



SOUTHERN AFRICAN DEVELOPMENT COMMUNITY COOPERATION IN ACCREDITATION (SADCA) REPORT TO THE APAC GENERAL ASSEMBLY JUNE 2019

This report covers SADCA activities from March 2018 – May 2019.

1. Status of the Cooperation and Multi-Lateral Mutual Recognition Arrangement Signatories

SADCA currently has a total of 19 Members:

- 3 Arrangement Members (MRA Signatories);
 - MAURITAS, SADCAS, and SANAS
- 8 Ordinary Members;
- 0 Associate Members; and
- 8 Stakeholder Members.

SADCA Membership covers all 15 SADC Member states namely: Angola, Botswana, Democratic Republic of Congo (DRC), Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Swaziland, United Republic of Tanzania, Zambia and Zimbabwe.

The SADCA MRA was launched on 14 March 2019 for the scopes of Testing and Calibration to ISO/IEC 17025.

2. SADCA Membership Changes

New SADCA Memberships:

The following members were admitted as Arrangement Members in March 2019:

- Mauritius Accreditation Service (**MAURITAS**) – 14 March 2019 for scopes:
 - Calibration to ISO/IEC 17025:2005;
 - Testing to ISO/IEC 17025:2005; and
 - Quality Management Systems Certification to ISO/IEC 17021-1:2015 and ISO/IEC 17021-3:2017.
- Southern African Development Community Accreditation Service (**SADCAS**) – 14 March 2019 for scopes:
 - Calibration to ISO/IEC 17025:2005;
 - Testing to ISO/IEC 17025:2005;
 - Medical Testing to ISO 15189: 2012; and
 - Inspection to ISO/IEC 17020:2012.
- South African National Accreditation System (**SANAS**) – 14 March 2019 for scopes:
 - Calibration to ISO/IEC 17025:2005
 - Testing to ISO/IEC 17025:2005
 - Medical Testing to ISO 15189:2012
 - Inspection to ISO/IEC 17020:2012; and
 - Quality Management Systems Certification to ISO/IEC 17021-1:2015 and ISO/IEC 17021-3:2013



- Environmental Management Systems Certification to ISO/IEC 17021-1:2015 and ISO/IEC 17021-2:2012
- Food Safety Management Systems to ISO/IEC 17021-1:2015 and ISO 22000
- Product Certification to ISO/IEC 17065

3. SADCA meetings

In the period under review SADCA held the following two meetings:

- SADCA Executive Committee meeting from 4 – 5 February 2019 at the South African National Accreditation System (SANAS) offices in Pretoria, South Africa, the meeting was hosted by the SANAS a SADCA Ordinary Member; and
- 23rd General Assembly and Committee meetings from 10 – 14 March 201 at the Safari Conference Centre in Windhoek, Namibia. The SADCA meetings were held as part of the 34th Southern African Development Community (SADC) Technical Barriers to Trade (TBT) Cooperation Structures Annual meetings and were hosted by the Namibian Ministry of Industrialization, Trade and SME Development. The General Assembly approved the 2018 SADCA Annual Report, SADCA Documents and the 2019/20 Committees Work plans which will published on the SADCA website (www.sadca.org).

4. SADCA Office Bearers

Elections were held during the SADCA General Assembly Meeting on 14 March 2019 for the following Office Bearers:

Position	Name	Term of Office	Body	Country
SADCA Chair	Mrs Maureen Mutasa	March 2019 – March 2021	SADCAS	SADC
SADCA Marketing and Communications Committee Chair	Mr Edward Mmatli	March 2019 – March 2021	Botswana Bureau of Standards (BOBS)	Botswana
SADCA Marketing and Communications Committee Vice Chair	Mrs Chesta Matadeen-Domun	March 2019 – March 2021	MAUTRITAS	Mauritius
SADCA Secretariat	SANAS	March 2019 – March 2022	SANAS	South Africa

5. Documents under development, revision or recently updated which could be transformed into a global application

SADCA is in the process of aligning various documents to international requirements. The following documents were approved since September 2018 and will be available on the website shortly:

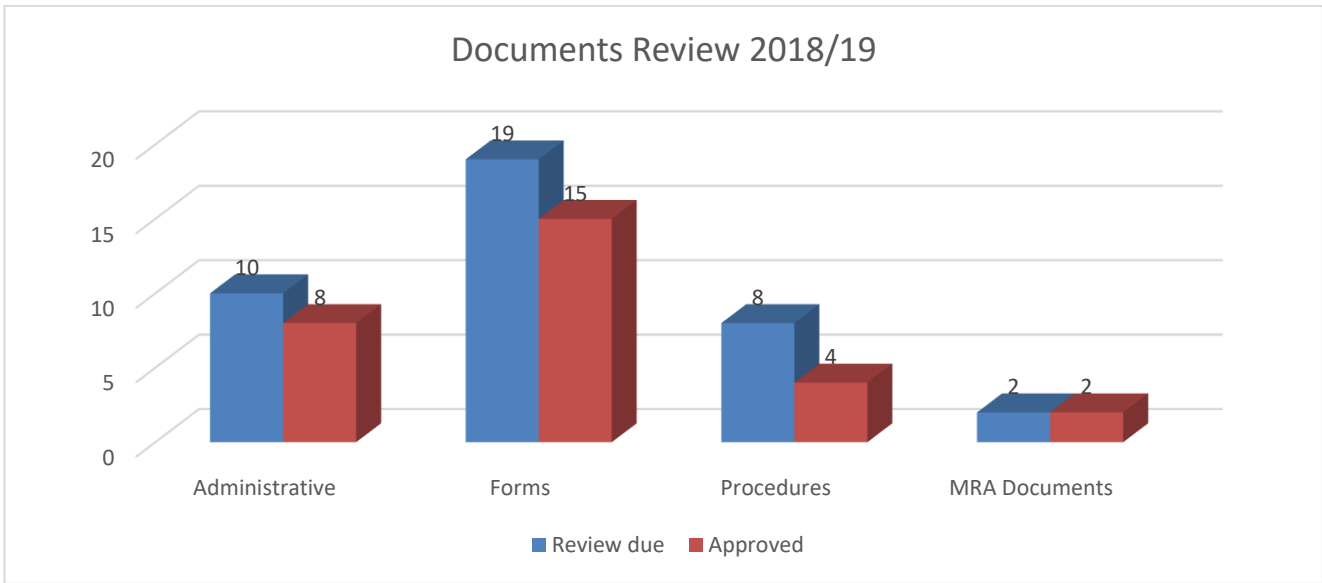


Doc. No. & version	Title	Date approved
A002-02	SADCA Quality Manual	14 March 2019
A009-07	SADCA Executive Committee Work Plan 2019-20	14 March 2019
A011-07	SADCA Technical Committee Work Plan 2019-20	14 March 2019
A010-03	SADCA MRA Committee Work Plan 2019-20	14 March 2019
A012-03	SADCA Marketing and Communications Committee Work Plan 2019-20	14 March 2019
A005-02	SADCA Code of Ethics	14 March 2019
A004-02	Guidelines for the use of the SADCA logo	14 March 2019
A007-02	SADCA Executive Committee Terms of Reference	14 March 2019
M001-02	SADCA Policies and Procedures for an MRA among ABs	14 March 2019
M002-02	SADCA MRA	14 March 2019
P004-01	Joint Evaluations with other regional cooperation's	14 March 2019
P001-02	SADCA Membership Admission Procedure	14 March 2019
P012-02	SADCA Records Management Procedure	14 March 2019
P011-02	Process and procedure for the selection, qualification and monitoring of evaluators	14 March 2019
F002-01	Documents Comments Form	10 March 2019
F003-02	Application for Ordinary Membership	10 March 2019
F004-02	Application for Associate Membership	10 March 2019
F005-02	Application for Stakeholder Membership	10 March 2019
F007-02	Application for an AB to Join the SADCA Arrangement	10 March 2019
F006-02	Declaration of Confidentiality and Impartiality	10 March 2019
F017-01	Evaluation summary report and recommendations to the MRA Council	10 March 2019
F012-02	Team performance by evaluated AB	12 March 2019
F013-02	Review of application for SADCA Peer Evaluator	12 March 2019
F015-02	Performance log for Team Member	12 March 2019
F018-01	Evaluation opening and closing meeting agenda's	12 March 2019
F021-02	Peer Evaluation Team appointment and mandate	12 March 2019
F024-02	Performance log for TL	12 March 2019
F026-02	Checklist for Peer Evaluation	12 March 2019
F027-02	Evaluation programme template	12 March 2019
-	SADCA 2018 Annual Report	14 March 2019

The following documents have been made obsolete:

Doc. No. & version	Title	Date
F001-01	SADCA Checklist for selection of trainee evaluators	12 March 2019
F008-01	SADCA template for findings, ABs response and evaluation team's reaction	12 March 2019
F010-01	List of assessments witnessed by the SADCA Evaluation team	12 March 2019
F014-01	SADCA Witness report	12 March 2019

48 SADCA documents were due for review in 2018/19. SADCA will revise the remainder of its documents to ensure alignment to the ISO/IEC 17011 transition requirements.



6. SADCA Peer Evaluators

	Total	Testing	Medical	Calibration	Inspection	QMS	EMS	FSMS
Trainee Evaluators	13	3	1	2	2	1	0	0
Qualified Evaluators	5	4	1	2	2	1	1	1

In 2019 the following evaluator was qualified as a SADCA Team Leaders (TL):

- Mrs Maureen Mutasa (SADCAS)

In 2019 the following evaluator was qualified as a SADCA Evaluator:

- Mr Shadrack Phophi (SANAS) for the scope of Testing

SADCA/AFRAC trainee Evaluators trained by the African Accreditation Cooperation (AFRAC) in 2015 attended a Peer Evaluators workshop from 27 – 28 April 2019 in Nairobi, Kenya.

AFRAC, ARAC and SADCA have a combined Peer Evaluators register, to ensure access to expertise and the sharing of evaluators in the continent.

7. SADCA Peer Evaluations

The following evaluation was undertaken in 2018:

Accreditation body: MAURITAS
Type of Evaluation: Full evaluation
Scopes: Calibration, Testing, QMS
Dates: 21 – 25 May 2018

7.1. Transition to ISO/IEC 17011:2017



- SADCA has implemented a 2-year transition period for ISO/IEC 17011:2017. The SADCA MRA Committee continues to ensure that monitoring of the AB transition plans is done.

8. SADCA Internal Audit

The 1st SADCA Internal Audit was conducted from 6 – 7 December 2018 in Pretoria, South Africa. The Audit team consisted of:

- Yolanda Vinnicombe – SANAS;
- Hellen Morokane – SANAS; and
- Chankar Bheekhun – MAURITAS.

Summary of findings: 7 NC's, 8 Concerns and 9 Comments were raised.

9. Future Meetings of the Cooperation

Meeting	Date	Venue
SADCA Executive Committee Meeting	January 2020	Botswana
24 th SADCA General Assembly Meetings	March 2020	To be confirmed

10. Contact details

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