

出國報告（出國類別：其他）

出席亞太實驗室認證聯盟（**APLAC**）

第**18**屆年會會議報告

服務機關：經濟部標準檢驗局

姓名職稱：陳介山 局長

張簡鴻儷 科長

派赴國家：澳洲 雪梨

出國期間：中華民國 101 年 12 月 1 日至 12 月 7 日

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## 摘要

亞太實驗室認證聯盟（APLAC）會議目的為提供認證組織訊息交流之論壇，促進對實驗室與檢驗機構認證之認證機構對話與交流，並期能提升認證機構會員之認證服務水準，建立並維持會員間的技術能力與相互信任，進一步促成多邊相互承認協議的發展。

本次年會為 APLAC 成立 20 週年年會，在主席 Ms. Chang Kwei Fern（新加坡認證機構張惠芬署長）主持下，相關重要決議包括：本次會員大會進行主席、理事會 4 名成員及相互承認協議委員會主席之改選；選舉結果由我國全國認證基金會（TAF）周念陵執行長當選主席，理事會成員分別由印度 NABL、紐西蘭 INAZ、香港 HKAS 及日本 JAB 代表當選理事會之成員，並由美國 A2LA 代表當選相互承認協議委員會 (MRA Council) 主席；在相互承認協議簽署部分，加拿大 QPM-LS 新簽署 ISO 15189 相互承認協議，越南 BoA 增項簽署 ISO 15189 相互承認協議，美國 ACLASS，增項簽署 ISO 17020 檢驗機構相互承認協議。

本次年會成功完成各項已設定議題之討論，並達成重要決定。

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## 壹、前言

「亞太實驗室認證聯盟 (Asia Pacific Laboratory Accreditation Cooperation, 簡稱 APLAC)」成立於 1992 年，為「亞太經濟合作會議」(APEC) 5 個專家區域團體 (SRB) 之一，其宗旨為建立並發展區域內認證機構間之相互承認協議 (MRA)，APLAC 其會員提供實驗室、檢驗機構及參考物質生產機構之認證服務，是由亞太地區國家認證機構組成的區域性認證組織。

APLAC 在國際合作部分，與 EA、IAAC、PAC 及 APMP 區域組織簽署 MOU，AFRAC 亦在近期簽署雙邊合作 MOU，加強與國際組織間之合作；在現有會員部分，目前共有來自 27 個經濟體的 38 個認證機構之正會員，最新加入之正會員為印度 NABCB，並有來自 5 個經濟體的 9 個認證機構為副會員，最新加入之副會員為不丹 NAFP，會員總數於全球認證區域團體中居冠。APLAC MRA 包含校正(Calibration)、測試(Testing)、檢驗(Inspection)、醫學(ISO 15189)以及參考物質生產機構(RMP)等共 5 項，來自 22 經濟體之 34 個認證機構正會員已簽署 APLAC MRA，本屆新增 1 個認證機構正會員 1 簽署 APLAC MRA；包括有 26 個正會員簽署校正領域 MRA、33 個正會員簽署測試領域 MRA、15 個正會員簽署檢驗領域 MRA、14 個正會員簽署醫學領域 (ISO 15189) MRA 及 5 個正會員簽署參考物質供應商 (RMP) MRA；我國中華民國實驗室認證體系 (為全國認證基金會之前身) 率先於 1995 年簽署合作備忘錄 (MoU)，並於 1997 年成為首批簽署校正、測試領域 MRA 之 7 個會員國之一，並陸續於 2005 年、2007 年分別簽署檢驗及醫學領域 MRA，目前，全國認證基金會 (TAF) 已簽署之 MRA 領域含括校正、測試、檢驗及醫學 4 大領域。

## 貳、目的

APLAC 會議主要目的為提供認證組織交流訊息之論壇，促進實驗室與檢驗機構的認證機構對話，包括認證相關機構間之活動交流，並期能提升認證機構會員之認證服務水準，建立並保持會員間的技術能力與相互信任，努力促成多邊相互承認協議進一步的發展。

財團法人全國認證基金會 (TAF) 與亞太地區認證機構互動頻繁，多年耕耘認證專業領域，累積人脈，TAF 除多方參與各項訓練課程、執行能力試驗及積極主辦 APLAC 相關國際活動外，並致力於推動減少重複測試，以促進貿易，奠定我國認證之國際地位。

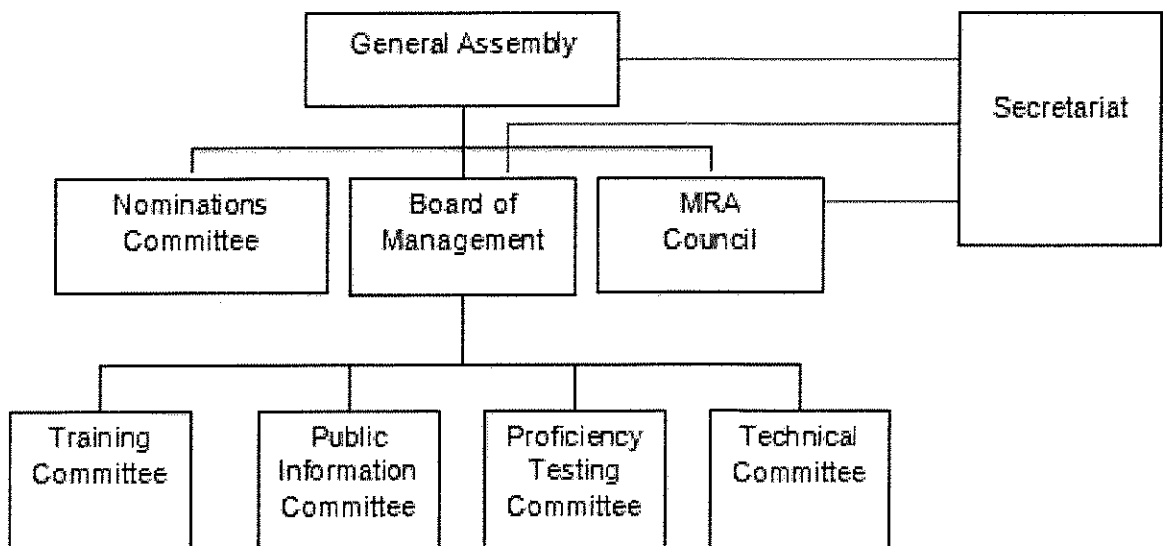
本局為建構符合國際規範及發展趨勢之認證環境，提升認證業務效能，依標準法第 14 條訂定「中華民國認證實施辦法」，推動前瞻技術認證機制研究發展、促進認證體系國際化、提升認證體系品質，為達成前揭任務目標，本局委託財團法人全國認證基金會有關國際化相關業務，並依法負有監督管理之責任，同時，為瞭解最新國際認證趨勢，本局每年均派員參加 APLAC 會議，藉由參加大會及各委員會會議，獲取國際間認證組織與實驗室認證相關資訊，建立並維持與各國以及各區域認證聯盟之良好關係，掌握國際認證合作動態，適時展現我國實驗室認證成果與專業，並分享國際認證組織最新發展趨勢資訊，期促使我國認證政策方向與認證業務發展同步，並與國際接軌。

## 參、過程

### 一、會議概述

APLAC 會員大會 (General Assembly) 為最高決策單位，每年舉辦 1 次會員大會，日常運作由秘書處負責，理事會 (Board of Management) 及相互承認協議委員會 (MRA Council) 會議則於年中再召開一次會議，每年舉辦 2 次會議。按往例，與大會同時召開之會議有：技術委員會 (Technical Committee)、能力試驗委員會 (Proficiency Testing Committee)、訓練委員會 (Training Committee)、提名委員會 (Nominations Committee) 及公共資訊委員會 (Public Information Committee)。本次 APLAC 第 18 屆年會暨相關委員會議由澳洲認證委員會 (National Association of Testing Authorities, Australia, 簡稱 NATA) 主辦，於 101 年 12 月 1 日至 7 日假澳洲雪梨 Crowne Plaza Hotel 舉行，超過 120 位代表認證機構與相關機構人員出席。

APLAC 之組織架構如下：



我國本次出席會議人員為本局陳介山局長及張簡鴻儷科長；財團法人全國認證基金會為周執行長念陵、陳副處長元貞及楊經理純如代表參加各項會議。

APLAC 第 18 屆年會暨相關委員會會議議程表如下：(詳如附件 1)

日期	時間	會議
12 月 1-2 日 (六、日)	08:30-17:30	理事會 Board of Management Meeting
12 月 3 日(一)	08:30-10:15	開幕典禮 Opening Ceremony
	10:30 - 12:30	研討會 Seminar for all members
	13:30 - 17:30	技術委員會 Technical Committee Meeting
12 月 4 日(二)	08:30-17:30	公共資訊委員會 Public Information Committee
	08:30-17:30	能力試驗委員會 Proficiency Testing Committee
12 月 5 日(三)	08:30-17:30	MRA 委員會 MRA Council Meeting
	17:30-19:00	MRA 簽署儀式 MRA Signing Ceremony
12 月 6 日(四)	08:30-12:30	MRA 委員會 MRA Council Meeting
	13:30-17:30	會員大會 General Assembly Meeting
12 月 7 日(五)	8:30-17:00	會員大會 General Assembly Meeting

## 二、會議重點摘要

### (一)、理事會(Board of Management)：

由 SAC Ms. Chang Kwei Fern 擔任主席並主持理事會討論。

1.理事會擬定之 APLAC 策略計畫近年實施成效良好，此次於 2012 年之策略

計畫中明定 5 年與 10 年計畫之策略規畫與 KPI、首要績效指標及追蹤指標並指明負責單位（如理事會、秘書處或委員會），以 APLAC 效益為發展重點目標，每 2 年審核一次其適用性，本次會議前已將策略計畫傳閱會員，由理事會於會員大會中提出並獲大會通過至 2022 年之策略計畫（詳如附件 2）。

2. APLAC 秘書處之內部稽核由技術委員會主席 Trace McInturff 於 2012 年 5 月 8 至 10 日執行，本次稽核發現有 1 項不符合事項（non-comformity），3 項關切問題（Concerns）及 22 項建議事項（Comments），秘書處將積極改善之。

## （二）、MRA 委員會 (MRA Council)：

由 IANZ Mr. Barry Ashcroft 擔任主席主持 MRA 委員會討論。

APLAC MRA 原有來自 22 個經濟體、34 個認證機構為簽署會員，本屆增加為 22 個經濟體、35 個認證機構：

### 1. 本次年會新增 MRA 新會員及增項簽署會員如下：

加拿大 QPM-LS: 新增新會員，簽署 ISO 15189 相互承認協議

越南 BoA: 現任 MRA 簽署會員，增項簽署 ISO 15189 相互承認協議

美國 ACLASS：現任 MRA 簽署會員，增項簽署 ISO 17020 檢驗機構相互承認協議。

### 2. 檢驗機構認證標準已修訂為 ISO/IEC 17020:2012，依據國際實驗室認證聯盟 (International Laboratory Accreditation Cooperation, ILAC) 大會決



議，APLAC MRA 會員應於 2015 年 3 月 1 日前完成轉換，並定期報告轉換進度；而醫學領域認證標準則已修訂為 ISO 15189:2012，依據 ILAC 大會決議，APLAC MRA 會員應於 2016 年 3 月 1 日前完成轉換，並定期報告轉換進度。

3. APLAC 申請加入 ILAC 檢驗領域 MRA，於去 (2012)年 3 月見證評估 NATA 及 IANZ，於矯正措施通過後，於 10 月 ILAC/IAF 巴西里約熱內盧大會中通過並簽署 ILAC 檢驗機構 MRA，成為 39 個 ILAC 檢驗機構 MRA 之一員，目前 APLAC 除校正與測試領域外，本次擴增檢驗機構領域成為 ILAC 之區域組織成員。
4. 我國全國認證基金會 TAF 業於去 (2012) 年向 APLAC 提出 RMP MRA 之申請，預計於本 (2013) 年 6 月初 APLAC 派評估小組來台進行重新評估時增項評估 RMP 項目，可樂觀預期 TAF 將於本年通過同儕評估，加入 APLAC RMP MRA。

### (三)、技術委員會 (Technical Committee) (會議資料詳如附件 3)

由 A2LA Mr. Trace McInturff 擔任主席主持技術委員會討論。

1. 技術委員會包括檢驗(召集人為 Mr. Raj Nathan, IAS/USA)、參考物質(召集人為 Mr. Wang ah Wong, HKAS/Hong Kong)、藥物測試(召集人為 Mr. Katsuo Kubono, JAB/Japan)、校正(召集人為 Mr. Douglas Leonard, 由 Mr. Ned Gravel 代表, L-A-B/USA)及亞太經濟合作會議電信相互承認任務小組(召集人為周念陵, TAF/台灣)及能力測試(召集人為 Ms. Martha

Meher, ema/Mexico) 6 個次級委員會，以及遠方及實地活動 (Remote & Field Activities) (召集人爲 Ms. Colleen Cotter, CALA/Canada)、測試之不確定度 (Uncertainty in Testing) (召集人爲 Mr. Yoshi Uematsu, JAB/Japan) 及軟體測試認證 (Accreditation of Software Testing) (召集人爲 Mr. Gum-Ho Choe, Kolas/korea) 3 個工作小組，會議中 6 次級委員會及 3 工作小組召集人分別報告各委員會與小組文件訂定與修正情形。

(四)、能力試驗委員會 (Proficiency Testing Committee) (會議資料詳如附件 4)

由 IAJapan Dr. Koichi Nara 擔任主席主持能力試驗委員會討論。

1. APEC APMP 代表對有關食品之能力試驗計畫提出說明。
2. 有關舉辦 LED 能力試驗是熱烈的討論議題，我國 TAF 代表說明曾經舉辦 LED 能力試驗之經驗供會員參考。
3. APLAC 加強與國際組織之技術合作，如與 APMP 合作量測追溯及能力試驗計畫，以及將與 PAC 聯合執行評估活動及共同發展相關文件。

(五)、公共資訊委員會 (Public Information Committee) (會議資料詳如附件 5)

由 ACLASS 代表 Mr. Roger Muse 擔任主席主持公共資訊委員會。

1. 提出 APLAC 標語 "Gateway to Global Acceptance"，並獲會員大會通過。
2. 討論使用 APLAC 標語的顏色、字型及形式，並將訂定使用之指引文件。

(六)、訓練委員會 (Training Committee) (會議資料詳如附件 5)

由中國合格評定國家認可委員會 CNAS 張明霞擔任主席主持討論。

1. APLAC 新進評估員之訓練課程於於去 (2012) 年 6 月 2 至 4 日假泰國曼谷舉行，共有來自 16 個認證機構會員之代表 21 人參加，講座包括 A2LA/USA 代表 Ms. Roxanne, CALA/Canada 代表 Ms. Colleen Cotter 及 IANZ/New Zealand 代表 Mr. Barry Ashcroft，學員具豐富經驗，包括具有生命科學測試、ISO 15189、自然科學測試、校正、檢驗及參考物質供應商背景之學員，課程反應熱烈，成效良好。
2. 提出 2013 年 ISO/IEC 17020:2012 及 ISO 15189:2012 之訓練需求，並將考慮未來實地訓練。
3. APLAC 訓練委員會文件「實驗室及檢驗機構評審員訓練課程指引」，APLAC TR001 " Guidelines on training course for laboratory and inspection body assessors" 已加入參考物質供應商評估員之要求後，並於 2011 年 10 月完成修正改版。
4. 案例研究資料庫 (Pool of Case studies) 於前揭新版 APLAC TR001 發行後已建置上網，性質屬認證機構間之內部文件，此資料庫將不斷加入新案例充實之，並組成工作小組維護資料庫。

(七)、會員大會 (General Assembly) (會議資料詳如附件 6)

由新加坡認證委員會 (SAC) 張署長惠芬擔任主席主持會員大會，共計有 4 個國際組織(ILAC、EA、PAC 及 APMP 等)、來自 37 個認證機構及相關機構 120 多位代表出席，年會中理事會、相互承認協議委員會、技術委員會、能

力試驗委員會、訓練委員會及公共資訊委員會分別將各委員會之重要結論向會員報告；除前揭各委員會主席報告各委員會重要決議外，本次年會尚包括以下議題：

1. 本次年會慶祝 APLAC 成立 20 週年，歷年 5 屆主席均受邀參加本次年會開幕典禮，因各位主席與會員之共同努力，始有 20 年有成今日之 APLAC，5 位歷任主席之任職期間如下，於會員大會中發表感言與祝辭，並接受會員對爾等過去之貢獻致敬：

Mr. John Gilmour (1996-1999)

Mr. Llewellyn Richard (2000-2002)

Mr. Peter Unger (2003-2004)

Mr. Anthony Russell (2005-2006)

Mr. Terence Chan (2007-2010)

2. 本次會員大會進行主席、理事會 4 名成員及相互承認協議委員會與各委員會主席改選；選舉結果由我國全國認證基金會（TAF）周念陵執行長獲選擔任主席，理事會成員分別由 Mr. Anil Relia(印度 NABL 代表)、Mr. Barry Ashcroft(紐西蘭 INAZ 代表)、Mr. W W Wong(香港 HKAS 代表)及 Mr. Yoshinobu Uematsu(日本 JAB 代表)當選理事會之成員，並由美國 A2LA 代表 Ms. Roxanne Robinson 當選相互承認協議委員會 (MRA Council) 主席，中國大陸 CNAS 代表張明霞續任訓練委員會主席，美國 A2LA 代表 Mr. Trace McInturff 續任技術委員會主席，日本 IAJapan 代表 Mr. Koichi Nara 續任能力試驗委員會主席，美國 ACLASS & FQS 代表 Mr. Roger Muse 續任公共資訊委員會主席。

3. APLAC 相對於其他區域組織領先發展之相互承認協議包括：參考物質供應商（Reference Material Producer，簡稱 RMP）相互承認協議、能力試驗執行機構（Proficiency Testing Provider，簡稱 PTP）相互承認協議及亞太經濟合作會議電信相互承認協議（APEC TEL New MRA）；目前 APLAC 是唯一提供 RMP MRA 的區域認證聯盟，有 5 個 APLAC 正會員，包括澳洲 NATA，中國大陸 CNAS，香港 HKAS，日本 IA JAPAN，美國 ACLASS 已簽署 APLAC RMP MRA，並有其它區域聯盟（如 EA、IAAC）成員申請 APLAC RMP MRA 之簽署。
4. 本（2013）年國際認證日主題為「認證促進世界貿易」（Accreditation Facilitating World Trade），各國認證組織將分別舉行慶祝活動。
5. 目前 APLAC 主要計算貨幣以美元（USD）為主要貨幣，但由於 70% 以上 APLAC 之花費均以澳幣（AUD）為主，為減少匯率兌換損失及買賣匯款之行政作業，並考量 ILAC 自 2010 年起轉換以澳幣為主要貨幣且無主要問題產生，會員大會決議通過自 2014 年起將以澳幣（AUD）作貨幣計算基礎。
6. 通過 2014 年與 2015 年與太平洋認證合作組織(Pacific Accreditation Cooperation, PAC)聯合舉辦年會，並將由理事會規畫詳細之會議時程。至於 2015 年後是否再將再舉辦聯合年會，將再進行討論表決之。

## 肆、心得及建議

- 一、我國長期耕耘與培養參與國際會議人員，建立人脈，已有顯著成效，本次全國認證基金會周念陵執行長當選 APLAC 主席，即為我國長期參與國際認證事務、辦理能力試驗活動、同儕評估、訓練課程、參加各技術委員會會議及各項國際活動，以及協助發展中之他國認證機構建立新的認證領域獲得肯定之證明，實屬一步一腳印之耕耘成果。
- 二、APLAC 會員大會為各國認證機構間之活動，本局為權責主管機關，參加本會議，除能加強瞭解 APLAC 之運作情形及國際組織認證發展之最新趨勢，並與其他認證機構及其主管機關代表建立良好關係，亦可展現我國權責主管機關對認證機構之支持與彼此間之密切合作，有助於認證新趨勢之掌握。
- 三、我國全國認證基金會 TAF 業於今（2012）年向 APLAC 提出 RMP MRA 之申請，預計於本（2013）年 6 月初 APLAC 派評估小組來台進行重新評估時增項評估 RMP 項目，並可望於同儕評估後加入 APLAC RMP MRA，目前 APLAC 已有 NATA、HKAS、CNAS、IAJapan、ACCLASS & FQS 5 個正會員簽署參考物質供應商（RMP）MRA，在 TAF 多年努力下，可望於本（2013）年加入 APLAC（RMP）MRA 之正會員，使我國成為第 6 個簽署參考物質供應商之會員，在認證專業領域拓展上更上一層樓。
- 四、APLAC MRA 領域目前含括校正(Calibration)、測試(Testing)、檢驗(Inspection)、醫學(ISO 15189)以及參考物質生產機構(RMP)等 5 項，目前正準備擴增 APLAC MRA 至能力試驗執行機構（PTP）MRA，TAF 於 2007 年 9 月起開放本認證領域，正式接受能力試驗執行機構之認證申請，目前已

有 10 家機構通過校正及(或)測試領域之認可登錄,如 TAF 順利於本(2013)年通過 APLAC 參考物質生產機構(RMP)同儕評估,更可密切注意及準備下一階段 APLAC PTP MRA 之發展,以得先機。

五、本(2013)年 5 月 20 日之國際認證日主題為「認證促進世界貿易」

(Accreditation Facilitating World Trade),各國認證組織將就此主題分別舉行慶祝活動。

六、第 19 屆 APLAC 年會,將由越南認證機構 BoA 主辦,時間為本(2013)年 9 月 7 日至 13 日,地點為 Furama Resort, Danang City; 2014 年第 20 屆年會將於墨西哥舉行,由墨西哥認證機構 ema 主辦,2015 年第 21 屆年會將於斯里蘭卡舉行,由斯里蘭卡認證機構 SLAB 主辦。

七、我國之符合性評鑑及認、驗證架構平台配合國際認證發展趨勢及業務發展,已建立完善並符合國際規範之認證架構,深具認證專業與可信度,未來對國際事務之辦理與參與更應培養具專業、有潛力之國際事務人才,擴大我認證專業之國際空間,增加國際社會之能見度,持續維持我國認證領先之成果與發揮影響力。

## 伍、APLAC 會議相關照片



第 18 屆 APLAC 年會與會人員合照



第 18 屆 APLAC 年會大會會場



## 陸、附件

- 附件 1     **APLAC 第 18 屆年會暨相關委員會會議議程**
- 附件 2     **APLAC 策略計畫**
- 附件 3     **技術委員會會議**
- 附件 4     **能力試驗委員會會議**
- 附件 5     **公共資訊委員會**
- 附件 6     **訓練委員會會議**
- 附件 7     **會員大會會議**



**附件 1      APLAC 第 18 屆年會暨相關委員會議程**





APLAC 2012  
Eagles Beach, Jersey

# APLAC 2012 Meeting Program



## Saturday | 1 December 2012

0830 - 1015	Board of Management Meeting	Boardroom, Level 1
1015 - 1030	Morning Tea	<i>Boardroom, Level 1</i>
1030 - 1230	Board of Management Meeting	Boardroom, Level 1
1230 - 1330	Lunch	<i>Bluesalt Restaurant</i>
1330 - 1515	Board of Management Meeting	Boardroom, Level 1
1515 - 1530	Afternoon Tea	<i>Boardroom, Level 1</i>
1530 - 1730	Board of Management Meeting	Boardroom, Level 1

## Sunday | 2 December 2012

0830 - 1015	Board of Management Meeting	Boardroom, Level 1
1015 - 1030	Morning Tea	<i>Boardroom, Level 1</i>
1030 - 1230	Board of Management Meeting	Boardroom, Level 1
1230 - 1330	Lunch	<i>Bluesalt Restaurant</i>
1330 - 1515	Board of Management Meeting	Boardroom, Level 1
1515 - 1530	Afternoon Tea	<i>Boardroom, Level 1</i>
1530 - 1730	Board of Management Meeting	Boardroom, Level 1

## Monday | 3 December 2012

0830 - 1015	Opening Ceremony	Oceanic Ballroom, Ground Floor
1015 - 1030	Morning Tea	<i>Oceanic Ballroom Foyer</i>
1030 - 1230	Seminar for all members	Oceanic Ballroom, Ground Floor
1230 - 1330	Lunch	<i>Ocean View Court</i>
1330 - 1515	Technical Committee Meeting	Oceanic Ballroom, Ground Floor
	Training Committee Meeting	Scarborough & Alexander Combined Rooms
1515 - 1530	Afternoon Tea	<i>Oceanic Ballroom Foyer</i>
1530 - 1730	Technical Committee Meeting	Oceanic Ballroom, Ground Floor
	Training Committee Meeting	Scarborough & Alexander Combined Rooms
<b>1800 - 2000</b>	<b>Welcome Reception</b>	<b>Oceans Bar, Crowne Plaza Coogee</b>

## Tuesday | 4 December 2012

0830 - 1015	Proficiency Testing Committee Meeting	Oceanic Ballroom, Ground Floor
	Public Information Committee Meeting	Scarborough & Alexander Combined Rooms
1015 - 1030	Morning Tea	<i>Oceanic Ballroom Foyer</i>
1030 - 1230	Proficiency Testing Committee Meeting	Oceanic Ballroom, Ground Floor
	Public Information Committee Meeting	Scarborough & Alexander Combined Rooms
1230 - 1330	Lunch	<i>Ocean View Court</i>
1330 - 1515	Proficiency Testing Committee Meeting	Oceanic Ballroom, Ground Floor
	Public Information Committee Meeting	Scarborough & Alexander Combined Rooms



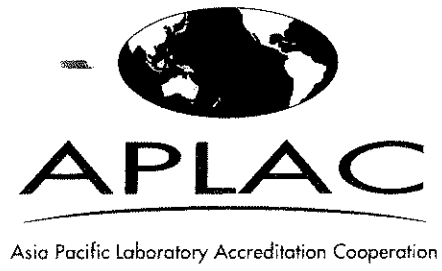
1515 - 1530	Afternoon Tea	<i>Oceanic Ballroom Foyer</i>
1530 - 1730	Proficiency Testing Committee Meeting	Oceanic Ballroom, Ground Floor
	Public Information Committee Meeting	Scarborough & Alexander Combined Rooms
<b>Wednesday   5 December 2012</b>		
0830 - 1015	MRA Council Meeting	Oceanic Ballroom, Ground Floor
1015 - 1030	Morning Tea	<i>Oceanic Ballroom Foyer</i>
1030 - 1230	MRA Council Meeting	Oceanic Ballroom, Ground Floor
1230 - 1330	Lunch	<i>Ocean View Court</i>
1330 - 1515	MRA Council Meeting	Oceanic Ballroom, Ground Floor
1515 - 1530	Afternoon Tea	<i>Oceanic Ballroom Foyer</i>
1530 - 1730	MRA Council Meeting	Oceanic Ballroom, Ground Floor
1730 - 1900	MRA Signing Ceremony	Oceanic Ballroom, Ground Floor
<b>1900 - 2300</b>	<b>Conference Dinner</b>	<b>Coogee Surf Life Saving Club</b>
<b>Thursday   6 December 2012</b>		
0830 - 1015	MRA Council Meeting	Oceanic Ballroom, Ground Floor
1015 - 1030	Morning Tea	<i>Oceanic Ballroom Foyer</i>
1030 - 1230	MRA Council Meeting	Oceanic Ballroom, Ground Floor
1230 - 1330	Lunch	<i>Ocean View Court</i>
1330 - 1515	General Assembly Meeting	Oceanic Ballroom, Ground Floor
1515 - 1530	Afternoon Tea	<i>Oceanic Ballroom Foyer</i>
1530 - 1730	General Assembly Meeting	Oceanic Ballroom, Ground Floor
<b>Friday   7 December 2012</b>		
0830 - 1015	General Assembly Meeting	Oceanic Ballroom, Ground Floor
1015 - 1030	Morning Tea	<i>Oceanic Ballroom Foyer</i>
1030 - 1230	General Assembly Meeting	Oceanic Ballroom, Ground Floor
1230 - 1330	Lunch	<i>Ocean View Court</i>
1330 - 1515	General Assembly Meeting	Oceanic Ballroom, Ground Floor
1515 - 1530	Afternoon Tea	<i>Oceanic Ballroom Foyer</i>
1530 - 1700	General Assembly Meeting	Oceanic Ballroom, Ground Floor





## 附件 2 APLAC 策略計畫





## **APLAC STRATEGIC PLAN 2022**

**PURPOSE**

This document sets out the APLAC Strategic Plan, detailing 5 year and 10 year goals. This is a dynamic document that will be reviewed at least every two years to ensure its currency.

**AUTHORSHIP**

This document has been written by the APLAC Board of Management.

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**FURTHER INFORMATION**

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## 1. INTRODUCTION

The Asia-Pacific Laboratory Accreditation Cooperation (APLAC) is formed by accreditation bodies for laboratories, inspection bodies, reference material producers and related activities, and by other organisations interested in accreditation in the Asia-Pacific and neighbouring regions. APLAC was established in 1992 and formalised in 1995 through the signing of a Memorandum of Understanding by 20 accreditation bodies. It was incorporated in New Zealand in 2006 when its Constitution was adopted.

APLAC is an independent organisation and its operation is fully funded by its members through paying yearly fees. All members agree to abide by the APLAC Code of Ethics APLAC SEC 042. The highest decision making body of APLAC is its General Assembly. Routine decision making is delegated to the Board of Management (BoM). Work is carried out by its members through its MRA Council and five Committees. Secretariat support is provided by the APLAC Secretariat.

APLAC's objectives, as detailed in its Constitution APLAC SEC 052, can be summarised as follows:

1. To provide a forum for members and interested parties to exchange information, carry out discussion and to provide assistance.
2. To improve the standard of accreditation services offered by its accreditation body members through cooperation, including MRA evaluations, publication of documents, organisation of proficiency testing programs, organisation of training courses and workshops, etc.
3. To develop and promote its Mutual Recognition Arrangement.
4. To cooperate with other organisations with similar or complementary objectives.

The APLAC Mutual Recognition Arrangement (MRA) is an international multilateral recognition arrangement for accreditation of laboratories, inspection bodies and reference material producers and others as agreed by APLAC. Signatories to the MRA are required to comply with the international standard for accreditation bodies and other requirements adopted by the APLAC MRA Council. The APLAC MRA emphasises technical competence, rigour of evaluation, effective performance monitoring and credibility. Signatories to the APLAC MRA are deemed equally reliable and therefore accept endorsed reports and certificates of accredited activities issued by other MRA signatory organisations and recommend other parties to do the same.

APLAC contributes to and supports the objectives and activities of ILAC.

## 2. APLAC STRATEGIC PLAN 2022

2.1 To keep pace with the evolving global accreditation and conformance landscape, APLAC has reviewed its vision and mission (objectives) and has revised its Strategic Plan developed in 2009 to ensure that it stays relevant to its members and stakeholders.

### 2.2 APLAC's Vision

To be a leading and respected authority providing reliable regional and global solutions for the recognition of technical competence.

### 2.3 APLAC's Mission

To provide the regional forum in the Asia Pacific for building and promoting accreditation systems through capability and confidence building activities including mutual recognition arrangements at the regional and global level.

## 3. **STRATEGIC OUTCOMES & RELATED STRATEGIES**

Guided by its vision and mission, APLAC has determined its strategic outcomes and identified key strategies to reach its goals for the next 5 and 10 years.

### 3.1 **The three Strategic Outcomes and related strategies are determined as follows:**

#### a. **Strong Membership Dynamics**

Strategy 1: Fostering and enhancing members' capabilities  
Strategy 2: Strengthening APLAC and its global influence

#### b. **Effective Mutual Recognition Arrangement (MRA)**

Strategy 3: Strengthening and extending the APLAC MRA

#### c. **Recognition by Stakeholders**

Strategy 4: Supporting members to engage their stakeholders  
Strategy 5: Strengthening stakeholders engagement  
Strategy 6: Forging partnerships

3.2 Initiatives and work items under each strategies and goals for next 5 and 10 years are as follows:

Key Initiatives		Responsibilities	
5-Year Goals (KPIs)		10-Year Goals (KPIs)	
<b>Strategy 1: Fostering and enhancing members' capabilities</b>			
<p>a. Plan for APLAC leadership succession</p>	<p>Identify two or three potential candidates for the key executive positions.</p>	<p>-</p>	<p>BoM; All Committee Chairs</p>
<p>b. Increase the participation of APLAC members in APLAC activities</p> <ul style="list-style-type: none"> <li>i. Review the membership structure of the committees;</li> <li>ii. Identify and implement initiatives to overcome language barriers;</li> <li>iii. Preserve the APLAC culture of mutual support and understanding</li> </ul>	<ul style="list-style-type: none"> <li>i. On-going</li> <li>ii. Implement pre-conference briefings prior to GA week to assist members identify key issues at scheduled meetings.</li> <li>iii. On-going</li> </ul>	<p>-</p>	<p>All Committee Chairs; APLAC Members</p>
<p>c. Support the capability development of accreditation body members, in terms of the breadth and effectiveness of their accreditation services</p> <ul style="list-style-type: none"> <li>i. Training</li> <li>ii. Knowledge transfer</li> <li>iii. Opportunities to represent APLAC</li> </ul>	<p>A decrease in the number of evaluation compliance issues (non-conformities &amp; concerns) of members.</p>	<p>MRA capability available in each APLAC economy, where applicable</p>	<p>BoM, MRA Council, Training Committee, Technical Committee and Proficiency Testing Committee</p>



Key Initiatives		5-Year Goals (KPIs)	10-Year Goals (KPIs)	Responsibilities
<p>d. Operational and Financial Stability of APLAC</p> <ul style="list-style-type: none"> <li>i. Maintain specified reserve level</li> <li>ii. Provide efficient secretariat services to members</li> </ul>		<ul style="list-style-type: none"> <li>i. Retained earnings maintained at no less than 100% of annual operating costs</li> <li>ii. Contemporary Deed of Agreement with the provider of secretariat services</li> </ul>	-	BoM, Secretariat
<b>Strategy 2: Strengthening APLAC and its global influence</b>				
a.	Enhance the influence of APLAC and its members in ILAC activities and decisions	Consider continuity of APLAC representation while maintaining at least three ILAC EC positions.	Ongoing effective representation and influence at ILAC	BoM; APLAC Members
b.	Work closer with other regions with common members	Improve efficiency of joint evaluations with IAAC and PAC.	-	BoM; Secretariat: All Committees;
c.	Retention of membership	Understand the rationale and strengthen the value for common members of APLAC and IAAC to maintain joint membership	-	BoM; All Committees
d.	Engage potential new members from our region and increase the APLAC membership	New members from Cambodia, Laos, Myanmar, Chile, Bhutan, Nepal, Azerbaijan	100% membership in our region	BoM; APLAC Members

**Key Initiatives**      **5-Year Goals (KPIs)**      **10-Year Goals (KPIs)**      **Responsibilities**

**Strategy 3: Strengthening and extending APLAC MRA**

<p>a. Retain and expand the recognition of APLAC as an ILAC-recognised region</p>	<p>ILAC recognition of all APLAC MRA programs</p>	<p>-</p>	
<p>b. Continue expanding the scope of the APLAC MRA to satisfy the needs of members</p>	<p>At least one new area added to the MRA scope, e.g. PT providers, MI, R&amp;D</p>	<p>-</p>	<p>MRA Council</p>
<p>c. Improve quality and effectiveness of APLAC MRA</p>	<p>Retain ILAC recognition; Improved stakeholder recognition</p>	<p>-</p>	<p>MRA Council; APLAC Members</p>
<p>d. All APLAC full members are signatories to the APLAC MRA for all the relevant accreditation services that they provide</p>	<p>80%</p>	<p>100%</p>	<p>APLAC Members</p>

**Strategy 4: Supporting members to engage their stakeholders**

<p>a. Provide targeted resources such as materials and/or people, to assist members in engaging stakeholders:</p> <ul style="list-style-type: none"> <li>i. Visit/present at key forums;</li> <li>ii. Visit to regulators or key stakeholders with support of APLAC members</li> <li>iii. Encourage and support World Accreditation Day</li> </ul>	<p>Update existing resources. Two new products</p>	<p>-</p>	<p>PIC; MRA Council; Secretariat; APLAC Members</p>
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Key Initiatives		5-Year Goals (KPIs)	10-Year Goals (KPIs)	Responsibilities
b.	APLAC Seminars (and as part of GA) to invite key stakeholders	On-going	-	BoM; PIC in collaboration with other committees
c.	APLAC Website / News notes	On-going	-	Secretariat; PIC
<b>Strategy 5: Strengthening stakeholders engagement</b>				
a.	High level effective liaison with key complementary organisations such as: APEC SCSC, APEC TEL, ACCSQ, etc	Identification of relevant liaison and coordinated strategy for engagement	-	BoM; APLAC Secretary
b.	Enhance stakeholder involvement in APLAC activities including: <ul style="list-style-type: none"> <li>i. Observers to evaluations</li> <li>ii. Observers to MRA Council meeting &amp; other meetings</li> </ul>	Silver jubilee celebration of APLAC - to invite other regions & key stakeholders  On-going	-	BoM; MRA Council; PIC; Committees; APLAC Members
c.	Maintain and enhance relationships with the other APEC Specialist Regional Bodies	See above for PAC; More technical involvement with APMP; Effectiveness of APEC SRB Forum	-	BoM, Technical Committee & Proficiency Testing (APMP); MRA Council (PAC); PIC (PAC).
d.	Comprehensive acceptance by all stakeholders of accreditation, of the APLAC/ILAC MRA and of APLAC initiatives	Increased recognition by stakeholders. Three new good success stories from our region.	-	APLAC Members; BoM; MRA Council; PIC

**Key Initiatives**      **5-Year Goals (KPIs)**      **10-Year Goals (KPIs)**      **Responsibilities**

**Strategy 6: Forging partnerships**

<p>a. Offering support and building alliances with developing regions, e.g. AFRAC, ARAC, Central Asia</p>	<p>Existing MOUs with regions extended to include developing regions. Supporting activities could include training assistance, provision of team leaders, attendance at each other's annual meetings</p>	<p>-</p>	<p>BoM, Committees</p>
<p>b. Deepening cooperation and liaison with ILAC and regional bodies such as EA, IAAC, PAC and APMP</p>	<p>Attend meeting; cross-training; PT participation</p>	<p>-</p>	<p>BoM; MRA Council (common membership); Committee Chairs; APLAC Chair annual meetings with Chairs of IAAC, PAC, APMP</p>
<p>c. Closer operational engagement with IAAC and PAC regarding common membership, e.g. seamless joint evaluations, common position at ILAC and joint ILAC/ IAF forums</p>	<p>i. Half of those with common membership (APLAC and IAAC) having joint evaluations                  ii. Defined set of protocols for combined evaluations in place                  iii. Joint APLAC/PAC Meetings</p>	<p>Joint MLA/MRA session with PAC.</p>	<p>BoM; MRA Council</p>

#### **4. RESPONSIBILITY**

The APLAC Board of Management is responsible for setting up work plans to achieve the goals, through assigning work to the APLAC Committees and coordinating with the APLAC MRA Council. The MRA Council and Committees shall organise their work and resources, including assigned budgets, to complete the assigned tasks within the agreed time. Where necessary, the committees may need to amend their terms of reference.

The Committees and MRA Council shall report to each BoM meeting, or more often if necessary, on the progress of their work. The BoM shall review the achievement of the goals and make appropriate adjustments to the work plans where necessary.

The MRA Council and Committees may continue to work on issues they initiate themselves and which contribute to achieving the goals of APLAC. Where appropriate, the BoM may also set up ad hoc working groups to carry out specific tasks, and invite members to nominate representatives to join such groups.

The BoM shall report to the General Assembly on the progress in achieving the goals and seek its agreement to any changes to the goals.

#### **5. REVIEW OF THIS PLAN**

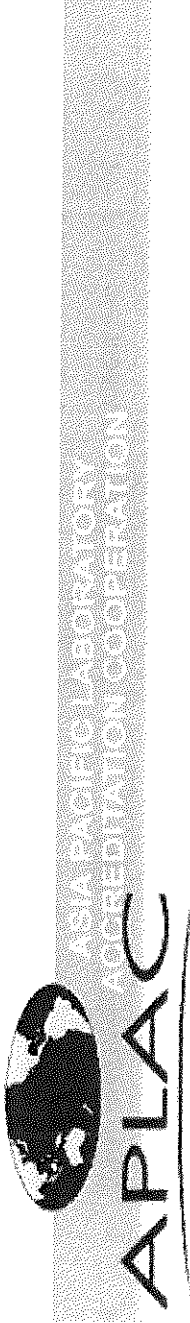
The BoM shall review this strategic plan at least once every two years and propose amendments for approval by the General Assembly in a meeting or through correspondence.



### 附件 3 技術委員會會議







**APLAC TECHNICAL COMMITTEE**

**18<sup>th</sup> Meeting – Sydney**

**AGENDA**

**Date and Venue**

**On: Monday 3 December 2012, 13:30 pm to 17:30 pm**

**At: Crown Plaza Coogee Beach, Sydney, AUSTRALIA**

Item	Subject	Information/Discussion/Open Action Items	Responsible Person	Document(s)
<b>1</b>	<b>Opening of the meeting</b>			
1.1	Introductions		All	
<b>2</b>	<b>Membership of APLAC Technical Committee</b>			
2.1	Review and confirmation of membership of APLAC Technical Committee	<p>Membership in Bali (2009) was confirmed through 2012. TC membership needs to be reconfirmed for three (3) more years at this meeting.</p> <p>The latest issue of SEC 029, Issue 54 10/2011 is being circulated. Please confirm the relevant information and confirm your membership through to APLAC 2015. If a change in AB staff is needed, please make change on list and forward the change request to me</p>		APLAC SEC 029, Issue 54 10/2011

		<p>at <a href="mailto:tmcinturff@AZLA.org">tmcinturff@AZLA.org</a>. Per ToR must the following qualifications:</p> <ul style="list-style-type: none"> <li>• Tertiary qualification in a technical or science discipline</li> <li>• Direct technical work experience</li> <li>• Be prepared to attend meetings and to actively contribute to the work of the technical committee.</li> </ul>		
2.2	Introduction of Alternates			
2.3	Apologies			
<b>3</b>	<b>Adoption of the Agenda</b>	<p>Please review the agenda and provide any necessary feedback at the meeting. Any "other business" should also be notified at this time.</p> <p>Reminder: Members are reminded that their participation on Subcommittees/Working Groups is essential for completing the necessary work in the SC/WG to benefit APLAC Community. If on a SC/WG, please be sure you are providing input/feedback in timely fashion. If you are identified on SC/WG but no longer wish to be, please let the Convener know so that we can seek another AB staff. For those AB staff on SC/WG not at this meeting, AB staff is asked to convey this message to your staff.</p>		APLAC TC (12) 01
<b>4</b>	<b>Minutes of Manila TC Meeting</b>	<p>Minutes sent out for comment and finalized.</p>		<a href="#">APLACTC(12)02 Manila Minutes.doc</a>
<b>5</b>	<b>Terms of Reference</b>	<p>ToR was confirmed in Bali (2009); update confirmed in Osaka.</p>		<a href="#">APLACTC(12)03 ToR for TC.doc</a>

	Terms of Reference for Subcommittees of TC	TC confirmed the ToR's in Bali (2009).	Subcommittee Chairs	See individual Subcommittee/Working Group Status Document.
<b>6</b>	<b>Liaison and Cooperation with Other International Organizations</b>			
6.1	ILAC Accreditation Committee (AIC) Report	AIC report from Prague & Rio.	Trace McInturff	<u>APLAC TC(12)04 REPORT TO APLAC BOARD OF MANAGEMENT - ILAC AIC Mid Year 2012.docx</u>
6.2	EA LC Report		???	<u>APLAC TC(12)05 REPORT TO APLAC BOARD OF MANAGEMENT - ILAC AIC - Rio - Oct 2012.docx</u>
6.3	ISO Standards update	Brief updates on ISO standards currently under review/revision.  <b>ISO/IEC 17020:2012</b> From ILAC/IAF in Rio:  <b>ILAC Resolution GA 16.23</b> <i>As agreed by the ILAC membership in ballot 'Rationale for the proposed Period of Transition to ISO/IEC 17020:2012' conducted in July 2012, the transition period for the implementation of ISO/IEC 17020:2012 Conformity assessment – Requirements for the operation of various types of inspection bodies performing inspection will expire on 1 March 2015. At this time, all accreditation certificates issued (as described and defined in ISO/IEC 17011) must reference the 2012 edition</i>	Trace McInturff	

		<p>of ISO/IEC 17020. Compliance will be determined during normal surveillance or reassessment activities or as a separate activity.</p> <p>After March 1, 2015, inspection bodies accredited to the previous version of ISO/IEC 17020 will not be recognized under the ILAC Arrangement.</p> <p><b>ISO/IEC 17065:2012</b></p> <p><b>IAF Resolution 2012-09 – Transition Period for ISO/IEC 17065 -</b>  <i>The General Assembly, acting on the recommendation of the Technical Committee, resolved that the transition period for ISO/IEC17065:2012 be three years from the date of publication.</i></p> <p><b>Note:</b> The date of publication was 15 September 2012.</p> <p><b>ISO 15189:2013</b>          From ILAC/IAF in Rio:</p> <p><b>ILAC Resolution GA16.21</b>  <i>Noting the results of the ISO ballot completed for ISO FDIS 15189 on 11 October 2012, the General Assembly agrees that by 1 March 2016, all references to ISO 15189 in accreditation certificates (as defined and described in ISO/IEC 17011), shall refer to the latest edition of ISO 15189.</i></p>		
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		<p><i>Compliance will be determined during normal surveillance or reassessment activities or as a separate activity. At the end of the transition period, accreditation of a laboratory to ISO 15189:2007 will not be recognized under the ILAC Arrangement.</i></p>		
7	<p><b>Report of APLAC Technical Subcommittees</b></p>			
7.1	<p>Inspection Subcommittee</p>	<p>The subcommittee members were queried on revisions to be proposed to the A4 document, currently under discussion and revision, to the WG2. A few of the subcommittee members are already serving on the WG2 and have directed their input to the WG2 through their national bodies. This subcommittee received one input and was forwarded to the WG2 Chair. The Chair, in addition, contacted the WG2 chair requesting a draft version to be sent to me and timelines. At this juncture, the Chair is awaiting a response from the WG2 Chair. The Chair anticipates that revisions to A4 would be approved at the Rio meeting, and the subcommittee can subsequently review the TC006 document to determine any revisions.</p>	<p>Mr Raj Nathan</p>	<p><u><a href="#">APLAC TC(12)06 Inspection Subcommittee Status Document.doc</a></u></p>
7.2	<p>Reference Material Subcommittee</p>	<p>APLAC TC008 (Version 2) is ready to go out for full APLAC 60-day comment period. Intention is to get this version published to bring up to the ISO Guide</p>	<p>Mr Wang Wah Wong</p>	<p><u><a href="#">APLAC TC(12)07 RM Subcommittee Status Document.doc</a></u></p>

		<p>34:2009 standard and then immediately begin work on version 3 to add some technical issues that were presented during the Committee comment period.</p> <p>From ILAC/IAF in Rio:  <b>ILAC Resolution GA 16.20</b>          As ISO Guide 34:2009 includes normative references to ISO/IEC 17025 and ISO 15189, the General Assembly resolves that accreditation of reference material producers is conducted in accordance with ISO Guide 34:2009 alone. This resolution rescinds ILAC resolution 8.12. In addition ILAC R6:07/2012 will be amended to reflect this decision.</p> <p><b>RM SC interpretation of TC008</b>          The MRA Council has requested assistance from the TC on a technical issue for the Sydney meeting. At a recent evaluation of an RMP accreditation body, a finding was raised against TC008, Section 4.1 relating to scopes of accreditation. The accreditation body has challenged the finding, and initial impressions from the AB, the Team Leader and MRAC Chair is that it requires some clarification / interpretation / guidance of TC 008.</p>		
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		<p>The SC Convener, WW Wong, has canvassed the Sub-committee and will be prepared to present the SC's views to the Technical Committee.</p> <p>The TC is requested to discuss the issue and hopefully arrive at some resolution / consensus that can be brought to the MRAC table to expedite a resolution</p>		
7.3	<p>Medical Testing Subcommittee</p>	<p><b>1. Drafting and leading the document of ILAC AIC-WG6 "Guidance for the implementation of a medical laboratory accreditation system"</b></p> <p>The final draft document was sent for voting to ILAC Associate and Full members on 18 June 2012, and has been published as "ILAC G26:07/2012 <i>Guidance for the Implementation of a Medical Laboratory Accreditation System</i>".</p> <p>This is a practical guide for accreditation bodies implementing a medical laboratory accreditation system using ISO 15189. It identifies key aspects of the standard, points out its unique element, and provides advice for the development and maintenance of an accreditation program that is based on ISO 15189.</p> <p><b>2. Considering issues on pre-examination phase (sample</b></p>	<p>Dr. Katsuo Kubono</p>	<p><a href="#">APLAC TC(12)08 Medical Subcommittee Status Document.doc</a></p>

		<p><b>treatment)</b></p> <p>Based on the agreement in the APLAC TC meeting of September, Katsuo and Katsuji Shimoda started preparing of speculate draft document for accreditation assessment on the pre-examination phase (sample treatment).</p> <p>The aim of the document is to assist accreditation bodies that are performing a medical laboratory accreditation program in understanding issues on pre-examination phase.</p> <p>The WG will consider items such as: request for examination, matters related to collection of primary samples, transportation of specimens to the laboratory, procedure for receiving transported specimens at the laboratory, phases from receiving a specimen at the laboratory up to its analysis, procedure for separation of serum, and transporting inside the laboratory up to analysis.</p> <p>At the ISO/TC12 Meeting held in Berlin August 2012, the development of a preliminary work item by Working Group 1 for a technical report on specimen procurement and transfer was acknowledged.</p>		
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		<p>The document which we are drafting is a document for an accreditation body to use, and the purpose of use differs from the document for the laboratory which TC212 is going to prepare. Of course, we do our work in consideration of the contents of the document drawn up by TC212.</p> <p>Although creation of the speculative draft document is behind, it will be prepared at least by the end of October. After then it will be sent to medical subcommittee member for discussion in e-mail meeting. The subcommittee is planning to have the first draft guidance document for accreditation assessment on the pre-examination phase (sample treatment) by November 2012.</p> <p>The speculated draft document include, as follows;</p> <ul style="list-style-type: none"> <li>- Requirements from examination request to the sample reception;</li> <li>- Examination request;</li> <li>- Matter related primary sample collection;</li> <li>- Sample transportation to laboratory;</li> <li>- Acceptance of the transported sample in the laboratory;</li> <li>- Procedure of the laboratory from sample reception to examination;</li> </ul>		
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		<p>- Procedures such as the serum separation;          - Interim storage and transportation of sample until examination; and,          - Preservation and the disposal of sample.</p>		
<p>7.4</p>	<p>Calibration Subcommittee</p>	<p>P14:12/2010 <i>ILAC Policy for Uncertainty in Calibration</i> was published in December 2010 following a 30-day ILAC member vote.          Since its publication however, some feedback was received seeking clarification on the second paragraph of Clause 6.1. This feedback had come from a number of sources such as individual accreditation bodies and assessors, with the most recent coming from the APLAC Technical Committee. The issue of concern expressed was that Clause 6.1 appeared to mandate the reporting of values for measurement uncertainties in association with statements of compliance. ISO/IEC 17025 on the other hand is considered to leave this open, using "and/or" in Clause 5.10.4.1 (b). The AIC discussed this matter at its Prague meeting and a "clarifying statement" regarding Clause 6.1 was prepared.          The ILAC Secretariat forwarded this statement to ILAC Members for 60-day comment with the intention that an</p>	<p>Mr. Ned Gravel</p>	<p><u><a href="#">APLAC TC(12)09 Calibration Subcommittee Status Document.doc</a></u>   <u><a href="#">APLAC TC(12)10 APLAC TC.004 issue 5 - 2nd DRAFT clean.pdf</a></u>   <u><a href="#">APLAC TC(12)11 APLAC TC.004 issue 5 - 2nd DRAFT with Track Changes.doc</a></u>   <u><a href="#">APLAC TC(12)12 2012 08 17 Response to Combined comments aplac tc004.doc</a></u>   <u><a href="#">APLAC TC(12)13 JCGM 106-2012-E (USES).pdf</a></u></p>

	<p>amendment to ILAC P14 will then be issued. Comments were due by 7 October 2012.</p> <p>Further discussion ensued in Rio and revised P14 wording was agreed upon (<i>Please note that the following wording was captured in the AIC and may not be the exact wording proposed in the next version of P14</i>):</p> <p>6.1 ISO/IEC 17025 requires calibration laboratories to report, in the calibration certificate, the uncertainty of measurement and/or a statement of compliance with an identified metrological specification or clauses thereof.</p> <p>Accredited calibration laboratories shall report the measured quantity value and the uncertainty of measurement, in compliance with the requirements in 6.2 – 6.5 of this section.</p> <p>By exception, and where it has been established during contract review that only a statement of compliance with a specification is required, then the measured quantity value and the measurement uncertainty may be omitted on the calibration certificate. The following shall however apply:</p> <ul style="list-style-type: none"> <li>• The calibration certificate is not</li> </ul>		
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		<p><i>intended to be used in support of the further dissemination of metrological traceability (i.e. to calibrate another device), and;</i></p> <p>• <i>As specified in ISO 17025:2005 clause 5.10.4.2, the laboratory shall determine the uncertainty and take that uncertainty into account when issuing the statement of compliance.</i></p> <p>The document will now go out for 30-day vote with the implementation date being the date of release (immediate). The date of the next full revision of the document will remain 2014 (see attached ILAC AIC report for more info).</p> <p>The third draft of GXX:XX/201X ILAC <i>Guidelines for Remote Calibration</i> was distributed to members on 18 March 2011 for a 60-day comment period closing 16 May 2011. These comments are with the convener.</p> <p>The previously titled <i>Guidelines for the Accreditation of NMIs</i> was revised and renamed as a joint document between ILAC and BIPM before being sent to ILAC members for comment. Comments were collated and discussed at the BIPM/ILAC Working Group meeting held in Paris on 11 March 2011.</p> <p>A decision was made at that time that</p>		
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comment from the Regional Metrology Organizations should be sought at the RMOs meeting in September 2011. The document was referred to the October 2011 CIPM meeting and was approved.

ILAC P10: (2002) *Policy on the Traceability of Measurement Results* has been under review in the ILAC Accreditation (AIC) Committee since 2008. A number of drafts have been prepared in this time and ILAC AIC members have had opportunities to comment.

A further revised draft, based on all the input received during the June-August 2012 comment period has now been prepared. Some comments were also received (via the BIPM liaison) from the NMI community and these were duly considered whilst preparing this latest draft.

Reasonable agreement on the changes presented was obtained within the AIC. The document will now go out for 30-day ballot. A 1-year implementation period will be proposed.

**TC004**

**From the SC Chair**

*Dear TC Members:*

*There has been much effort invested into*

		<p>a revised TC004 and the work has created very strong opinions on its current value and usefulness to member bodies. Attached is the consolidated comments table and a revised draft of TC004 for members to consider before the TC meeting in Sydney. The document and its future will be discussed and TC members will decide its future.</p> <p>The current debate really comes down to one simple difference in viewpoint.</p> <ol style="list-style-type: none"> <li>1. Some members believe that any regulator or specifier attempting to require test (or calibration) results to be produced without uncertainties should not be allowed by APLAC member bodies. In other words, the ABs should not allow accredited laboratories to report results containing statements of compliance to specification based on anything other than those results that include uncertainties. If an affected laboratory faces difficulties from specifiers or regulators in this regard, they should take it up with the specifier. If the regulator (specifier) has a problem with that, they should amend their approach to allow the labs to account for</li> </ol>		
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		<p><i>uncertainties. That is the approach supported by ILAC G8.</i></p> <p>2. <i>The opposing view is that some regulatory and specifier programs don't care because their empirical approaches have other safeguards in them that do not need inclusion of uncertainties to ensure good science and technically valid results – and our accreditation body community will not easily change their minds so while we can insist on the remainder of the requirements of 17025 we will not succeed in convincing them to change their approach in this regard (at least for the time being). That is what the current version of APLAC TC 004 does.</i></p> <p><i>Members should consider these two viewpoints and, taking into consideration the newly released JCGM 106-2012, determine the necessity for continued publication of TC 004 to allow the second view or withdraw it and, supporting the first viewpoint, rely solely on ILAC G8.</i></p>		
7.5	APEC TEL MRA Task Force Subcommittee	Report on the APECTEL MRA Task Force work.	Mr. Nigel Jou	<p><u>APLAC TC(12)14 APECTEL MRATE Subcommittee Status Document.doc</u></p> <p><u>APLAC TC(12)15 - Annex 1 Meeting</u></p>

7.6	Proficiency Testing Subcommittee	<p>Report on the Proficiency Testing Subcommittee</p> <p><b>ILAC Resolution GA 16.26</b></p> <p><i>The General Assessment agrees that the Proficiency Testing Consultative Group will be disbanded and reconstituted as a Proficiency Testing Working Group under the Accreditation</i></p>	Ms. Martha Meyer	<p><u>Report MRATF APEC TEL 45.doc</u></p> <p><u>APLACTC(12)16 - Annex 2</u></p> <p><u>DRAFT Meeting Report MRATF APECTEL46.doc</u></p> <p><u>APLACTC(12)17 - Annex 3 APLAC support to ETR.ppt</u></p> <p><u>APLACTC(12)18 - Annex 4</u></p> <p><u>Guidelines for the implementation of MRA ETR .DOC</u></p> <p><u>APLACTC(12)19 - Annex 5</u></p> <p><u>Post-market Surveillance Thailand f or TEL 46.pptx</u></p> <p><u>APLACTC(12)20 - Annex 6</u></p> <p><u>2007-TELWG36-LSG-MRATF-013(MRA Refresher presentation GT).ppt</u></p> <p><u>APLACTC(12)21 - Annex 7</u></p> <p><u>Table APLAC member participating in APEC TEL MRA.doc</u></p> <p><u>APLACTC(12)22 Proficiency Testing Subcommittee Status Document.doc</u></p>
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		<i>Committee (AIC). Commencing in 2013, meetings of the working group will occur annually in conjunction with the AIC mid-year meetings, and participation will be open to all interested ILAC members and stakeholders as well as PT providers.</i>		
7.7	Working Group on Remote & Field Activities	Remote & Field WG has completed their work. Recommend disbanding the WG.	Ms. Colleen Cotter	<a href="#">APLAC TC(12)23 Remote and Field Activities Working Group.doc</a>
7.8	Uncertainty in Testing Working Group	Report on the Uncertainty in Testing WG work.	Mr. Yoshi Uematsu	<a href="#">APLAC TC(12)24 Uncertainty in Testing Working Group.doc</a>
7.9	Accreditation of Software Testing Working Group	Report on the Accreditation of Software Testing WG work.	Dr. Gum Ho-Choe	<a href="#">APLAC TC(12)25 Accreditation of Software Testing Working Group.doc</a>
<b>8</b>	<b>Review of APLAC Technical Committee Documents</b>			
8.1	Update of TCxxx Series Documents <ul style="list-style-type: none"> <li>• TC002, TC003</li> <li>• TC004</li> <li>• TC005</li> <li>• TC006</li> <li>• TC007</li> <li>• TC008</li> <li>• TC009</li> <li>• TC010</li> <li>• TC011</li> <li>• TC012</li> <li>• TC013</li> </ul>	Report and discussion. Review of APLAC TC documents.	<p>Nigel Jou</p> <p>Doug Leonard</p> <p>Yoshi Uematsu</p> <p>Raj Nathan</p> <p>Roger Brauning</p> <p>WW Wong</p> <p>Barry Ashcroft</p> <p>Yoshi Uematsu</p> <p>Barry Ashcroft</p> <p>WW Wong</p> <p>Colleen Cotter</p>	<a href="#">APLAC TC(12)26 List of APLAC Technical Committee Documents.doc</a>

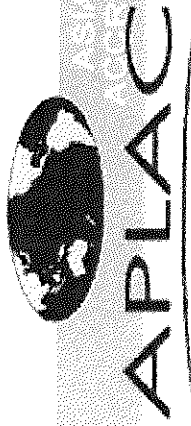
9	<b>Work Items under ILAC AIC Initiative</b>			
9.1	Accreditation of Medical Laboratories • Implementation of ISO 15189	Report	Zhai Peijun/Regina Robertson	
9.2	Accreditation to 15195	Report	Zhai Peijun/Regina Robertson	
9.3	WADA	Report	Regina Robertson	
9.4	ILAC G2: Guidelines for the Traceability of Measurement	Revision of this document put on hold until ILAC P10 is launched	Yoshi Uematsu/Doug Leonard	
9.5	Revision of ILAC P10	Covered under 7.4	Yoshi Uematsu/Doug Leonard	
9.6	BIPM	Report	Yoshi Uematsu	
9.7	Remote Calibration	Covered under 7.4	Yoshi Uematsu	
9.8	Accreditation of NMI	The previously titled <i>Guidelines for the Accreditation of NMIs</i> was revised and renamed as a joint document between ILAC and BIPM before being sent to ILAC members for comment. Comments were collated and discussed at the BIPM/ILAC Working Group meeting held in Paris on 11 March 2011.  A decision was made at that time that comment from the Regional Metrology Organizations should be sought at the RMOs meeting in September 2011. The document was referred to the October 2011 CIPM meeting and was approved.	Yoshi Uematsu/Doug Leonard	

9.9	Other ILAC Issues		Trace McInturff	
10	TC Training Needs	Training for ISO/IEC 17020 and/or ISO 15189 in 2013. Any other training?	Zhang Mingxia	
11	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>• 17<sup>th</sup> TC Action Items</li> <li>• TC report to GA</li> <li>• Confirmation of decision and motion(s) to GA</li> </ul>		Trace McInturff	<p><b>ACTION TC(11)1:</b> Inspection Subcommittee to collect and collate issues received from APLAC members that have not been addressed in the final draft of ISO/IEC 17020, with the intent of providing input into ILAC/IAF A4.</p> <p><b>ACTION TC(11)2:</b> The Accreditation of Software Testing WG shall develop an information document on software testing.</p> <p><b>ACTION TC(11)3:</b> The Calibration Subcommittee to write a request to the ILAC Secretariat, requesting confirmation of the intent of Section 6.1 of ILAC P14. <b>CLOSED</b></p>
14	<b>Next Meeting</b>	???		



## 附件 4 能力試驗委員會會議





**APLAC PROFICIENCY TESTING COMMITTEE**  
**18<sup>th</sup> Meeting – Sydney**

**DRAFT AGENDA**

**Date and Venue**  
**On: 4th Dec 2012, 8.30 am to 5.30 pm**  
**Venue: Coogee Beach Sydney, Australia**

Item	Subject	Information/Discussion/Open Action Items	Responsible Person	Document(s)
<b>1</b>	<b>Opening of the meeting and Introductions</b>			
<b>2</b>	<b>Membership of APLAC Proficiency Testing Committee</b>			
2.1	Review and confirmation of membership of APLAC Proficiency Testing Committee	APLAC PT Committee members can now import the list to mailing software.	Dr Koichi Nara	<u>PT(12)02 APLAC SEC 028 issue no. 56 - PT2.xls</u>
2.2	Apologies	•	Dr Koichi Nara	
<b>3</b>	<b>Adoption of the Agenda</b>	Please review the agenda and provide any necessary feedback at the meeting. Any “ <b>other business</b> ” should also be notified at this time.		<b>PT(12)01 APLAC PT Committee Sydney – draft Agenda(V018).doc</b>
<b>4</b>	<b>TOR of the PT committee</b>	The present TOR and its relation to the present agenda is introduced	Dr Koichi Nara	<u>PT(12)041 Terms of Reference Dec2012.doc</u>

				<u>PT(12)042 TORs at a glance.PPT</u>
<b>5</b>	<b>Matters since of 17th PT Committee Meeting (Manila)</b>			
5.1	Minutes of 17th PT Committee Meeting (Manila)	Minutes sent out for comment on 11 <sup>th</sup> May 2012 and actions taken till date on progress	Dr Aparna Dhawan	<u>PT(12)051 minutes17thmeeting Manila.doc</u> Draft
5.1	Review of work items approved in 17th PT Committee Meeting (Manila)	The status on the 5 work items is reviewed.	Dr Koichi Nara	<u>PT(12)052 2011 WORK PLAN APLAC PROFICIENCY TESTING COMMITTEE.doc</u>
<b>6</b>	<b>Status of APLAC PT Schemes</b>			
6.1	Reports from WG1	WG1 is formed to identify the objects of APLAC PT programs. The activity extended to identify the needs and possible proposals by Abs.	Ms Edita Grujic	<u>PT(12)0601 Activities of the Working Group (WG)1[V3].ppt</u>
6.2	Record of APLAC PT Schemes	The format has been changed from DOC to Excel file to allow for sorting and filtering, etc. Corrections are welcome	Dr Koichi Nara	<u>PT(12)0602 MasterList of Studless20121126.pdf</u>
6.3	Reports Completed since previous meeting	Short presentation on the final PT report is made by the organizing accreditation body. Observation to be shared with other APLAC committees may be highlighted such as uncertainties, special cares take in the analysis, in sufficient		



		number of participants and method validation.		
	T061 Electromagnetic Interference		Mr Kunihiro OSABE, VLAC	<u>PT(12)0604 summary of APLAC PT T061a.doc</u>
	T074 Pb and Cd in Rice		CNAS	<u>PT(12)0605</u>
	T075 Paralytic Shellfish Poison		CNAS	<u>PT(12)0606</u>
	T079 Phthalates in Plastic		Ms. Cherry Cheng, TAF	<u>PT(12)0607 summary of APLAC PT T079.doc</u>
	T080 Determination of Active Pharmaceutical Ingredients		CNAS	<u>PT(12)0608</u>
	T083 Preservatives in Soy Sauce modifications		Ms. Cherry, Cheng, TAF	<u>PT(12)0609 summary of APLAC PT T083.doc</u>
6.4	Findings in the recent Reports	Some topics may be picked up summarized to be reported to GA.	Koichi NARA	<u>PT(12)0610</u>
6.5	Programmes currently underway	<i>Organizing ABs are invited to report</i>		
	M011 Thermocouple		SAC	<u>PT(12)0621</u>
	M021 Volume		KAN	<u>PT(12)0622</u>
	M022 Gauge Blocks		Ms Utumporn KAEWNAMDEE, ONAC	<u>PT(12)0623 status of current APLAC PT M022 Gauge block.doc</u>
	M025 Hydraulic Pressure		Standards Malaysia	<u>PT(12)0624</u>
	T081 Pesticides in Green Tea	Updates are given	Dr. Angela Samuel APMP	<u>PT(12)0625 Correspondence on PT081</u>
	T082 Essential and Toxic Elements in Seafood	Updates are given	Dr. Angela Samuel APMP	<u>PT(12)0626 Correspondence on PT082</u>

	T084 Organochlorine pesticide residues	Updates are given	DMSc	<u>PT(12)0627</u> <u>statusofcurrent/APLAC PT</u> <u>T084 rev 3.doc</u>
6.6	Programmes approved	All currently approved programmes have been started		
6.7	New PT Proposals	Organizing ABs are invited to report		
	ZT002 BOD, COD, NO2- NO3 and NH3 in Wastewater		Ms Sylvie Boisvenue, SCC	<u>PT(12)0630</u> <u>longtermaplacptproposal</u> <u>ZT002.docx</u> <u>PT(12)0631 SCC (CEAEQ)</u> <u>APLAC PT Program</u> <u>proposal-2012 ZT002.doc</u>
	ZT003 Clenbuterol in Porcine Meat	APMP is proposing another joint PT. The proposal is reviewed from technical point of view here. The proposal will be reviewed in 6.9 again.	Dr. Angela Samuel APMP	<u>PT(12)0640</u> Proposal <u>APMP-APLAC 12-01 (ZT003</u> <u>clenbuterol).pdf</u>
	ZT004 Metals in three areas of analysis - Environmental- Food-Biological		Ms Sylvie Boisvenue, SCC	<u>PT(12)0650</u> <u>longtermaplacptproposal</u> CEA <u>EQ-INSPQ ZT004.doc</u> <u>PT(12)0651</u> SCC <u>(CEAEQ-INSPQ) APLAC PT</u> <u>Program proposal - ZT004.doc</u>
6.8	Additional measures to encourage the new PT proposals	Some mechanisms may be proposed, if necessary. Review of budget for calibration programs by APLAC as i support the view that the cost of calibration programs is much larger than what APLAC pays. It		<u>PT(12)0660</u> possible <u>measures to be taken to</u> <u>encourage APLAC PT</u> <u>proposals.PPT</u>

		is that the ABs agree to conduct these programs		
		Organizing body Funding limitation limit on the Participation number Proposal		
6.9	APMP/APLAC Joint PT Study	APMP is proposing another joint PT. APMP is asking for any possibility to coordinate APLAC PT program without organizing AB. Can we handle it if no organizing AB is present? As a view point of the feasibility, a possibility is studied to have an interfacing WG in the context of the previous proposal made in 6.8.	Dr. Angela Samuel APMP Dr Koichi NARA	PT(12)0640 Proposal <u>APMP-APLAC 12-01 (ZT003 clenbuterol).pdf</u> <u>PT(12)0671 Possible TORs for interfacing WG.doc</u>
6.10	Review of TOR of WG1	The present TOR and membership of WG1 is presented. It will be submitted to GA for an approval. If	Dr Koichi NARA	PT(12)0680 <u>PTWG1update20121105v2.doc</u>
6.11	Proposal or Forming WG2	A new WG (WG2) assigning experts to review the PT final reports is proposed.	Dr Koichi NARA	<u>PT(12)0681</u> <u>PTWG2update20121125.doc</u>
<b>7</b>	<b>Review of PT Scheme Procedures</b>			
7.1	Revision of APLAC PT-documents PT001 and PT002	The present stage is explained.	Dr Koichi NARA	PT(12)071

7.2	Review process of the Final report	The work flow is proposed if WG2 is approved by the PT committee	Dr Koichi NARA	PT(12)072
7.3	Provision of the extracted participation list to other RCBs	The participation list is now shared only within APLAC MRA signatories. It is proposed to provide the relevant extracted participation list to other RCBs,	Dr Koichi NARA	<u>PT(12)0731 EA laboratory codes for the APLAC PT schemes.pdf</u> <u>PT(12)0732</u> <u>Template Evaluation</u> <u>Confidential Report for PTC chair APLAC T0XX</u> <u>PT(12)0733 Provision of Lab codes.PPT</u>
7.4	Directory of PT Schemes (PT 003)	Prototype of searchable database is presented. The procedure to update it should be discussed at the meeting	Mr. Zhai Peijun Dr Koichi NARA	<u>PT(12)0741 PT003 APLAC PTP directory 2012 Sydney Zhai.xls</u> <u>PT(12)0742 possible roadmap to establish PT003.PPT</u>
7.5	Proposal or Forming WG3	A new WG (WG3) to discuss on the format of PT003 may be proposed. The chair is proposing one each from NATA, A2LA and CNAS + convener.	Dr Koichi NARA	<u>PT(12)075</u> <u>PTWGPT003update20121125.doc</u>
7.6	Review of benchmark frequency of PT-006	Design of questionnaire	Dr Aparna Dhawan	Formation of WG?
<b>8</b>	<b>Areas of New Activity</b>			
8.1	Schemes for inspection	Update of status of PT in inspection in CNAS	Mr. Zhai Peijun	Verbal report will be made
8.2	Validating methods when PT is not available	The draft has been distributed to the committee members. Committee members are asked to review the documents.	Mr. Jason Stine	<u>PT(12)0821 APLAC PT 0XX - Alternatives Methods to Demonstrate PT - DRAFT - 10-7-12.doc</u>

					<u>PT(12)0822</u> <u>APLAC PTCDocuments Review Procedure20121012.doc</u>
8.3	Preparation of draft guidance paper on adapting a harmonised approach for implementation of ISO/IEC 17043.	Formation of WG?	All are invited to comment		<u>PT(12)0823</u>
8.4	Other new areas		All are invited to comment		
<b>9</b>	<b>ILAC PTCG Activity</b>				
9.1	Report from the ILAC-PTCG meeting		Ms Linda Crawford		<u>PT(12)09 ILAC PTCG Report to APLAC PT Committee.doc</u>
<b>10</b>	<b>EA Cooperation</b>				
10.1	Letter from EA/LC	A relevant proposal is made in 7.3. This section will be skipped.	Dr Koichi NARA		<u>PT(12)0731 EA laboratory codes for the APLAC PT schemes.pdf</u>
<b>11</b>	<b>APLAC/APMP Cooperation</b>				
11.1	APMP meeting	Mr. Uematsu attended the APMP meeting to be held in New Zealand 2012	Mr. Yoshinobu Uematsu		<u>PT(12)111 Draft Program 9th MiC Workshop (ver 1).doc</u> <u>PT(12)112 APMP TCQM Draft Agenda v1.doc</u> <u>PT(12)113 reportforAPMPMiPworkshop2012WellingtonAPLACPTC.PPT</u>
11.2	Joint PT Study	The topic to be covered in 6.7 and 6.9	Dr. Angela Samuel		No documents
11.3	Jointed Workshop	There is a proposal of Dr. Della Sin, the Chair of the TCQM/APMP, to have the	Dr Koichi NARA		<u>PT(12)111</u>

		<p>opportunity to foster the cooperation between two organizations in a regular basis. As the first approach, PT committee will delegate one person to MiC and TCQM/APMP meeting if approved by GA. Volunteer! The APMP-APLAC joint activity may be extended to the workshop on training for PT in the future.</p>		
<b>12</b>	<b>APLAC/PTB Proposed Workshop for Enhanced PT Training Train PT Trainers</b>			
12.1	workshop	Update on APLAC -PTB training for Enhanced Experts	Dr. Anna Cypionka	PT(12)121 <u>2nd APLAC PTB PT Expert Training Final Report.pdf</u>
<b>13</b>	<b>ISO Activities</b>			
13.1	Revision of ISO 13528	Report from 2011 ISO/TC69/WG9 Tachikawa (Tokyo) meeting	Mr. Dan Tholen	PT(12)131 ISO 13528 update from Dan 2012.doc
<b>14</b>	<b>Technical Cooperation Committee</b>		Mr. Trace McInturff	Verbal report
	APLAC MRA for ISO/IEC 17043	Report is expected from the new WG formed at TC for the APLAC MRA extension for PTP based on ISO/IEC 17043	Ms Martha MEJIA LUNA	PT(12)141 <u>APLAC PTSC.DOC</u>
<b>15</b>	<b>Training Cooperation Committee</b>			
15.2	Update on trainings related to PT	Report from Training activity	Ms Zhang Mingxia	Verbal report

15.3	Update on Statistical Training on PT to be held in New Delhi in Oct 2011	The outcome of the meeting was introduced.	Dr Aparna Dhawan	PT(12)151 Report on a Workshop in New Delhi.doc
15.4	Organise 17043 training for developing countries	Organise 17043 training for developing countries.	All members	No document
15.5	Other training needs?	Is there a need for other types of PT training, offered by PT Committee? Specific types of PT?	All members	No document
<b>16. PT Committee Operations</b>				
16.1	BoM Report2012, Requested Budget		Dr Koichi NARA	PT(12)161 BoM Report Dec 2012.doc
16.2	Peer Evaluation Reports	10 PT Participation reports have been provided for Peer Evaluation Teams since the last meeting.	Dr. Koichi NARA	IAS sent on 8 Nov 2011 IAJapan sent on Nov, 2011 MASM sent on 2 Nov, 2011 SLAB sent on 22 Nov, 2011 AAC Analytica sent on 20 March, 2012 KOLAS sent on 24 March, 2012 BoA sent on 13 April 2012 KAN sent on 17 June, 2012 ACLASS sent on 18 July, 2012 NABL sent on 19 July, 2012
16.3	Exchange of information on the APLAC WEB	Discussion regarding the space in APLAC website wherein economies could exchange information related to PT.		No documents at this moment.
<b>17 Other Business</b>				
17.1	International Interlaboratory	Interlaboratory comparison in	Dr Koichi NARA	PT(12)171 Nara APLAC PTC

	comparison launched by IEA 4E SSL Annex	the field of LED lighting is introduced. Comments are welcome.		<u>IEA SSL Annex task3 Dec 2012.ppt</u>
<b>18</b>	<b>Comment from Observers</b>	Observers are welcome to comment on anything observed at the Committee meeting, or raise new issues for the Committee to consider		
<b>19</b>	<b>Review of proposed Work Items and proposal to be made to GA</b>	The list of workplan is reviewed. Its summary will be submitted to GA.	Dr Koichi NARA	<u>PT(12)191</u> <u>Workitemstobesubmitted to GA.PPT</u>
<b>20</b>	<b>Review of TOR</b>	Any need for the revision of TORs? If revised, it will be submitted to GA for approval.	Dr Koichi NARA	<u>PT(12)041</u> <u>Terms of Reference Dec2012.doc</u>
<b>21</b>	<b>Next Meeting</b>	2013, ,		
<b>22</b>	<b>Closing</b>			



## 附件 5 公共資訊委員會



**APLAC Public Information Committee (PIC)**

**AGENDA**

**Meeting to be held in Sydney, Australia  
December 4<sup>th</sup>, 2012 commencing at 8:30am**

Item	Subject	Person reporting or responsible	Document	Comments and expectations
<b>ITEMS FOR DISCUSSION WITHIN THE APLAC PIC MEETING</b>				
1.0	Welcome	Roger Muse		
2.0	Apologies	Roger Muse		
3.0	Agreement to Agenda	Roger Muse	<b>Agenda</b>	
4.0	Approval of Last Minutes	Roger Muse	<b>2011 Minutes</b>	
5.0	Discussion on corporate identity of APLAC and its association with ILAC	PIC		Continuous tactical discussion on further alignment of PIC with MCC
5.1	Economy requirements	PIC		ID and discuss economies needing APLAC MRA specifically
5.2	APLACs role within ILAC	PIC		Operation of APLAC as a regional workhorse of ILAC. Importance of internal promotion.
5.3	The APLAC/ILAC MRA mark – Rules for use and promotion of the MRA	Cheryl Morton	<b>Document to follow</b>	Discussion to include cal certificates, RMP, etc.

5.4	Survey for ILAC Mark	Roger Muse	- Mark Survey -ILAC Results Document	Discuss and approve survey questions to be distributed to entire APLAC region. Committee members come prepared to discuss.
5.5	20 <sup>th</sup> Anniversary Logo	PIC	Logo	
5.6	Tagline for 20 <sup>th</sup> Celebration	PIC	Tagline	
5.7	APLAC Vision Statement	PIC	Suggestions from BOM	
5.8	Video for 20 <sup>th</sup> Anniversary	PIC	Video captured	
5.9	Value of Accreditation	Roger Muse		3 <sup>rd</sup> Party analysis; no financial data available
6.0	<b>Brochures and Documents</b>			
6.1	Review of PR series documents	Isao, Cheryl	PR Documents	To review progress (R & P series) Case study templates To agree next steps
6.3	World Accreditation Day	Roger Muse	WAD Poster	Ideas for 2013 poster to take back to ILAC
6.4	WAD Themes	Roger Muse	WAD future themes	These for future years
6.5	Brochure review	Roger Muse	IAF ILAC JM (11)36	To review document and agree purpose for APLAC
6.6	Promotion of the ILAC Inspection Brochure		Inspection Brochure	To review ILAC inspection brochure designs and discuss promotion
6.7	9001 and 17020 Document		12-6-9001 Brochure	
6.8	Need for additional literature	PIC		Review any need of the PIC to develop marketing and brochure tools for the ABs within the region
7.0	<b>Website</b>			
7.1	Web development	Roger Muse	Documents to follow	Web statistics Coordination with ILAC ILAC e-Newsletter

7.2	Web Site Task Group	MF, LS, RM, RC	APLAC web site and feedback document from task group	Discuss the task group's work on suggestions for updating the flow, content, navigation and applicability. Develop unified suggestion criteria.
8.0	ILAC Update	Jon Murthy		Jon Murthy will join the PIC to discuss ILAC and its updates.
8.1	Searchable Database	Jon Murthy	Web Site	Multi-AB search capability
9.0	APLAC News Notes	Roger Muse	Document to follow	New alphabetical listing for editors Upcoming editors for 2013 Joint News Notes with other regions
10.0	Regulator Survey	Roger Muse	Document to follow	Discuss purpose and necessity of the item
11.0	Success Stories	PIC		Share ideas for continued success stories
11.0	Communication with Members following Regulatory developments	Roger Muse		To review outcome of ILAC ARC regarding ILAC MRA specifier list
12.0	Common description of accreditation	Roger Muse	Document to follow	
13.0	PIC Strategic Plan Work Items	Roger Muse		Work Plan Review
14.0	Review of activities	Roger Muse		To update the working plan based upon progress in this meeting
15.0	APLAC PIC Budget	Roger Muse		Input needed from committee
16.0	Future Meetings	Roger Muse		Q2 – Net Meeting



## 附件 6 訓練委員會會議





**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
1	Introductory remarks from the Chair	The agenda will be introduced and any meeting arrangements clarified.	Zhang Mingxia	Not required
2	Confirmation of Attendance and Committee Member Listing	Delegates and Observers will be asked to introduce themselves. The member list (APLAC SEC030) will be distributed to attendants for confirmation and/or correction. An attendance list will be circulated and be signed by all participants.	Zhang Mingxia Suda Nantavithya	<u>agenda 02--APLAC SEC 030 issue no. 43 - Training.xls</u>
3	Apologies		Zhang Mingxia	Not required
4	Minutes of the last Meeting held on September 12, 2011 in Makati City, Philippines.	<b>Discussion Point</b> Please review the minutes and be ready to provide feedback at the meeting on any required amendments or actions not covered. The minutes will then be finalised.	Zhang Mingxia Suda Nantavithya	<u>agenda 04.1--2011 Makati City Draft Minutes APLAC Training Committee.doc</u> <u>agenda 04.2--attendance list of Makati meeting.pdf</u>
5	Review of Action List	The committee will review whether the actions listed in the Makati City minutes have been addressed.	Zhang Mingxia Suda Nantavithya	<u>Agenda 05--action list resulting from Makati meeting.doc</u>
6	Approval of the Agenda	Please review the agenda and provide any necessary feedback at the meeting. Any "other business" should also be notified at this time.	Zhang Mingxia Suda Nantavithya	
7	Terms of Reference	The Terms of Reference were approved by General Assembly at Bali meeting. The Committee is asked to review and confirm the terms of reference attached, or establish if there is a need for variation and amendment.	Zhang Mingxia Suda Nantavithya	<u>agenda 07--TOR of Training Committee adopted at Bali GA.doc</u>

**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
8	Report on the APLAC training committee activities since last meeting	Attached is a copy of the report on the activities of the Training Committee since the last meeting, provided to the December 2012 meeting of the APLAC Board of Management. No discussion needed, just for information.	Zhang Mingxia	<a href="#">agenda 08--REPORT to BOM 20121016-revised.doc</a>
9	Review training activities in 2011		Zhang Mingxia	Not required
9.1	Training Course on Statistical Methods for Proficiency Testing	This training was held 11-13 October 2011 in New Delhi, India. The report on this training is attached.	Aparna Dhawan Zhang Mingxia	<a href="#">agenda 09--APLACPT training Workshop_Report final.pdf</a>
9.2	Enhanced Training for PT Experts Training Course held by APLAC in cooperation with PTB	This training was held 7-10 May, 2012 in Hanoi, Vietnam.	Dr. Anna Cypionka	<a href="#">agenda 9.2--2nd APLAC PTB PT Expert Training Final Report.pdf</a>
10	Analyse training needs for 2013	The committee is asked to consider the training needs for 2013.	Zhang Mingxia	Not required
10.1	Survey of training needs	A survey of training needs for 2012-2013 was conducted in July 2011. 17 responses have been received.  This survey was analysed at the Makati City meeting of training committee. No discussion needed at Sydney meeting. The survey summary is attached just for information.	Zhang Mingxia	<a href="#">agenda 10.1--Training Needs Survey 2011-summary.doc</a>

**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
10.2	Training Plan for 2010- 2013	<p>The four year plan was established at Bali meeting.</p> <ul style="list-style-type: none"> <li>➤ ISO/IEC 17011, ISO/IEC 17043, ISO Guide 34 training courses in 2010 (done)</li> <li>➤ A workshop on CMC in 2011 ( when ILAC policy on CMC in calibration is available) (not needed based on the discussion at Osaka meeting)</li> <li>➤ A training course on ISO/IEC 17020 in 2012 (when the revised version is published) ( The workshop on ISO/IEC 17020:2012 was discussed at 2011 meeting. As this standard had not been published at the last meeting, it is agreed that the workshop would be considered at the next meeting.)</li> <li>➤ A training course on ISO/IEC 17025 ( if revised and published) (not needed because 17025 will not be revised before 2015, but the committee may consider to conduct the training jointly with other regional body if possible)</li> </ul> <p>No discussion needed, only for information.</p>	Zhang Mingxia	Not required
10.3	Training activities held in recent years	<p>This information is provided and taken into account when planning the training activities for next year.</p>	Zhang Mingxia	<a href="#">agenda 10.3--The training activities in recent years.doc</a>
10.4	Inputs from other Committees	<p>Except ISO/IEC 17020, no training need was passed to the training committee.</p> <p>It is recognized that the training regarding to PT is under the remit of PT committee.</p>	Zhang Mingxia	Not required

**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
10.5	Propose training activities in 2013	<p>Discussion points:</p> <ul style="list-style-type: none"> <li>➤ ISO/IEC 17020:2012 was published on March 1, 2012. The participants are asked to consider whether we need a training course ISO/IEC 17020:2012 in 2013.</li> <li>The Technical Committee supports to have a training course on ISO/IEC 17020 in 2013.</li> <li>Will we recommend a training course on ISO/IEC 17020?</li> <li>➤ The new version of ISO 15189 is expected to be published in March 2013. Is the revision is substantial? Do we need a training course on it in 2013?</li> <li>Based on the information provided by Ian Mann, who is ILAC liaison to TC212, the revision is not substantial.</li> <li>The participants are invited to consider whether we need a training course on ISO 15189:2013?</li> <li>➤ Any proposal of other training activities in 2013 based on the above information and discussion?</li> </ul>	Zhang Mingxia	Not required
<b>11</b>	<b>Status of APLAC TR documents</b>			
11.1	APLAC TR001 "Guidelines on training course for laboratory and inspection body assessors"	<p>APLAC TR001 was already published in October 2011.</p> <p>Discussion points:</p> <p>Do we need to revise it to incorporate the guideline on training course for PTP assessors? If yes, a WG needs to be set up.</p>	Zhang Mingxia	<a href="#">agenda 11.1--aplac tr 001 issue 4.pdf</a>

**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
11.2	APLAC TR002 "Guidelines for formulating training proposals, obtaining funding and delivering training"	APLAC TR002 was officially published in September 2009.	Zhang Mingxia	Not attached.
11.3	APLAC TR003 "Cross-Posting of Staff Among APLAC Member Accreditation Bodies"	APLAC TR003 was officially published in November 2009.	Zhang Mingxia	Not attached
11.4	APLAC TR 004 "Guideline for Sharing of Assessment Personnel Among Accreditation Body Members"	APLAC TR004 was officially published in March 2010.	Zhang Mingxia	Not attached
12	Database of Case Studies	<p>A WG was established at Osaka meeting to establish and maintain the pool of case studies.</p> <p>The WG is composed of :</p> <p>Suda Nantavithya (convener)  Roxanne Robinson  Regina Robertson  Terrence Chan</p> <p>Discussion points:</p> <ul style="list-style-type: none"> <li>➤ ToR of WG1</li> </ul>	Zhang Mingxia	<a href="#">agenda 12--IOR of WG1.doc</a>
12.1	Exercises for Assessor Training	<p>The first version of Exercises for Assessor Training was established based on the 2<sup>nd</sup> version of TR001. This document will be updated from time to time by the relevant WG. After the new version of TR 001 is published, the document will be uploaded to the "member area" on APLAC website.</p> <p>WG1 is trying to collect more case studies in inspection body accreditation and medical laboratory</p>	Suda Nantavithya	<a href="#">agenda 12.1--exercises for assessor training.3rd draft.doc</a>

**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
		<p>accreditation (ISO 15189).</p> <p><b>Discussion points:</b></p> <p>The WG will report the work progress.</p>		
12.2	Case studies from ILAC LC	Case studies designed by ILAC Laboratory Committee. The target users of the case studies are assessors who are preparing for accreditation assignments or who seek to maintain competence, for assessor training, etc.	Suda Nantavithya Zhang Mingxia	<a href="#">agenda 12.2--case studies.zip</a>
12.3	Case studies in ILAC G20	This doc was withdrawn upon the publication of the new version of ILAC G3. The case studies therein are useful for assessor trainings and can be listed in database of case studies.	Suda Nantavithya Zhang Mingxia	<a href="#">agenda 12.3--pub ilac-g20.pdf</a>
12.4	Case studies from IAAC	Case studies of ISO/IEC 17020 was provided by IAAC.	Suda Nantavithya Zhang Mingxia	<a href="#">agenda 12.4-- HARMONIZATION-IBS-2012.doc</a>
13	EPA requirements on the training of Energy Star Laboratory assessors	The training requirements on EPA energy star program. Clarification letter on this was provided by Roxanne Robinson and presented to 2011 Training Committee meeting.  No discussion was needed. Just for information.	Zhang Mingxia	<a href="#">agenda 13--Energy Star Program Clarifications.pdf</a>
14	Work plan for 2013	<b>Discussion points:</b> ➤ Based on the above the discussion, the committee is requested to establish work plan for 2013.	Zhang Mingxia	Not required.
15	Review of the Strategic Plan and Implementation	The Strategic Plan should be reviewed again for its implementation.	Zhang Mingxia	<a href="#">agenda 15--APLAC Committees - APLAC Strategic Plan Template (2).doc</a>

**DRAFT AGENDA**  
**Meeting of the APLAC Training Committee**  
**Sydney, Australia – (Monday, December 3, 2012, 13:30-17:30)**

Item #	Subject	Information/Proposed Discussion	Person reporting or responsible	Document
		<p>Discussion points:</p> <ul style="list-style-type: none"> <li>➤ How to promote and facilitate active participation of members in APLAC activities?</li> <li>➤ How to promote the training capacity of ABs and exchange among ABs in training activities, either for initial assessor training or continual training?</li> <li>➤ What activities you expect Training Committee to carry out?</li> </ul>		
16	Documents related to assessor training	A list of documents related to assessor training published by other related bodies is established for the information.	Zhang Mingxia	<a href="#">agenda 16---List of Documents Related to Assessor Training.doc</a>
17	Information of Training activities held by other organisation	<p>This information is collected for the information of members.</p> <ul style="list-style-type: none"> <li>➤ EUROCHEM: 8th International Workshop - Proficiency Testing in Analytical Chemistry, Microbiology and Laboratory Medicine.</li> <li>➤ Date: 6 October 2014 - 9 October 2014</li> <li>➤ Any other training activities?</li> </ul>	Zhang Mingxia	Not required
18.	Other Business	All members are asked to consider and advise on any additional agenda items.	Zhang Mingxia	Not required
19	Next meetings	The next meeting of the APLAC Training Committee will be held in Vietnam??	Zhang Mingxia	Not required





## 附件 7 會員大會會議





## APLAC GENERAL ASSEMBLY EIGHTEENTH MEETING

to be held on Thursday 6 December 2012 from 1.30 pm to 5.00 pm and on  
Friday 7 December 2012 from 8.30 am to 5.00 pm at Crowne Plaza Hotel,  
Coogee Beach, Sydney, Australia

### AGENDA

1. Opening and Welcome [Click here](#)
2. Apologies [Click here](#)
3. Election of Office Bearers [Click here](#)
  - 3.1 Elections for APLAC Chair
  - 3.2 Election for APLAC MRA Council Chair
  - 3.3 Election for APLAC Committee Chairs
  - 3.4 Election of APLAC Board of Management
4. Minutes of the 17<sup>th</sup> APLAC General Assembly [Click here](#)
5. Minutes of the 30<sup>th</sup> and 31<sup>th</sup> APLAC Board of Management Meetings [Click here](#)
6. Report from APLAC Chair and APLAC BoM [Click here](#)
  - 6.1 Report from APLAC Chair
  - 6.2 Report from APLAC BoM, 32<sup>nd</sup> Meeting
  - 6.3 APLAC Strategic Plan
  - 6.4 Internal Audit of APLAC Secretariat
  - 6.5 Suggestions for Improvement of APLAC Processes
7. Membership and Structure [Click here](#)
  - 7.1 Applications for Membership
  - 7.2 Non-financial Members
  - 7.3 Relationship with Stakeholders and Other Non-APLAC Member Organisations
8. APLAC Documents [Click here](#)
  - 8.1 New APLAC Documents
  - 8.2 Revisions to APLAC Documents
  - 8.3 Ballots on APLAC Documents
  - 8.4 APLAC Website



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9. APLAC MRA Council [Click here](#)
    - 9.1 Report from APLAC MRA Council Chair
    - 9.2 New Signatories to APLAC MRA
    - 9.3 ILAC MRA
      - 9.3.1 ILAC Evaluation of APLAC
    - 9.4 Evaluator Training
  
  10. Reports from APLAC Committees [Click here](#)
    - 10.1 Training Committee
    - 10.2 Public Information Committee
    - 10.3 Proficiency Testing Committee
    - 10.4 Technical Committee
    - 10.5 Nominations Committee
  
  11. APLAC Secretariat [Click here](#)
    - 11.1 Report
    - 11.2 Financial Report
      - 11.2.1 Audited Accounts for 2011
      - 11.2.2 2012 Financial Position
      - 11.2.3 Proposed Budget for 2013
  
  12. International Liaison [Click here](#)
    - 12.1 Asia Pacific Economic Cooperation (APEC)
      - 12.1.1 APEC SCSC
      - 12.1.2 APEC TEL
    - 12.2 International Laboratory Accreditation Cooperation (ILAC)
    - 12.3 European cooperation for Accreditation (EA)
    - 12.4 Interamerican Accreditation Cooperation (IAAC)
    - 12.5 Southern Africa Development Community Cooperation on Accreditation (SADCA)
    - 12.6 ASEAN Consultative Committee on Standards and Quality (ACCSQ) WG2
    - 12.7 African Accreditation Cooperation (AFRAC)
    - 12.8 UNIDO
  
  13. Other Specialist Regional Bodies (SRBs) [Click here](#)
    - 13.1 Asia-Pacific Legal Metrology Forum (APLMF)
    - 13.2 Asia-Pacific Metrology Program (APMP)
    - 13.3 Pacific Accreditation Cooperation (PAC)
    - 13.4 Pacific Area Standards Congress (PASC)
  
  14. Matters Arising from the Minutes [Click here](#)
  
  15. Other Business [Click here](#)
    - 15.1 Presentation by PTB
    - 15.2 Joint APLAC General Assembly and PAC Plenary 2014



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16. Next Meetings [Click here](#)

16.1 19<sup>th</sup> General Assembly 2013

16.2 20<sup>th</sup> General Assembly 2014

16.3 General Assemblies 2015 and Beyond

