

TITLE: OUTLINE OF JCTLM PROCEDURES FOR IDENTIFYING AND LISTING REFERENCE MEASUREMENT SERVICES PROVIDED BY REFERENCE LABORATORIES			
JCTLM WG2-P-01 Version : 1.1	Date : Dec. 06, 2005	Authorized : JCTLM Executive	

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PROCEDURE

JCTLM WG-2 P-01

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1. Contents

PARAGRAPH	TITLE	PAGE
1.	<u>CONTENTS</u>	2
2.	<u>PURPOSE</u>	2
3.	<u>SCOPE</u>	2
4.	<u>ACRONYMS</u>	2
5.	<u>DEFINITIONS</u>	3
6.	<u>PROCEDURES</u>	3
7.	<u>RELATED DOCUMENTS</u>	3
8.	<u>REVISION HISTORY</u>	3

ATTACHMENT: FLOWCHART

2. Purpose

This outline procedure provides an overview of the process by which JCTLM WG2 and its review teams identify and recommend Services provided by Reference Measurement Laboratories for listing as qualified to perform designated reference measurement procedures according to the requirements defined for calibration laboratories in procedures P-02, P-03-A, P-03-B and P-03-C of this manual.

3. Scope

The processes described apply to all Reference Measurement Laboratories nominated for inclusion by the JCTLM in its lists of laboratories demonstrated to be qualified to perform designated reference methods identified in the JCTLM List of Reference Methods and according to the guidelines presented in this Quality System Manual.

4. Acronyms

Acronyms used in these procedures are defined in the document JCTLM WG2-P-00, Outline of the Calibration and Measurement Hierarchy - Quality Policy and Definitions.

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5. Definitions

Definitions for the terms used in these procedures are given in the document JCTLM WG2-P-00, Outline of the Calibration and Measurement Hierarchy - Quality Policy and Definitions and the documents referenced therein.

6. Procedures

The procedure for the nomination of services of reference laboratories to be listed in the JCTLM List and the criteria by which these laboratory services are evaluated as well as the processes for delisting and regarding appeals are segmented into five processes. The details of each process are presented in the individual procedures of this manual. The attached flowchart indicates how the detailed processes are interconnected.

7. Related documents

JCTLM WG2-P-00	Outline of the Calibration and Measurement Hierarchy In Laboratory Medicine - Quality Policy and Definitions
JCTLM WG2-P-02	Process for Requesting and Accepting Nominations for JCTLM Listing of Reference Measurement Laboratory Services
JCTLM WG2-P03-A	Process for Verification and Publication of Calibration and Measurement Capability (CMC) Claims in the JCTLM Database (National Metrology Institutes).
JCTLM WG2-P-03-B	Process for Review of Reference Measurement Services from Laboratories who are Accredited as Calibration Laboratories (ISO 17025+15195)
JCTLM WG2-P-03-C	Process for Review of Reference Measurement Services from Laboratories who are Preparing for Accreditation
JCTLM WG2-P-04	Process for Listing Reference Measurement Laboratory Services
JCTLM WG2-P-05	Process for De-Listing Reference Measurement Services

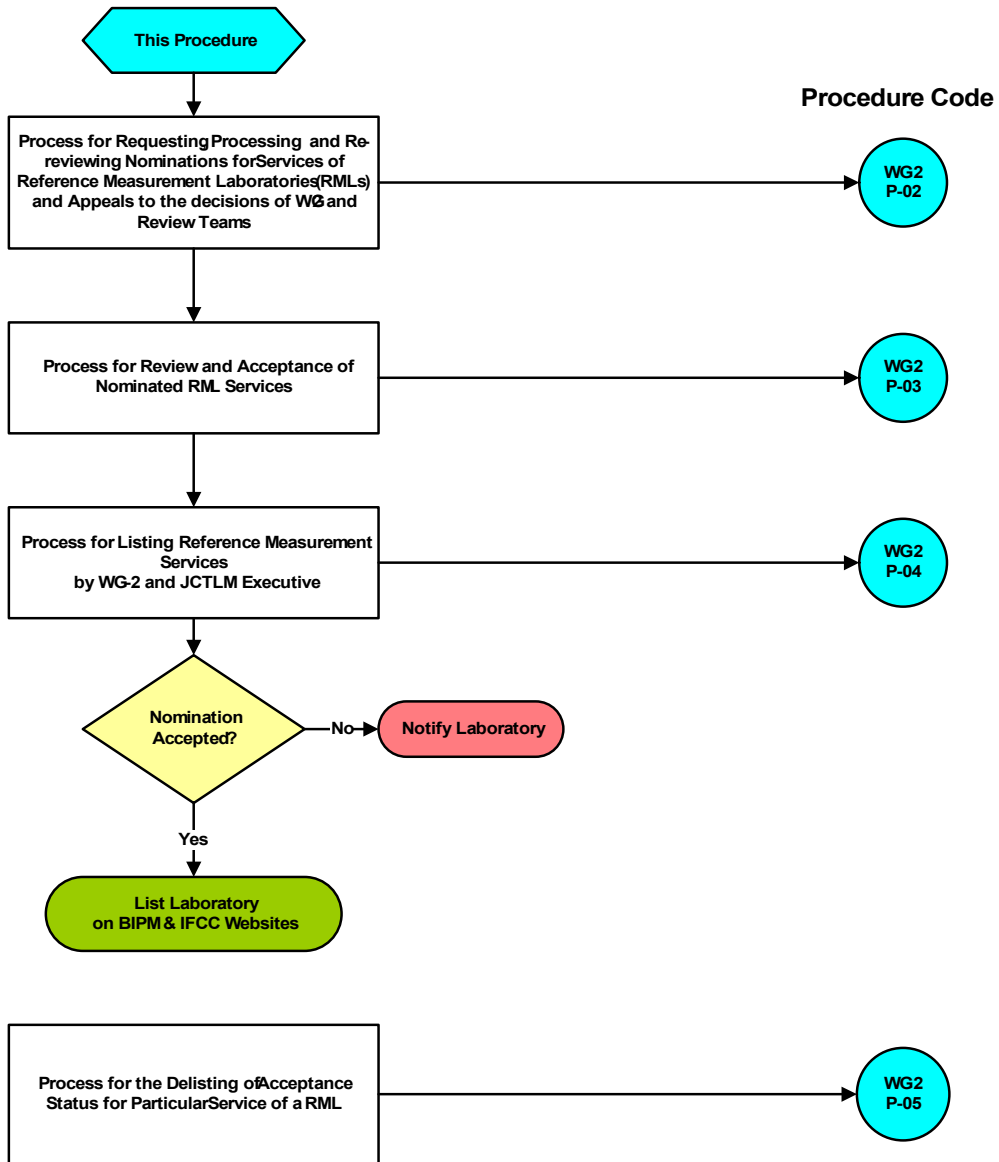
8. Revision History

Version number	Date of Issue/Review	Summary of change
Version 1.1	Dec. 6, 2005	Document approved by Executive Meeting Nov. 14, 2005

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WG-2 P-01**

Responsibility: JCTLM Executive, WG-2, Review Teams



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