratories.pdf>)
  - Self-Assessment Checklist, F3.19  
(<http://www.mauritas.org/logo.php>)
- Forms to be filled in by Certification Bodies:
  - Application Form for Accreditation as Certification Bodies, F4.01  
(<http://www.mauritas.org/files/Application%20Form%20for%20Certification%20Bodies.pdf>)
  - Self-Assessment – Management Requirements, F4.10  
(<http://www.mauritas.org/logo.php>)

- Self- Assessment – Technical Requirements, F4.11  
(<http://www.mauritas.org/logo.php>)

## **FEES APPLICABLE**

Along with the application form, the CAB needs to submit the relevant application fees. Details of the application fees can be obtained from the following links:

- [Mauritius Accreditation Service \(Certification Body Accreditation Fees\) \(Amendment\) Regulations 2013](#)
- [Mauritius Accreditation Service \(Laboratory Accreditation Fees\) \(Amendment\) Regulations 2013](#)

## **GUIDANCE DOCUMENTS**

The CAB is also encouraged to consult all guidance documents available from MAURITAS:

- G1 – MAURITAS Assessments – A Guide for Laboratories,  
(<http://www.mauritas.org/files/G1.pdf>)
- G3 – Guidance to certification bodies applying for accreditation,  
(<http://www.mauritas.org/files/G3.pdf>)
- G4 – Measurement and Calibration Systems,  
(<http://www.mauritas.org/files/G4.pdf>)
- G5 – MAURITAS Fees – A Guide for Laboratories  
(<http://www.mauritas.org/files/G5.pdf>)
- G7 - MAURITAS Fees – A Guide for Certification Bodies  
(<http://www.mauritas.org/files/G7.pdf>)
- G8 – Guidance for MAURITAS assessors and technical experts, for certification body accreditation,  
(<http://www.mauritas.org/files/G8.pdf>)
- G9 - Determination of calibration intervals and re-calibration of measuring instruments  
- A guide for Laboratories and Inspection Bodies,

[http://www.mauritas.org/files/G9\\_l1.pdf](http://www.mauritas.org/files/G9_l1.pdf)

- G10 - Frequency of Participation in Proficiency Testing/ Measurement Audits/ Inter - Laboratory Comparison - A guide for Laboratories and Inspection Bodies,  
[http://www.mauritas.org/files/G10\\_l1.pdf](http://www.mauritas.org/files/G10_l1.pdf)
- G11 - Guidance for operating Collection Points attached to Medical Laboratories,  
[http://www.mauritas.org/files/G11\\_l1.pdf](http://www.mauritas.org/files/G11_l1.pdf)

## **HANDLING OF APPLICATION**

On receipt of the Application Form, Fee and Quality Manual, MAURITAS follows the steps as described in the Accreditation Process for laboratories ([http://www.mauritas.org/accreditation\\_process.php](http://www.mauritas.org/accreditation_process.php)) or for certification bodies ([http://www.mauritas.org/accreditation\\_process2.php](http://www.mauritas.org/accreditation_process2.php)), before granting Accreditation.

## **RIGHTS AND OBLIGATIONS OF CABs AND MAURITAS**

Once accreditation has been granted to a CAB, MAURITAS will proceed with the signature of the Contract Agreement binding both parties which includes a commitment by the CAB to continually fulfil all the requirements of the MAURITAS accreditation.

These requirements are included in the MAURITAS R series documents available from MAURITAS:

- R1 – Regulations to be met by certification bodies, inspection bodies and calibration and testing laboratories  
<http://www.mauritas.org/files/R1.pdf>
- R2 – Regulations to be met by applicant and accredited CAB's  
<http://www.mauritas.org/files/R2.pdf>
- R3 – Traceability of Measurement  
<http://www.mauritas.org/files/R3.pdf>
- R4 – Conditions for use of MAURITAS accreditation symbol  
<http://www.mauritas.org/files/R4.pdf>

Accredited CABs have the right to complain against MAURITAS' decisions or activities. They also have the right to object to the appointment of the nominated Team Leader, Assessor or Technical Expert. Valid reasons for such objection have to be provided in writing. In such cases, MAURITAS will endeavor to offer an alternative.

All applicants are expected to comply with all regulations after they have applied for accreditation.

MAURITAS also ensures that changes in its procedures and regulations are notified to its accredited facilities and the latter are given reasonable time frame to bring the changes required. The time frame is decided after consultation, discussion and agreement at the level of the MAURITAS Advisory Council (MAC). Alternatively, in specific cases, consultation, discussion and agreement can be done at the level of the respective Technical Advisory Committees.

For changes in the accreditation standards, MAURITAS notifies its accredited CABs of the agreed transition period defined by ILAC, IAF and ISO. MAURITAS will then verify implementation of same within the next visit.

### **LOGGING AND HANDLING OF COMPLAINTS AND APPEALS**

All complaints and appeals should be addressed to the Director, MAURITAS who will forward them to the Quality Manager. The latter will then acknowledge receipt of the complaint or appeal, in writing, to the complainant or appellant. For a complaint or appeal to be considered as valid:

- i. They shall be received within 30 days of the event that caused the appeal or complaint;
- ii. They shall be in writing;
- iii. They shall be based on first-hand information;
- iv. The complainant shall be identified and

The substance of the complaint or the appeal shall be clearly understood.

Complaints received by MAURITAS are processed without undue delay after being validated by an ad-hoc committee. Complaints are only accepted if they are relevant to MAURITAS or to the accredited activities of a MAURITAS accredited body.

The MAURITAS staff members will investigate the complaints and will report the findings to the Director of MAURITAS who will then inform the organizations concerned. In some cases, there might be a need to establish a ‘Complaint Working Group’ for ensuring impartiality, independence and technical knowledge.

Appeals against MAURITAS’ decision are treated following the provisions of Section 12 of the MAURITAS Act (<http://www.mauritas.org/files/MauritasAct.pdf>).

### **RELATED BODIES**

MAURITAS has been established as a department within the Ministry responsible for the subject of Industry. The Conformity Assessment Bodies accredited by MAURITAS come from both the public and private sectors. In addition, there are Conformity Assessment Bodies operating as departments and parastatal bodies under the Ministry of Industry. In order to safeguard impartiality, MAURITAS has identified, analyzed and documented its relationship with related bodies and the measures proposed to mitigate associated risks as documented in the table below:

<b>Related Body</b>	<b>Type</b>	<b>Relationship</b>	<b>Risk</b>	<b>Risk Elimination</b>
1. Assay Office	Government Laboratory and Inspection Bodies	Reports to the same Top Management as MAURITAS	Perceived preferential treatment	Ensure that Top Management of Parent Ministry is not involved in accreditation-decision making of MAURITAS
2. Legal Metrology Service	Government Laboratory & Inspection Body	Funds allocated by the same Central Government to the Commerce Division	Perceived Interference/Pressure with accreditation process and decision making	
3. Mauritius	Parastatal	Governed by a	Perceived	

Standards Bureau (MSB)	Laboratory, Inspection Body and Certification Body	Board appointed and chaired by the same Top Management as MAURITAS	preferential treatment	
4. Mauritius Sugar Cane Industry Research Institute, Mauritius Cane Industry Authority	Parastatal Laboratory	Governed by a Board appointed by Ministry of Agro-Industry and Food Security	No perceived preferential treatment	-
5. Plant Pathology Laboratory, Food & Agricultural Research and Extension Institute	Parastatal Laboratory	Governed by a Board appointed by Ministry of Agro-Industry and Food Security	No Perceived preferential treatment	
6. Food Technology Laboratory	Government Department	Funds allocated by the same Central Government to the Ministry of Agro-Industry and Food Security	Perceived Interference/Pressure with accreditation process and decision making	Ensure that Top Management of Parent Ministry is not involved in accreditation-decision making of MAURITAS
7. Albion Fisheries Research Centre	Government Department	Funds allocated by the same Central Government to the Ministry of Ocean	Perceived Interference/Pressure with accreditation process and decision	



		Economy, Marine Resources, Fisheries & Shipping	making	
8. National Environment Laboratory	Government Department	Funds allocated by the same Central Government to the Ministry of Social Security, National Solidarity and Environment and Sustainable Development	Perceived Interference/Pressure with accreditation process and decision making	
9. Wastewater Laboratory	Parastatal Laboratory	Governed by a Board appointed by Ministry of Energy and Public Utilities	No Perceived preferential treatment	-
10. Central Water Authority	Parastatal Laboratory	Governed by a Board appointed by Ministry of Energy and Public Utilities	No Perceived preferential treatment	-
11. Forensic Science laboratory	Government Department	Funds allocated by the same Central Government to the Prime Minister's	Perceived Interference/Pressure with accreditation process and decision	Ensure that Top Management of Parent Ministry is not involved

		Office	making	in accreditation-
12. Government Analyst Division	Government Department	Funds allocated by the same Central Government to the Ministry of Health and Quality of life	Perceived Interference/Pressure with accreditation process and decision making	decision making of MAURITAS
13. Central Health Laboratory	Government Department	Funds allocated by the same Central Government to the Ministry of Health and Quality of life	Perceived Interference/Pressure with accreditation process and decision making	

**FINANCIAL SUPPORT**

MAURITAS operates under a Vote Item of the Line Budget of the Ministry of Industry which is adopted by the National Assembly every financial year. Financial resources are also derived from funding received from development partners. As such, MAURITAS operates under certain limitations including financial and human resources.