



Evaluation form – Selection of Assessors/Technical Experts

Issue No. 2
Revision No. 4
Date: October 2021

F1.06

Evaluation for:

Team Leader

Assessor

Technical Expert

Name	
Accreditation Scheme (Please tick)	Laboratory <input type="checkbox"/> Certification <input type="checkbox"/> Inspection <input type="checkbox"/>
Field (Laboratory)	
Technical Area (Certification Body)	
Inspection Field (Inspection Body)	

A.1 Scoring system for evaluating the qualifications and experience of Assessors and Technical Experts

This scoring system is to be used to provide a first measure of a candidate's suitability for assessment duties. It shall always be supplemented by knowledge gained from any interviews held, performance at training courses and personal contact.

Team Leaders will normally be expected to hold a minimum total of 9 credits, with a minimum of 2 resulting from qualifications and a minimum of 7 resulting from experience.

Assessors shall score a minimum total of 7 credits with a minimum of 1 resulting from qualifications and a minimum of 6 resulting from experience.

Technical Experts will normally be expected to hold a minimum total of 6 credits with a minimum of 1 resulting from qualifications and a minimum of 5 credits from experience in the relevant field.



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A.2 Qualifications

- (i) Undergraduate degree or equivalent qualification in
- a) relevant scientific/technological or other relevant discipline, score 2
- (ii) Membership of a professional institution, diploma/certificate or equivalent qualification in a relevant scientific/technological or other relevant discipline, score 1 credit
- (iii) For each postgraduate qualification in addition to (i) or (ii) above, score as follows;
- Postgraduate Certificate- 0.25 credit
 - Postgraduate Diploma – 0.5 credit
 - Masters Degree – 1 credit
 - Doctorate – 2 credits
- Total qualifications credits:**

A.3 Experience

- (i) Technical experience in science, engineering, technology, manufacturing, construction, maintenance or any other relevant area, score 1 credit for each year of experience with a maximum of 5 credits
- or**
- If 2 or more years of this experience has been in an Accreditation Body, score 7 credits
- (ii) If 2 or more years of this experience have been in calibration/testing/inspection/certification or some aspects of quality assurance, score 2 additional credits
- or,**
- If 2 or more years of this experience have been in a position with responsibility for quality assurance in a calibration/ testing laboratory or certification body or other organisation, score 3 additional credits
- (iii) If the experience has been in the assessment of management systems, score 1 additional credit
- or,**
- If 3 or more years of this experience have been in the assessment of calibration/testing laboratories or inspection bodies or certification bodies to an accreditation standard recognised by MAURITAS, score 2 additional credits
- Total experience credits:**
- Total credits (experience + qualifications):**

Name of evaluator:.....

Designation:.....

Signature:.....

Date:.....