

## Timeline for Applicant Laboratories

Process	Time Frame (Days)
<p><b>Application</b></p> <p>MAURITAS receives a Complete Application form from Laboratory with associated documents (Quality documentation and Self-Assessment Checklists) and the application fee.</p>	Day 01
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<p><b>Review of Quality documentation, Self-Assessment Checklist, Application Form and selection of assessors</b></p> <p>MAURITAS reviews the application form and verifies that the Quality documentation addresses all the key elements as specified in ISO/IEC 17025 or ISO 15189 and MAURITAS R Documents. This process lasts for a maximum of <u>3 MONTHS</u>.</p>	Day 90
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<p><b>Preliminary visit (Optional)</b></p> <p>After reviewing the Quality documentation, MAURITAS will inform the laboratory whether it is in a position to proceed with a preliminary visit, an initial assessment or it is not ready at all. The optional preliminary visit exercise is usually carried out by the Team Leader and Assessor(s) in <u>1 DAY</u>.</p>	Day 120
↓ (assuming that the lab is ready within 3 months)	
<p><b>Initial Assessment</b></p> <p>Based on the recommendations of the Team Leader on the Document review or the preliminary visit, the laboratory will inform MAURITAS when it is ready for an initial assessment. MAURITAS will then inform the lab of the initial assessment plan, the proposed Assessment Team and the assessment Fee. The initial assessment will normally last for <u>3 DAYS or more, depending on the scope of accreditation</u>.</p>	Day 210
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<p><b>Proposed Corrective actions submitted by CAB</b></p> <p>Within 1 month, the CAB shall provide any proposed corrective action along with the root cause analysis that they intend to implement in order to address the non-conformities raised during the initial assessment.</p>	Day 240
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<p><b>Acceptance by Assessors</b></p> <p>MAURITAS will then consult with the Assessment Team involved and within 1 week, the latter will confirm whether the non-conformities have been satisfactorily addressed. If not, the laboratory is given an additional 1 week to send to MAURITAS a new proposed corrective action to which the Assessment Team will take another 1 week for approval.</p>	Day 254(Max) Day 247 (Min)



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**Implemented Corrective Action**

Following the approval of Assessment Team on the proposed corrective actions, the laboratory has 3 months' time from the date of the assessment to submit to MAURITAS evidence for implementation of corrective actions for the non-conformities.

Day 344 (Max)  
Day 337 (Min)

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**Acceptance of Implemented Corrective Actions**

After receiving evidence of implemented corrective action, MAURITAS will again consult with the Assessment Team to confirm whether the non-conformities have been cleared within 1 week. If not, the laboratory is given an additional 1 week to send to MAURITAS a further evidence for the implemented corrective action to which the Assessment Team will take another 1 week for approval.

Day 365 (Max)  
Day 344 (Min)

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**Accreditation Report**

Upon satisfactory clearance of all non-conformities, within 1.5 months, the Team Leader will prepare the Accreditation report where he/she will present evidence of clearance of non-conformities. This Accreditation report will be submitted to the Accreditation Committee.

Recommendation for accreditation is also made to the Accreditation Committee.

Day 410 (Max)  
Day 389 (Min)

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**Accreditation Committee**

Based on the Accreditation report and on satisfactory evidence that the requirements of standards and regulations are being met, the Accreditation Committee will grant accreditation to the Laboratory.

Day 440(Max)  
Day 419 (Min)

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**Total**

Max: 440 days (15 months)  
Min: 419 days (14 Months)

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