

Initial screen

NIST

National Voluntary Laboratory Accreditation Program (NVLAP)

Welcome to the new
NVLAP Interactive Web System (NIWS)

This portal is a secure on line tool that enables your organization to apply for or renew your laboratory's NVLAP accreditation and keep relevant accreditation records up to date.

powered by **Touchstone** v1.7

Search Directory

Test Method & Calibration Parameters

Lab Portal Login

Assessor Portal Login

Lab Portal Login

NIST

National Voluntary Laboratory Accreditation Program (NVLAP)

Welcome

This customer portal is a secure on-line tool that enables your organization to apply for and manage your NVLAP accreditation while keeping relevant accreditation records up to date.

 NVLAP Website

 Search Directory

Sign In

Email Address:

Password:

Remember me

Login

[Forgot Password?](#)

WARNING * WARNING *** WARNING**
This is a U.S. Government computer system, which may be accessed and used only for authorized Government business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including criminal investigations. Such information includes sensitive data encrypted to comply with confidentiality and privacy requirements. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

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powered by 

Customer Dashboard-Shows the Alerts and tabs for the lab areas.

A) Screens under My Labs tab:

1) Dashboard

- a. Alerts-notices used to let laboratory know the status of the assessment process, such as the assigned assessor, the report submission, etc.
- b. Overview-provides the laboratory name (Lab Code) and address. By selecting Manage Lab Information, labs will be able to review the information that is used to create their lab record.

The screenshot displays the NVLAP Customer Dashboard. At the top, there is a blue header bar with the NVLAP logo on the left and a dropdown menu 'Test - bthomas - lab test' on the right. Below the header, the page title 'Dashboard' is shown, followed by a breadcrumb trail 'Home > Dashboard'. The main content area is divided into two main sections: 'Alerts' on the left and 'Overview' on the right.

Alerts Section:

- Alerts:** A title bar with a bell icon.
- Four alert items listed vertically:
 - Lab 999999: Assessment has been assigned to Thomas Hettenhouser. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/16/2018 10:50 AM)
 - Lab 999999: Assessment has been assigned to Thomas Hettenhouser. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/09/2018 12:56 PM)
 - Lab 999999: Assessment has been assigned to Hazel Richmond. There is no action needed at this time. The assessor will contact you to schedule the assignment. (03/13/2018 02:15 PM)
 - Lab 999999: Assessment has been assigned to Patrick Abbott. There is no action needed at this time. The assessor will contact you to schedule the assignment. (01/18/2018 10:42 AM)

Overview Section:

- Overview:** A title bar with a microscope icon.
- Lab Information:
 - Test Asbestos Lab (999999-0)
 - Manage Lab Information
 - Address: test1234 street
 - City: test - city, MD 11111
- Navigation tabs: My Labs, My Applications, My Accreditations, My Assessments (with a red alert icon).

1) Lab information

Lab Management: Test Asbestos Lab (999999-0)

Lab Notices

There are no notices.

Lab Information

Important: Please make sure we have your most up-to-date Lab information. Please review the Lab information and update as needed.

All fields marked with * are required.

Organization

Lab Name:

Lab Type:

Owner:

Legal Entity:

Website:

Primary Address

Address:

City: State:

Zip: Country:

Shipping/Mailing Address

Same as primary

Address:

City: State:

Zip: Country:

Billing Address

Same as primary

Address:

City: State:

Zip: Country:

Back **Continue**

2) Contacts

NVLAP

Test - bthomas - lab test ▾

Home > Lab Management > Lab Information

Lab Management: Test Asbestos Lab (999999-0)

Lab Notices:
There are no notices

Contacts

Important! Please make sure we have your most up to date contacts information for your organization.

To request an Authorized Representative (AR) change please contact nvlap@nist.gov. A Conditions for Accreditation form, signed by the new AR, is required to be uploaded. A fillable pdf form can be downloaded from the Lab Documents tab.

To update a current Contact please select the Edit Contact link.

To add a new Contact please select the Add link for the appropriate Contact. Do not overwrite an existing Contact.

To remove a Contact please select the trashcan icon next to the Edit Contact link.

Contact marked with  requires change approval and is only editable by contacting NVLAP.

★ Authorized Representative

 Test - bthomas - lab test (beth.thomas@nist.gov)
owner
[View Contact](#)

 test bureau drive
test - city, MD 11111
P:1234561234

Bill To [+ Add Bill To](#)

Signatory [+ Add Signatory](#)

 Test for change signatory (beth.thomas@nist.gov)
test title
[Edit Contact](#)

Technical Representative

Quality Manager

Other

[Back](#) [Continue](#)

3) Applications-This screen shows a list of the applications that have been generated for the laboratory, the Accreditation program for the application, and the status of the application. The highlighted application entry will be followed through the application process.

Lab Management: Test Asbestos Lab (999999-0)

Lab Notices:

There are no notices

Lab Information

Contacts

Applications (Selected)

Assessments

Accreditations

Applications

Action	Status	Last Action
<input type="checkbox"/> Open Lab Application	Asbestos	Cancelled
<input type="checkbox"/> Open Lab Application	Asbestos	Cancelled
<input type="checkbox"/> Open Lab Application	Asbestos	Cancelled
<input type="checkbox"/> Submitted on 05/27/2015 <input type="checkbox"/> Open Lab Application	Asbestos	Cancelled
<input type="checkbox"/> Submitted on 10/24/2015 <input type="checkbox"/> Open Lab Application	Asbestos	Submitted
<input type="checkbox"/> Submitted on 04/25/2016 <input type="checkbox"/> Open Lab Application	Asbestos	Cancelled
<input type="checkbox"/> Started on 10/26/2015 <input type="checkbox"/> Open Lab Application	Prod Test > Construction	In-Progress
<input type="checkbox"/> Started on 10/26/2015 <input type="checkbox"/> Open Lab Application	Prod Test > Construction	In-Progress
<input type="checkbox"/> Started on 10/26/2015 <input type="checkbox"/> Open Lab Application	Prod Test > Construction	In-Progress
<input type="checkbox"/> Started on 10/26/2015 <input type="checkbox"/> Open Lab Application	Prod Test > Construction	In-Progress
<input type="checkbox"/> Submitted on 11/01/2015 <input type="checkbox"/> Open Lab Application	Prod Test > Construction	Submitted
<input type="checkbox"/> Started on 11/21/2015 <input type="checkbox"/> Open Lab Application		In-Progress
<input type="checkbox"/> Started on 11/21/2015 <input type="checkbox"/> Open Lab Application		In-Progress
<input type="checkbox"/> Started on 11/30/2015 <input type="checkbox"/> Open Lab Application		In-Progress
<input type="checkbox"/> Started on 01/13/2017 <input type="checkbox"/> Open Lab Application	Asbestos	Pending
<input type="checkbox"/> Started on 08/21/2018 <input type="checkbox"/> Open Lab Application	Asbestos	Pending

Back
Continue

4) Assessments-This screen summarizes if the laboratory has an assessment with the renewal period, and if so, the status of the assessment (Complete-Pass, Resolving Nonconformity, etc.). The Assessment with the status of Resolving Nonconformities will be reviewed under the My Assessments tab.

There are no notices

Lab Management: Test Asbestos Lab (999999-0)

Assessments

Assessment Code	Status	Category
Assessment Code 0	Completed - Pass	Asbestos
Assessment Code 0	Resolving Nonconformity	Asbestos
Assessment Code 0	Pending	Asbestos

Back Continue

5) **Accreditations**-This screen shows which accreditation programs the laboratory is accredited in (Asbestos), and the dates of the accreditation cycle (the documentation will follow the Renewal with the cycle listed From: 2018-10-01 To: 2019-09-30).

 Test - bthomas - lab test v

Home > Lab Management > Lab Certificates

Lab Management: Test Asbestos Lab (999999-0)

Lab Notices:	Accreditations		
There are no notices	6000002609	Asbestos	
	From: 2018-10-01 To: 2019-09-30		
			
Lab Information	6000001324	Asbestos	
Contacts	From: 2018-01-01 To: 2018-12-31		
Applications			
Assessments	6000000880	Asbestos	
Accreditations	From: 2016-07-01 To: 2017-06-30		
			
	6000000021	Asbestos	
	From: 2016-04-01 To: 2017-03-31		
			
	5000001538	Asbestos	
	From: 2015-07-01 To: 2016-06-30		
			
	5000001539	Asbestos	
	From: 2015-04-15 To: 2016-03-31		
			
	5000001540	Asbestos	
	From: 2015-01-01 To: 2015-12-31		
			
	6000000000	Asbestos	
	From: 2015-05-01 To: 2015-12-31		
			



A) Screens under My Applications tab

1) Dashboard

- a. Alerts-notices used to let laboratory know the status of the assessment process, such as the assigned assessor, the report submission, etc.
- b. Overview-provides a list of the application actions for the laboratory. This information will be following the highlighted application renewal process by selecting Open Lab Application.

The screenshot displays the MyLab application interface. At the top, there is a header bar with the MyLab logo and a dropdown menu labeled "Test - bthomas - lab test". Below the header, a breadcrumb navigation shows "Home > Dashboard". The main content area is divided into two main sections: "Alerts" on the left and "Overview" on the right.

Alerts Section:

- Header: Alerts
- Content: A list of five alerts, each with a bell icon, a timestamp, and a trash icon. The alerts are:
 - Lab 999999: Assessment has been assigned to Thomas Hettenhouser. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/16/2018 10:50 PM)
 - Lab 999999: Assessment has been assigned to Thomas Hettenhouser. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/09/2018 12:56 PM)
 - Lab 999999: Assessment has been assigned to Hazel Richmond. There is no action needed at this time. The assessor will contact you to schedule the assignment. (03/13/2018 02:15 PM)
 - Lab 999999: Assessment has been assigned to Patrick Abbott. There is no action needed at this time. The assessor will contact you to schedule the assignment. (01/18/2018 10:42 AM)
 - Lab 999999: Review documents. Status of Assessment 0 of lab Test Asbestos lab was changed to On Site Report Submitted. (12/19/2017 01:26 PM)

Overview Section:

- Header: Overview
- Header Buttons: My Labs, My Applications, My Accreditations, My Assessments (with a red notification badge)
- Content: A list of application actions for the laboratory, each with a document icon, a title, a status, and a timestamp. The actions are:
 - Test Asbestos Lab (999999-0) - Open Lab Application - Asbestos Fiber Analysis - Cancelled - Revoked - Started on 08/21/2018, Pending - Renewal
 - Test Asbestos Lab (999999-0) - Open Lab Application - Asbestos Fiber Analysis - Started on 11/21/2016, In-Progress
 - Test Asbestos Lab (999999-0) - Open Lab Application - Product Testing > Construction Materials Testing - Started on 10/26/2016, In-Progress
 - Test Asbestos Lab (999999-0) - Open Lab Application - Product Testing > Construction Materials Testing - Started on 10/26/2016, In-Progress
 - Test Asbestos Lab (999999-0) - Open Lab Application - Product Testing > Construction Materials Testing - Started on 10/26/2016, In-Progress

Upon selecting Open Lab Application:

1) Instructions

The screenshot shows the NVLAP Accreditation Application interface. At the top, the NVLAP logo is on the left, and the text 'Test - bthomas - lab test' is on the right. Below the header, the breadcrumb navigation shows 'Home > Accreditation Application > Instructions'. The main title is 'Accreditation Application for: Test Asbestos Lab (999999-0)'. On the left, a sidebar lists the application steps: 'Accreditation for:' (Asbestos Fiber Analysis), 'Instructions' (selected), 'Lab Information', 'Contacts', 'Scopes of Accreditation', 'Other Accreditation', 'Lab Documents', 'Fees', and 'Submission in-progress'. The 'Instructions' step is detailed with the following content:

Important! Please read this carefully before continuing.

The NVLAP Interactive Website (NIWS) is the web-based application for a secure submission of an online accreditation application. This system is also used to submit supporting documentation pertaining to the accreditation.

A Laboratory applies through the NIWS for accreditation using the self-directed system:

1. Complete the Program-Specific Application form where applicable.
2. Upload the supporting documents for the application
3. Submit payment information

The application is not complete until you have selected **Submit Application** on the Submission section.

Please contact nwshelp@nist.gov if you need assistance with your online application.

At the bottom right of the 'Instructions' section are 'Back' and 'Continue' buttons.

2) Lab Information-This information is provided to NVLAP on the General Application for New Laboratories form with the initial application, in which NVLAP sets up the database entry for the laboratory's review with each application submission.

Test - bthomas - lab test

Home > Accreditation Application > Lab Information

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for:

- Asbestos Fiber Analysis
- Instructors
- Lab Information**
- Contacts
- Scopes of Accreditation
- Other Accreditation
- Lab Documents
- Fees
- Submission in-progress

Lab Information

Please make sure we have your most up to date Lab information.
Please review the Lab Information and update as needed.

All fields marked with * are required.

Organization

Name*: Test Asbestos Lab

Type*:

Owner*:

Legal Entity*: Sole Proprietorship

Website:

Primary Address

Address: test1234 street

City: test - city State: Maryland

Zip: 11111 Country: United States

Shipping/Mailing Address

Address: test1234 street

City: test - city State: Maryland

Zip: 11111 Country: United States

Billing Address

Address: test1234 street

City: test - city State: Maryland

Zip: 11111 Country: United States

Same as primary

Back Continue

3) Contacts-This Authorized Representative information is provided to NVLAP on the General Application for New Laboratories form. Once the laboratory has been entered into the database by NVLAP and provided with the credentials to access their laboratory record, they are able to log into the Lab Portal and create and modify the Signatory records.

NVLAP

Test - bthomas - lab test

Home > Accreditation Application > Contacts

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

Instructions

Lab Information

Contacts

Scopes of Accreditation

Other Accreditation

Lab Documents

Fees

Submission in-progress

Please make sure we have your most up to date contacts' information for your organization.

To request an Authorized Representative (AR) change please contact nvlap@nist.gov. For an AR change you must submit a signed Conditions for Accreditation. A fillable pdf, Conditions for Accreditation form, can be downloaded from: [My Accreditations](#) tab, open the current accreditation and Click on the Lab Documents tab.

Contact marked with  requires change approval and is only editable by contacting NVLAP.

★ Authorized Representative

 Test - bthomas - lab test (bthomas@nist.gov)
owner
[View Contact](#)

test bureau drive
test - city, MD 11111
1234561234

Bill To

Signatory

 Test for change signatory (bthomas@nist.gov)
test:ode
[Edit Contact](#)

test1234 street
test - city, MD 11111

 Changes Pending

Technical Representative

Quality Manager

Other

[Back](#) [Continue](#)

3a Add or remove Signatory Contact

\$ Fees

✓ Submission in-progress

Bill To

Test for change signatory (beth.thomas@nist.gov)
test title

New Signatory Contact

Prefix:

First Name*:

Middle Name:

Last Name*:

Suffix:

Title:

Email Address*:

Work Phone:

Contact Address

Address:

City: State:

Zip: Country:

Expertise

3b-Signatory-Edit Contact

Submission in progress

Bill To

Signatory

Test for change signatory (beth.thomas@nist.gov)
test 1234 street
test - ct, MD 11111

Changes Pending

2 Changes Pending

Edit Signatory Contact: Test for change signatory

Prefic:

First Name*: Test for change

Middle Name:

Last Name*: signatory

Suffix:

Title: test title

Email Address*: beth.thomas@nist.gov

Work Phone:

Contact Address

Address: test 1234 street

City: test - ct State: Maryland

Zip: 11111 Country:

Expertise

Save Contact

Remove Contact

4) **Scopes of Accreditation**-This screen allows the laboratories to see what test methods are available for the accreditation program and those that they have selected. Laboratories make any modifications to their scope using this screen.

Test - bthomas-lab test

Home > Accreditation Application > Scopes of Accreditation

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

Scopes of Accreditation

For a new lab:

- Identify the desired scope of accreditation from the Available Test Methods selection.
- Select the test method and confirm with Add Test Method

For a renewal lab:

- Review the Selected Test Methods
- To add test methods, select the test method and confirm with Add Test Method
- To remove test methods, select the test method and confirm with Remove Test Method

Instructions

All PLM laboratories are required to apply for 18/A01. Accreditation for the 18/A03 method will not be granted without 18/A01.

[PT] beside the Test Method Description indicates that proficiency testing is required.

Available Test Methods

Show Matches Only

Search...

National Voluntary Laboratory Accreditation Program

Asbestos Fiber Analysis

Bulk Asbestos Analysis

[PLM] EPA - 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples

[PLM] EPA 600-R-93/116, Method for the Determination of Asbestos in Bulk Building Materials

Airborne Asbestos Analysis

[TEM] US EPA's "Interim Transmission Electron Microscopy Analytical Methods-Mandatory and Nonmandatory and Mandatory Section to Determine Completion of Response Actions" as found in 40 CFR, Part 763, Subpart E, Appendix A

Selected Test Methods

Click here to refresh page to update Test Method

PN - Test Method has Public Notice LR - Test Method has Lab Remark

REQ - Test Method is required PT - Proficiency Test is required

[PLM] EPA - 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples

[PLM] EPA 600-R-93/116, Method for the Determination of Asbestos in Bulk Building Materials

Request for Additional Test Method(s)

Are there any additional test methods for accreditation that do not appear on the above test method selection list? If Yes, please enter the test method designations and descriptions in the box below or attach as a Scope Changes in the Documents section. You will be contacted by a NVLAP Program Manager regarding the requested methods.

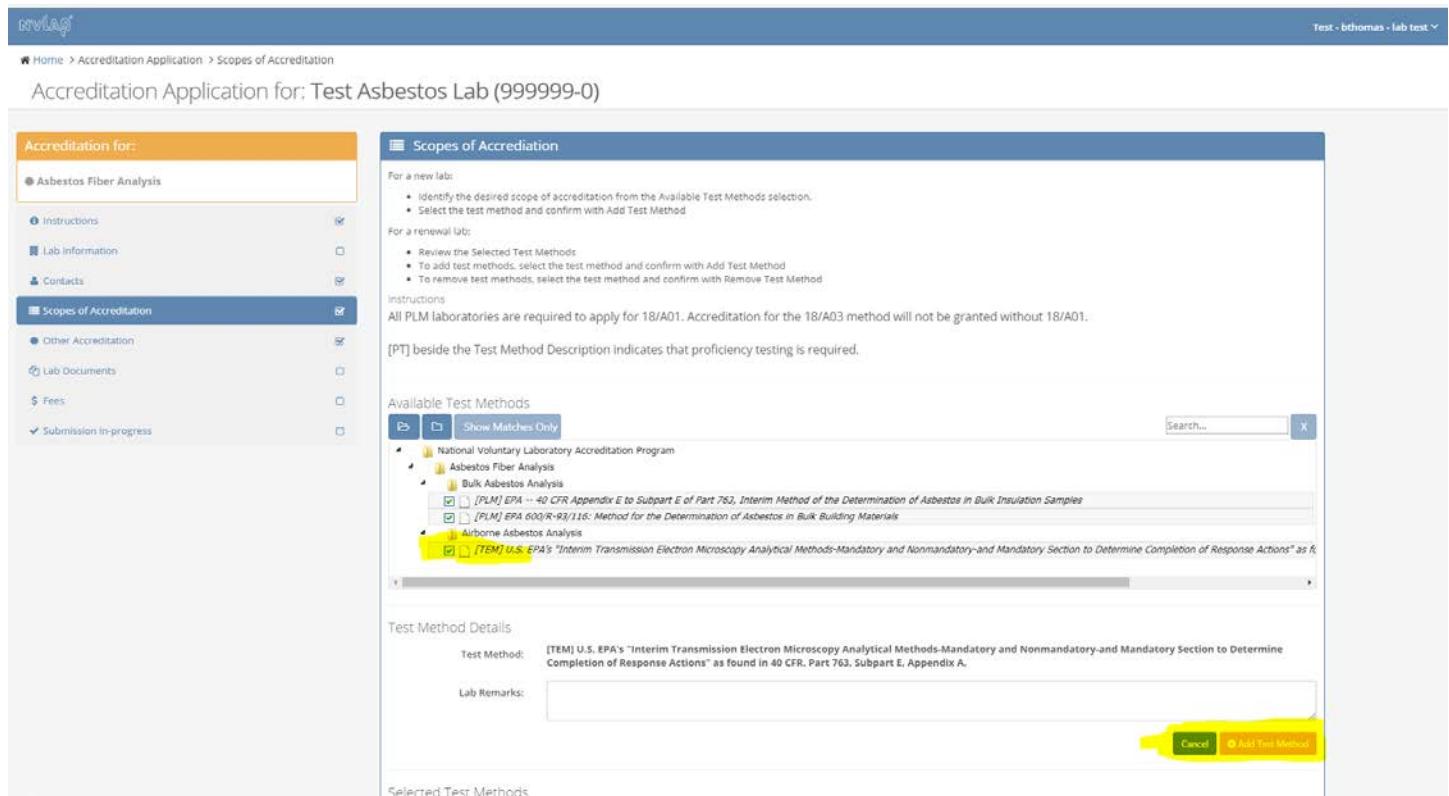
No

Yes

Submit Additional Method(s)

Back Continue

4a) Adding a test method to the scope



Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

Scopes of Accreditation

For a new lab:

- Identify the desired scope of accreditation from the Available Test Methods selection.
- Select the test method and confirm with Add Test Method

For a renewal lab:

- Review the Selected Test Methods
- To add test methods, select the test method and confirm with Add Test Method
- To remove test methods, select the test method and confirm with Remove Test Method

Instructions

All PLM laboratories are required to apply for 18/A01. Accreditation for the 18/A03 method will not be granted without 18/A01.

[PT] beside the Test Method Description indicates that proficiency testing is required.

Available Test Methods

Search... X

National Voluntary Laboratory Accreditation Program

- Asbestos Fiber Analysis
- Bulk Asbestos Analysis
- [PLM] EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples
- [PLM] EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials
- [TEM] U.S. EPA's "Interim Transmission Electron Microscopy Analytical Methods-Mandatory and Nonmandatory-and Mandatory Section to Determine Completion of Response Actions" as found in 40 CFR, Part 763, Subpart E, Appendix A.

Test Method Details

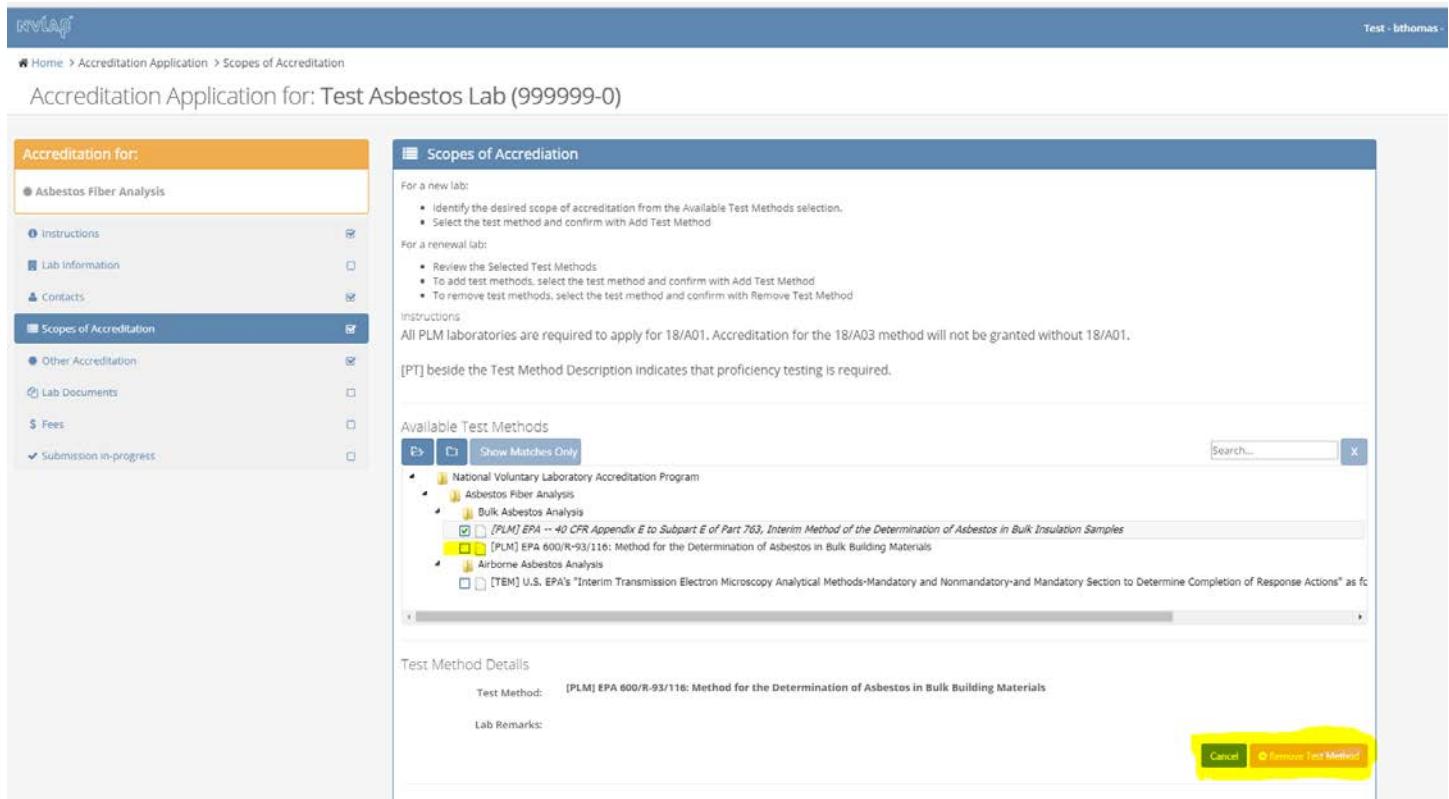
Test Method: [TEM] U.S. EPA's "Interim Transmission Electron Microscopy Analytical Methods-Mandatory and Nonmandatory-and Mandatory Section to Determine Completion of Response Actions" as found in 40 CFR, Part 763, Subpart E, Appendix A.

Lab Remarks:

Cancel Add Test Method

Selected Test Methods

4b) Removing a test method on the scope



Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

Scopes of Accreditation

For a new lab:

- Identify the desired scope of accreditation from the Available Test Methods selection.
- Select the test method and confirm with Add Test Method

For a renewal lab:

- Review the Selected Test Methods
- To add test methods, select the test method and confirm with Add Test Method
- To remove test methods, select the test method and confirm with Remove Test Method

Instructions

All PLM laboratories are required to apply for 18/A01. Accreditation for the 18/A03 method will not be granted without 18/A01.

[PT] beside the Test Method Description indicates that proficiency testing is required.

Available Test Methods

Search... X

National Voluntary Laboratory Accreditation Program

- Asbestos Fiber Analysis
- Bulk Asbestos Analysis
- [PLM] EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples
- [PLM] EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials
- [TEM] U.S. EPA's "Interim Transmission Electron Microscopy Analytical Methods-Mandatory and Nonmandatory-and Mandatory Section to Determine Completion of Response Actions" as found in 40 CFR, Part 763, Subpart E, Appendix A.

Test Method Details

Test Method: [PLM] EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

Lab Remarks:

Cancel Remove Test Method

Selected Test Methods

5) Other Accreditations-NVLAP requests applicant laboratories to provide information about other ILAC related areas, such as accreditations, use of the Combined ILAC MRA Mark, and the revision of the standard to which they are requesting accreditation.

NVLAP

Test - bthomas - lab test ▾

Home > Accreditation Application > Other Accreditation

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for:

Asbestos Fiber Analysis

Instructions
 Lab Information
 Contacts
 Scopes of Accreditation
Other Accreditation
 Lab Documents
 Fees
 Submission in-progress

Other Accreditation

Please make sure we have your most up to date Lab information.

Please review the current information and update as appropriate.

All fields marked with * are required.

Is the laboratory currently accredited by another ILAC-recognized accreditation body? Yes No

If Yes, please provide the following information:

Name of other accreditation body (AB)

Accreditation number with other AB

Does laboratory intend to maintain its accreditation with the other AB? Yes No

If No, please indicate the reason for seeking this change in accreditation provider:

Reason

Is the laboratory intending to use the combined ILAC MRA Mark? Yes No

Is the laboratory requesting accreditation against the 17025:2017 standard? Yes No

If Yes you can add any additional comments in here:

[Back](#) [Continue](#)

6) Lab Documents-this screen includes the areas where the applicant laboratory is required to upload the supporting documents for the application.

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for:

- Asbestos Fiber Analysis
- Instructions
- Lab Information
- Contact
- Scopes of Accreditation
- Other Accreditation
- Lab Documents**
- Fees
- Submission in-progress

Lab Documents

Please make sure we have your most relevant up to date documents for your organization.

Please upload the laboratory documents in the required document locations below. If multiple documents are to be uploaded to the same document location, these documents can be placed into a .zip file and can be uploaded. Do not use the miscellaneous document location if there is a defined location available.

Icon Legend:

- Information
- Warning
- Success
- Document
- Lock
- File
- Search
- Print
- Help
- Upload/View Document(s)
- Download Document(s)
- Print Document(s)
- Search Document(s)
- Filter Document(s)
- Hide Filtered

Application Documents (5 items)

- Quality Manual**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Records of Latest Internal Audit**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Records of Latest Management Review**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Organization Chart**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Laboratory Description**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Scope Documents (1 items)

- Scope Changes**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Scope Documents (1 items)

- Scope Changes**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Financial Documents (3 items)

- Laboratory Purchase Order**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Memorandum of Understanding (MOU)**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Inter-Agency Agreement (IAA)**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Assessment Documents (1 items)

- Nonconformance Response**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Proficiency Testing (1 items)

- Proficiency Testing Report**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Miscellaneous (1 items)

- Misc Document**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Lab Documents (2 items)

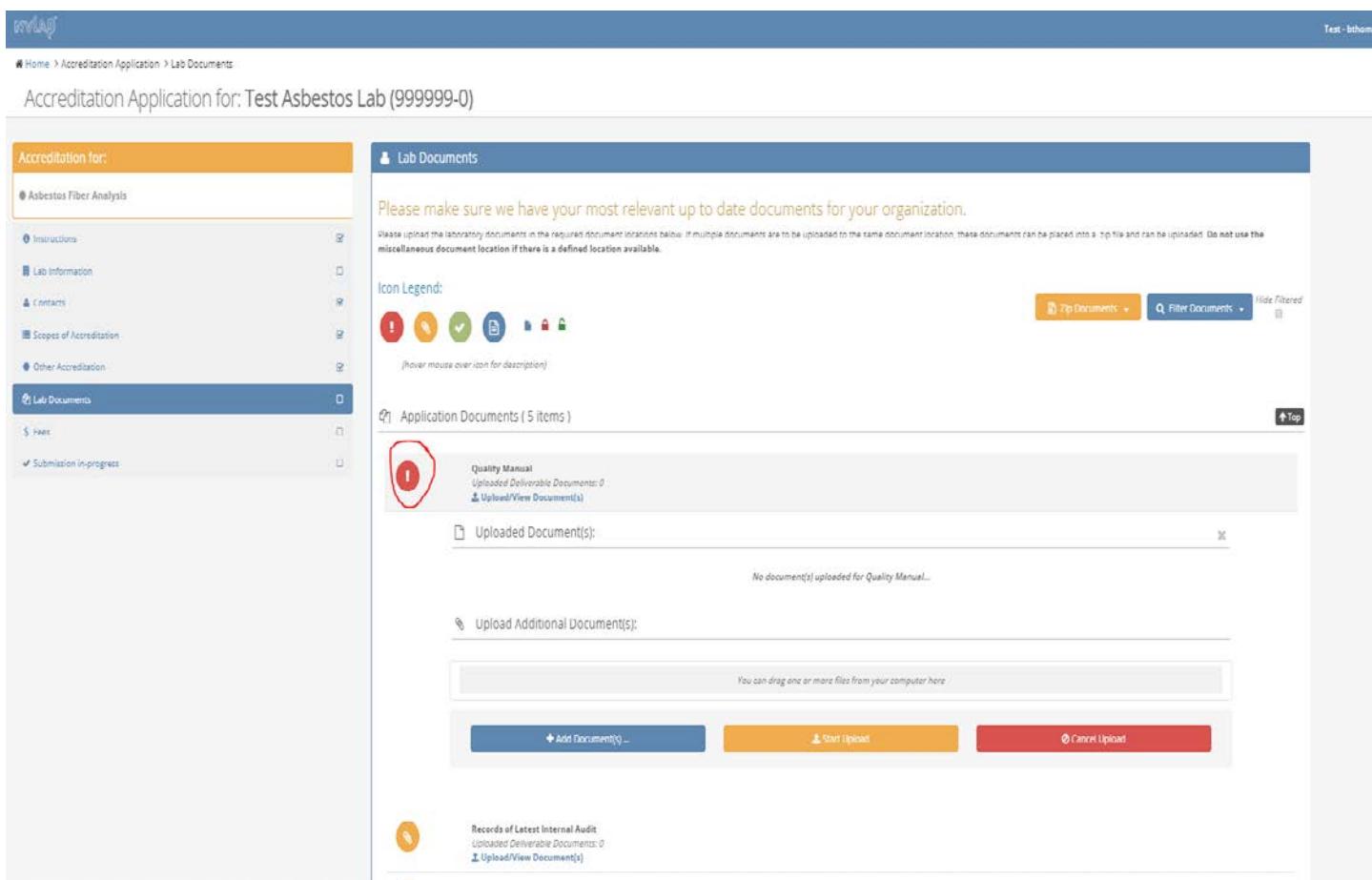
- Accreditation Submission**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Conditions for Accreditation**
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Download References/Templates:

- Memorandum of Understanding (MOU) form Fed - PDF
- Conditions for Accreditation - PDF

Back **Logout**

6a) The lab is required to provide a several documents as part of the application. Required documents are indicated by the red circle with exclamation point. The lab uploads the documents into the portal



Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

Lab Documents

Please make sure we have your most relevant up to date documents for your organization.

Icon Legend: ! (hover mouse over icon for description)

Zip Documents Filter Documents Hide Filtered

Application Documents (5 items)

Quality Manual
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

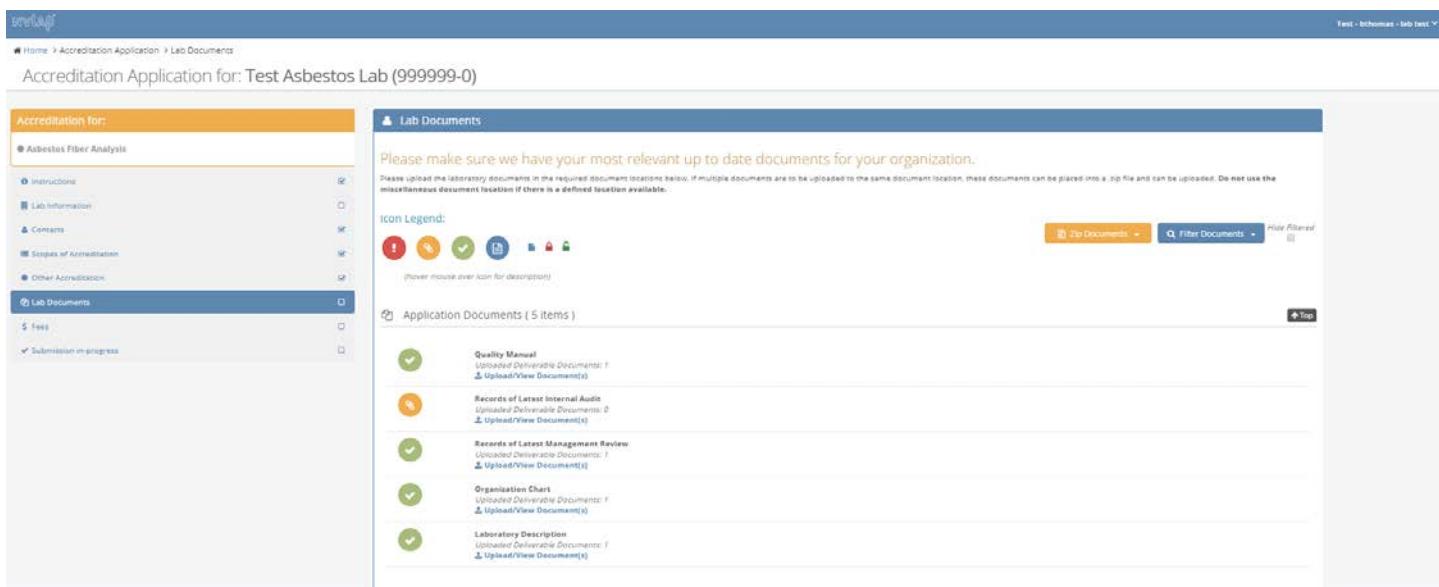
Uploaded Document(s): No document(s) uploaded for Quality Manual...

Upload Additional Document(s): You can drag one or more files from your computer here

Add Document Start Upload Cancel Upload

Records of Latest Internal Audit
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

6b) Once the documentation has been uploaded into the required fields, the required indicator is changed to a green circle with a check mark



Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

Lab Documents

Please make sure we have your most relevant up to date documents for your organization.

Icon Legend: ! (hover mouse over icon for description)

Zip Documents Filter Documents Hide Filtered

Application Documents (5 items)

Quality Manual
Uploaded Deliverable Document(s): 1
Upload/View Document(s)

Records of Latest Internal Audit
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Records of Latest Management Review
Uploaded Deliverable Document(s): 1
Upload/View Document(s)

Organization Chart
Uploaded Deliverable Document(s): 1
Upload/View Document(s)

Laboratory Description
Uploaded Deliverable Document(s): 1
Upload/View Document(s)

7) Fees-this screen allows the laboratory to identify the payment method for the Administrative Technical Support Fee.

NVLAP

Test - bthomas - lab test

Home > Accreditation Application > Fees

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for:

- Asbestos Fiber Analysis

Instructions

Lab Information

Contacts

Scopes of Accreditation

Other Accreditation

Lab Documents

\$ Fees

Submission in-progress

\$ Fees

NVLAP Fee Payment Information:

1. A laboratory enrolled in more than one accreditation program receives a \$2,600 discount to the Administrative/Technical Support Fee. Contact NVLAP for details.
2. Onsite assessments are conducted before an initial accreditation, during the first renewal year, and every two years thereafter. **Do not remit the onsite assessment fee with this application.** A separate invoice for the onsite assessment fee will be issued.
3. Laboratories enrolled in accreditation programs requiring proficiency testing (PT) will either [1] pay the provider of service directly (for testing conducted through outside services), or [2] pay NIST upon receipt of an invoice (for PT arranged by NVLAP).
4. For more information, please see the NVLAP Fee Structure at: <https://www.nist.gov/nvlap/nvlap-fee-structure>.

MAIL CHECK TO:

NVLAP/Accounts
 National Institute of Standards and Technology
 Building 101, Room A800
 100 Bureau Drive, Stop 1624
 Gaithersburg, MD 20899-1624

Fee Name	Description	Program (code)	Amount
Administrative Technical Support Fee	Administrative Technical Support Fee	National Voluntary Laboratory Accreditation Program()	\$5,225.00
On Site Assessment Fee	On Site Assessment Fee	National Voluntary Laboratory Accreditation Program()	\$0.00
Proficiency Testing Assessment Fee	Proficiency Testing Assessment Fee	National Voluntary Laboratory Accreditation Program()	\$0.00

Fee for accreditation: \$5,225.00

Please select the payment method.

- Check.** Make check payable to: National Institute of Standards and Technology. Write "NVLAP" and your Lab Code (if assigned) on the check to ensure proper credit. Please see mailing address in the instructions above.
- Credit card or ACH.** Go to: <https://pay.gov/paygov/forms/formInstance.html?agencyFormId=31608926>
- Wire payment.** Send wire payment using the U.S. Department of Treasury FEDWIRE system. Contact NVLAP for details at NVLAP@nist.gov
- Purchase order.** Attach a copy of purchase order in the Documents section. The NIST Billing and Collections Department will invoice your laboratory for the total fee amount.
- Calibration State Laboratory.**

Back **Continue**

<https://nvlap.nist.gov/nvlap/index.cfm?event=labApplication.fees&labApplicationId=7402#>

8) Submission of the Application-This screen identifies if the application is ready for submission.
8a) If any issues are identified within the Lab Information, Lab Documents and Fee steps, the system will not allow the laboratory to submit the application until the issues have been resolved.

INVLAD*

Test- bthomas-lab test

Home > Accreditation Application > Submission

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for:

Asbestos Fiber Analysis

Instructions	<input checked="" type="checkbox"/>
Lab Information	<input type="checkbox"/>
Contacts	<input checked="" type="checkbox"/>
Scopes of Accreditation	<input checked="" type="checkbox"/>
Other Accreditation	<input checked="" type="checkbox"/>
Lab Documents	<input type="checkbox"/>
Fees	<input type="checkbox"/>
Submission in-progress	<input type="checkbox"/>

Incomplete Application

Your Application is not ready for submission. Please complete the following issues to submit the application.

1. Lab Information has missing fields
 - o Type is missing
 - o Owner is missing
2. There are 4 documents missing
 - o Document Type Records of Latest Management Review is missing.
 - o Document Type Quality Manual is missing.
 - o Document Type Laboratory Description is missing.
 - o Document Type Organization Chart is missing.
3. There is an invalid information in Fees
 - o Please Select a Payment Option.

Back

8b) Once all the issues with the application have been resolved, the Submission screen identifies the Conditions for Accreditation in which the laboratory agrees to abide by these terms and conditions, and their password is required to be provided to complete the submission.

NVLAP

Test- bthomas - lab test ▾

Home > Accreditation Application > Submission

Accreditation Application for: Test Asbestos Lab (999999-0)

Accreditation for: Asbestos Fiber Analysis

✓ Submission

By clicking Submit Application along with your password you agree to the following terms and conditions

To become accredited and maintain accreditation, a laboratory shall agree to comply with the following NVLAP conditions for accreditation:

a. comply at all times with the NVLAP requirements for accreditation as set forth in NIST Handbook 150 and relevant technical documents, including any changes to those requirements;

b. fulfill the accreditation procedure, especially to receive the assessment team and allow access to information, documents, and records;

c. when the laboratory conducts activities at clients' sites, have arrangements to provide access to the assessment team;

d. pay the fees charged to the applicant laboratory as determined by NVLAP, and maintain relevant financial agreements;

e. participate in proficiency testing as required;

f. follow NVLAP conditions for referencing accreditation status (see Annex A and Annex B);

g. resolve all nonconformities;

h. report to NVLAP within 30 days any significant changes relevant to its accreditation, in any aspect of its status or operation relating to:

i. legal, commercial, organizational, or ownership status;

i. organization, top management, or key personnel, including Authorized Representative and Approved Signatories;

i. main policies;

i. resources and location, including equipment, facilities, and working environment, where significant;

i. scope of accreditation, or

i. other matters that may affect the laboratory's ability to comply with the requirements of NIST Handbook 150 and/or relevant technical documents;

i. return to NVLAP the Certificate of Accreditation and the Scope of Accreditation should it be requested to do so by NVLAP.

In addition to the confidentiality provisions of NIST Handbook 150 paragraph 1.7, NVLAP (administered by NIST) and the laboratory seeking accreditation acknowledge and agree that the accreditation assessments and proficiency testing work done by NIST/NVLAP is done in accordance with the authority granted to NIST by Title 15 United States Code Section 3710a. The Parties further agree that to the extent permitted by law, NIST will protect information obtained during application, on-site assessment, proficiency testing, evaluation, and accreditation from disclosure pursuant to Title 15 USC 3710a(c)(7)(A) and (7)(B) for a period of five (5) years after it is obtained.

For the first five years that laboratory information is held by NVLAP, both confidentiality provisions will be in force — NIST Handbook 150 and 15USC3710a. Information in NVLAP's possession for more than five years will continue to be held in confidence under the provision of NIST Handbook 150.

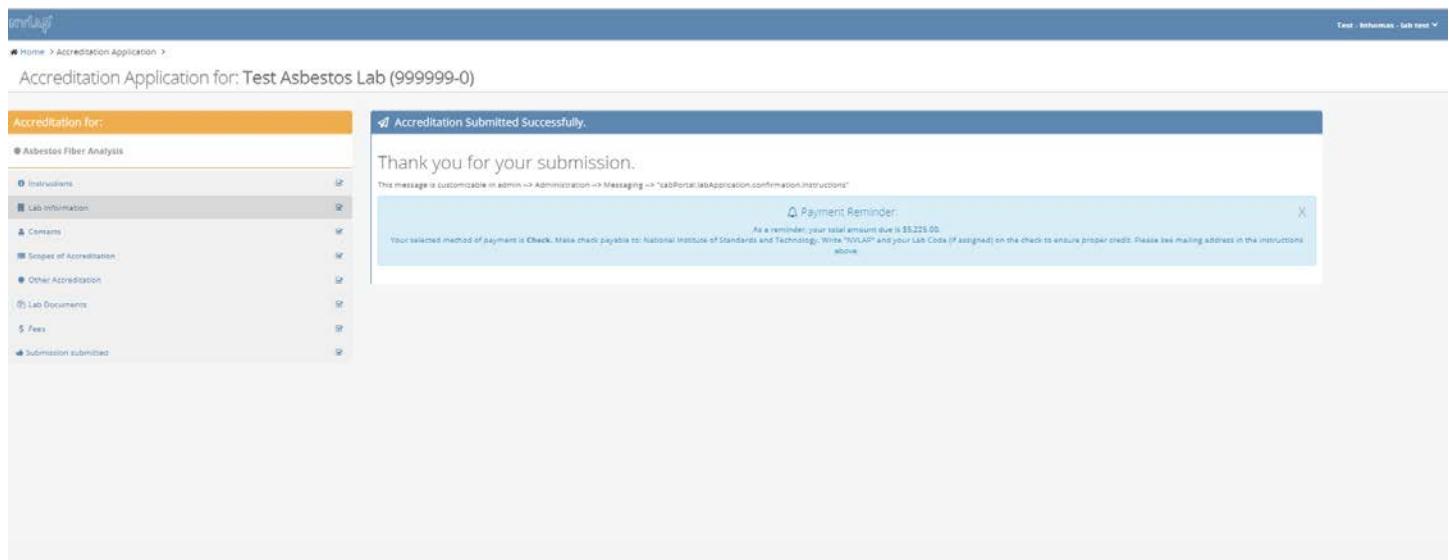
SUBMISSION AGREEMENT CONFIRMATION

As the applicant laboratory's Authorized Representative, I agree to the above conditions for accreditation. I attest that all statements made in this application are correct to the best of my knowledge and are made in good faith.

Your Password:

Back Submit Application

8c) The laboratory Authorized Representative uses their password to submit the application and receives confirmation of the submission.



The screenshot shows a web-based application for laboratory accreditation. The top navigation bar includes links for Home, Accreditation Application, Test, Initiatives, and LabNet. The main title is "Accreditation Application for: Test Asbestos Lab (999999-0)". On the left, a sidebar titled "Accreditation for:" lists categories: "Asbestos Fiber Analysis" (selected), "Institutions", "Lab Information", "Consents", "Scope of Accreditation", "Other Accreditation", "Lab Documents", "Fees", and "Submission Submitted". The main content area displays a success message: "Accreditation Submitted Successfully." and "Thank you for your submission." It also includes a "Payment Reminder" section with instructions: "As a reminder, your total amount due is \$5,225.00. Your selected method of payment is Check. Make check payable to: National Institute of Standards and Technology. Write 'NVLAP' and your Lab Code (if assigned) on the check to ensure proper credit. Please use mailing address in the instructions above." A small "X" icon is in the top right corner of the message box.

B) My Accreditations tab-In the Overview, select the Open Application for the Renewal status

The screenshot shows the NVLAP dashboard with the following sections:

- Alerts:** A sidebar on the left listing five notifications, each with a timestamp and a trash icon.
- Overview:** The main content area with a blue header bar containing navigation links: My Labs, My Applications, My Accreditations, and My Assessments (with a red notification badge showing 1).
- Accreditation List:** A table showing three accreditation entries, each with a status indicator (Renewal or Accredited) and a trash icon.

Accreditation ID	Service	Status	Actions
6000002609	Asbestos Fiber Analysis	Renewal	Renewal
6000001324	Asbestos Fiber Analysis	Accredited	Accredited
6000000880	Asbestos Fiber Analysis	Accredited	Accredited

1) Accreditation Information-No laboratory input required

NVLAP Test - bthomas - lab test ▾

Home > Accreditation > Accreditation Information

Accreditation for: Test Asbestos Lab (999999-0)

Accreditations:

- Asbestos Fiber Analysis

Accreditation Information

The Accreditation Information section does not require laboratory input.

All fields marked with * are required.

Summary

Accreditation Code: 6000002609
Lab Name: Test Asbestos Lab
Cycle:
Accreditation Status: Renewal

Dates

Effective Date: 10/01/2018
Application Received Date:
Application Revision Date:
Expiration Date: 09/30/2019
Accreditation Date:
Application Published Date:

[Back](#) [Continue](#)

2) Scopes of Accreditation-Screen is the same that is found under the My Applications tab, on the Scopes of Accreditation screen.

3) NVLAP Documents-Screen shows the NVLAP retained information regarding letters and correspondence to the laboratory for application information.

4) Lab Documents-Same screen as found in the My Applications tab in the Lab Documents file. Used for the laboratory to review the information they have provided.

myLab

Home > Accreditation > Lab Documents

Test - Incho

Accreditation for: Test Asbestos Lab (999999-0)

Accreditations:

- Asbestos Fiber Analysis

Accreditation Information

Scopes of Accreditation

NVAP Documents

Lab Documents (selected)

Assessor Documents

Lab Documents

Lab Documents

Please make sure we have your most relevant up to date documents for your organization.

Please upload the laboratory documents in the required document locations below. If multiple documents are to be uploaded to the same document location, these documents can be placed into a .zip file and can be uploaded. Do not use the miscellaneous document location if there is a defined location available.

Icon Legend:

- Red circle with exclamation mark: Quality Manual
- Yellow circle with hand icon: Records of Latest Internal Audit
- Red circle with exclamation mark: Records of Latest Management Review
- Red circle with exclamation mark: Organization Chart
- Red circle with exclamation mark: Laboratory Description
- Yellow circle with document icon: Scope Changes
- Orange circle with document icon: Financial Documents

Zip Documents **Filter Documents** **Hide Filtered**

Application Documents (5 items)

- Quality Manual
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Records of Latest Internal Audit
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Records of Latest Management Review
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Organization Chart
Uploaded Deliverable Document(s): 0
Upload/View Document(s)
- Laboratory Description
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Scope Documents (1 items)

- Scope Changes
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Financial Documents (1 items)

- Memorandum of Understanding (MOU)
Uploaded Deliverable Document(s): 0
Upload/View Document(s)

Download References/Templates:

- Memorandum of Understanding (MOU) Non Fed - PDF

Top

Top

Top

<p> Financial Documents (1 items)</p> <p> Memorandum of Understanding (MOU) Uploaded Deliverable Document(s): 0 Upload/View Document(s)</p> <p></p>
<p> Assessment Documents (1 items)</p> <p> Nonconformity Response Uploaded Deliverable Document(s): 0 Upload/View Document(s)</p> <p></p>
<p> Proficiency Testing (1 items)</p> <p> Proficiency Testing Report Uploaded Deliverable Document(s): 0 Upload/View Document(s)</p> <p></p>
<p> Miscellaneous (1 items)</p> <p> Misc Document Uploaded Deliverable Document(s): 0 Upload/View Document(s)</p> <p></p>
<p> Lab Documents (2 items)</p> <p> Accreditation Submission Uploaded Deliverable Document(s): 0 Upload/View Document(s)</p> <p> Conditions for Accreditation Uploaded Deliverable Document(s): 0 Upload/View Document(s)</p> <p> Download References/Templates:  Memorandum of Understanding (MOU) non Fed - PDF Download</p> <p></p>

C) Screens under My Assessments tab

The Overview pane shows the laboratory's assessment history, and the status of the assessment (Completed-Pass, Resolving Nonconformity). The screen shots follow the Assessment with an Open Non-Conformity by selecting Display Assessment.

Alerts

- Lab 999999: Assessment has been assigned to Thomas Heidenhouser. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/16/2018 10:50 AM)
- Lab 999999: Assessment has been assigned to Thomas Heidenhouser. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/09/2018 12:56 PM)
- Lab 999999: Assessment has been assigned to Hazel Richmond. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/13/2018 02:15 PM)
- Lab 999999: Assessment has been assigned to Patrick Abbott. There is no action needed at this time. The assessor will contact you to schedule the assignment. (05/16/2018 10:42 AM)
- Lab 999999: Review documents. Status of Assessment 0 of lab Test Asbestos lab was changed to On Site Report Submitted (05/19/2018 01:06 PM)
- Labcode 999999: Review Assessor Biography - Bradley W Moore. Please click here to review and approve bio. (05/14/2018 08:39 PM)

Overview

Assessment Code	Assessor	Status
0	Thomas Heidenhouser	Asbestos Fiber Analysis Completed - Pass
0	Thomas Heidenhouser	Asbestos Fiber Analysis Resolving Nonconformity
0	Hazel Richmond	Asbestos Fiber Analysis Completed - Pass

1) Assessment Information screen-no laboratory input

Assessments

- Asbestos Fiber Analysis
- Assessment Information
- Assessors
- INVAP Documents
- Lab Documents
- Assessor Documents
- Non-Conformity Reports

Assessment for: Test Asbestos Lab (999999-0)

Assessment Information

The Assessment Information section does not require laboratory input.

All fields marked with * are required.

Summary

Assessment Code: 0

Lab Name: Test Asbestos Lab

Lab Locations: 001122334455
Lab City: MD 11111

Assessment Purpose: On-Site Assessment

Assessment Status: Resolving Nonconformity

Dates

Scheduled Start Date:

Actual Start Date:

Actual End Date:

Back Continue

2) Assessors-shows the history of the assessors involved with the assessments

Assessment for: Test Asbestos Lab (999999-0)

Assessors

Important! Please review the assigned assessors information.

Select View Biography

1. Select View Biography, review
2. To Assess or Reject select appropriate link and confirm

Contact marked with requires change approval and is only editable by contacting NVLAP.

★ Lead Assessor

- Stephen Sevard
- Christina Cross
- Bradley Moore Program Manager
- Bradley Moore Program Manager
- Hazel Richmond Program Manager

★ Evaluator

★ Assessor

- Patrick Abbott
- Patrick Abbott

2a) Laboratories can view the assessor's biography by selecting View Biography.

Assessment for: Test Asbestos Lab (999999-0)

Assessors

Important! Please review the assigned assessors information.

Select View Biography

1. Select View Biography, review
2. To Assess or Reject select appropriate link and confirm

Contact marked with requires change approval and is only editable by contacting NVLAP.

★ Lead Assessor

- Stephen Sevard
- Christina Cross
- Bradley Moore Program Manager
- Bradley Moore Program Manager
- Hazel Richmond Program Manager

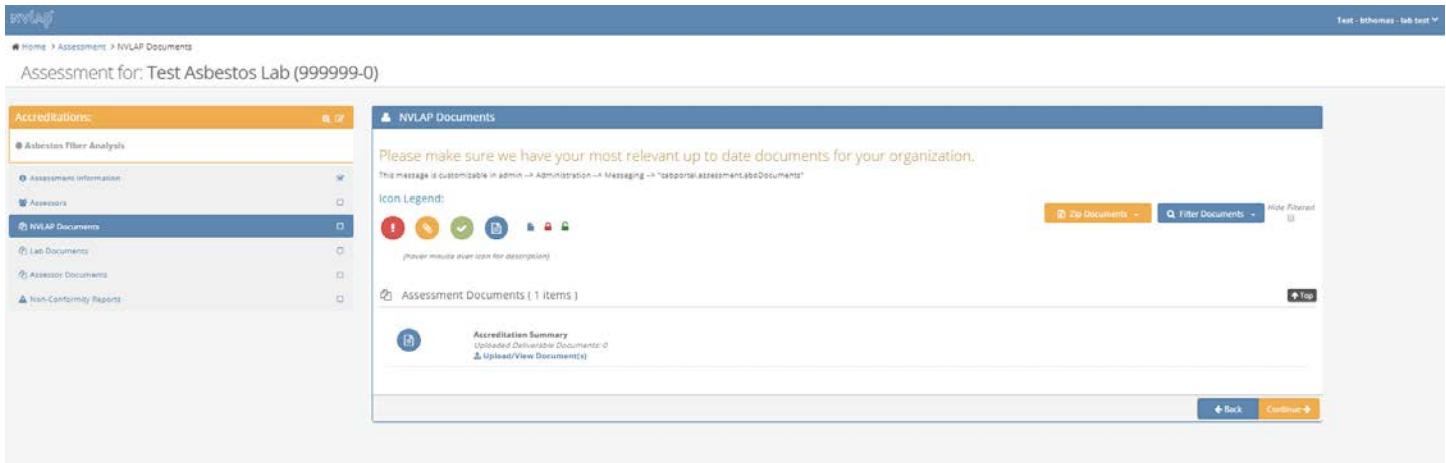
Bradley Moore

Mr. Moore is the NVLAP Program Manager for the Electromagnetic Compatibility and Telecommunications (ECT) Program, the Biometrics Testing Program, and the Radiation Detection Instruments (RDI) Program. Mr. Moore joined the staff of NVLAP in February 2007. As a Program Manager, he is involved with many of the aspects of the laboratory accreditation process, which include training and monitoring of the NVLAP assessors to ensure that quality laboratory assessments are continuously performed to ISO/IEC 17025 and to meet international requirements of recognized accreditation bodies. Prior to 2007, Mr. Moore was a member of one of the first accreditation teams for the NVLAP program, which was the first accreditation program of its kind in the United States. Mr. Moore's responsibilities within the ECT and Biometrics programs are within the EMC and Automotive EMC laboratory programs. Mr. Moore is currently a member of the Institute of Electrical and Electronic Engineers (IEEE), and ANSI Z50 Subcommittee 6. Mr. Moore is an approved ISO/IEC 17025 lead-assessor. In 2009 he successfully completed the APLAC (ISO/IEC 17011) evaluator training and is now a recognized APLAC peer-evaluator. Brad was completed the ISO 9001 Lead Auditor training and examination provided by Quality Assurance International (QAI). He also is the coauthor of NIST Handbook 130-23, Biometrics Testing Program-Specific Accreditation Requirements and NIST Handbook 130-11, ECT Program-Specific Accreditation Requirements. Mr. Moore holds a B.S. degree in Biology from Frostburg State (MD) University (2000).

★ Evaluator

★ Assessor

3) NVLAP Documents-Lab is able to view the Accreditation Summary document



Assessment for: Test Asbestos Lab (999999-0)

Accreditations:

- Asbestos Fiber Analysis
- Assessment Information
- Assessors
- NVLAP Documents**
- Lab Documents
- Assessor Documents
- Non-Conformance Reports

NVLAP Documents

Please make sure we have your most relevant up to date documents for your organization.

This message is customizable in admin -> Administration -> Messaging -> "Customize Assessment Lab Documents"

Icon Legend:

- !
- Download
- ✓
- Info
- Lock
- Padlock

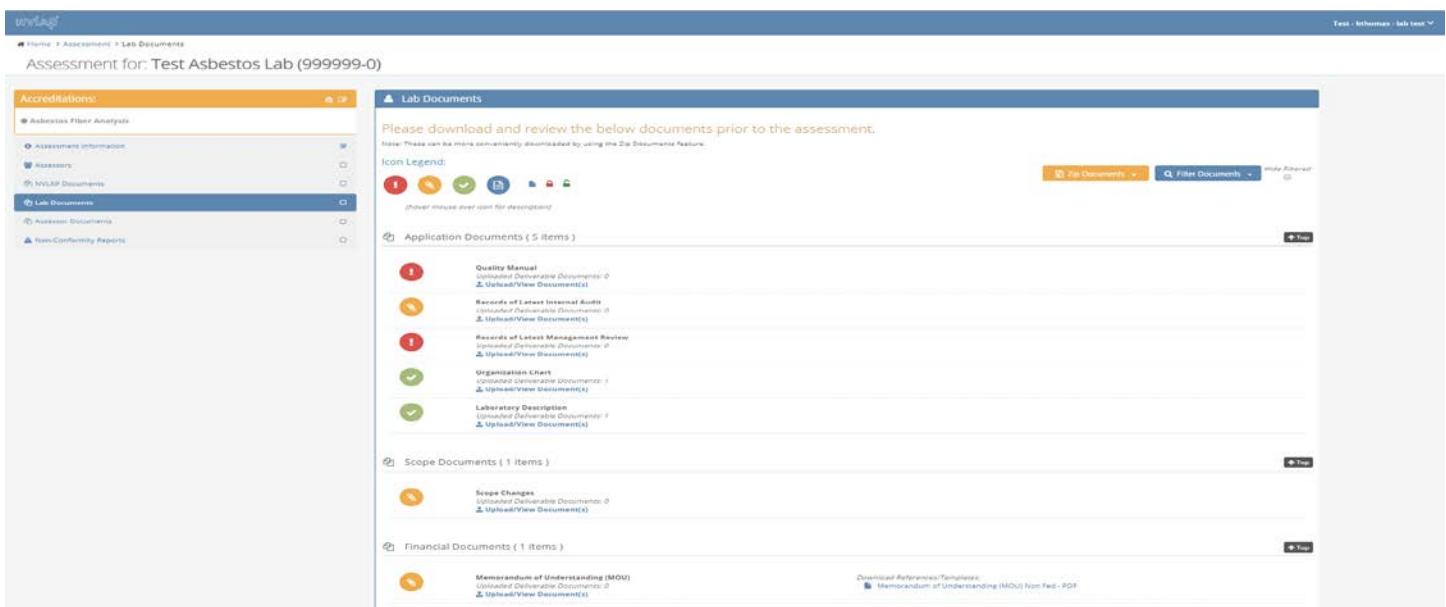
(Hover mouse over icon for description)

Assessment Documents (1 items)

Item	Details
Accreditation Summary	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

Back Continue

4) Lab Documents-Same information as found in Lab Documents file under My Accreditations tab.



Assessment for: Test Asbestos Lab (999999-0)

Accreditations:

- Asbestos Fiber Analysis
- Assessment Information
- Assessors
- NVLAP Documents
- Lab Documents**
- Assessor Documents
- Non-Conformance Reports

Lab Documents

Please download and review the below documents prior to the assessment.

Note: These can be more conveniently downloaded by using the Zip Documents feature.

Icon Legend:

- !
- Download
- ✓
- Info
- Lock
- Padlock

(Hover mouse over icon for description)

Application Documents (5 items)

Item	Details
Quality Manual	Uploaded Deliverable Document(s): 0 Upload/View Document(s)
Records of Latest Internal Audit	Uploaded Deliverable Document(s): 0 Upload/View Document(s)
Records of Latest Management Review	Uploaded Deliverable Document(s): 0 Upload/View Document(s)
Organization Chart	Uploaded Deliverable Document(s): 1 Upload/View Document(s)
Laboratory Description	Uploaded Deliverable Document(s): 1 Upload/View Document(s)

Scope Documents (1 items)

Item	Details
Scope Changes	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

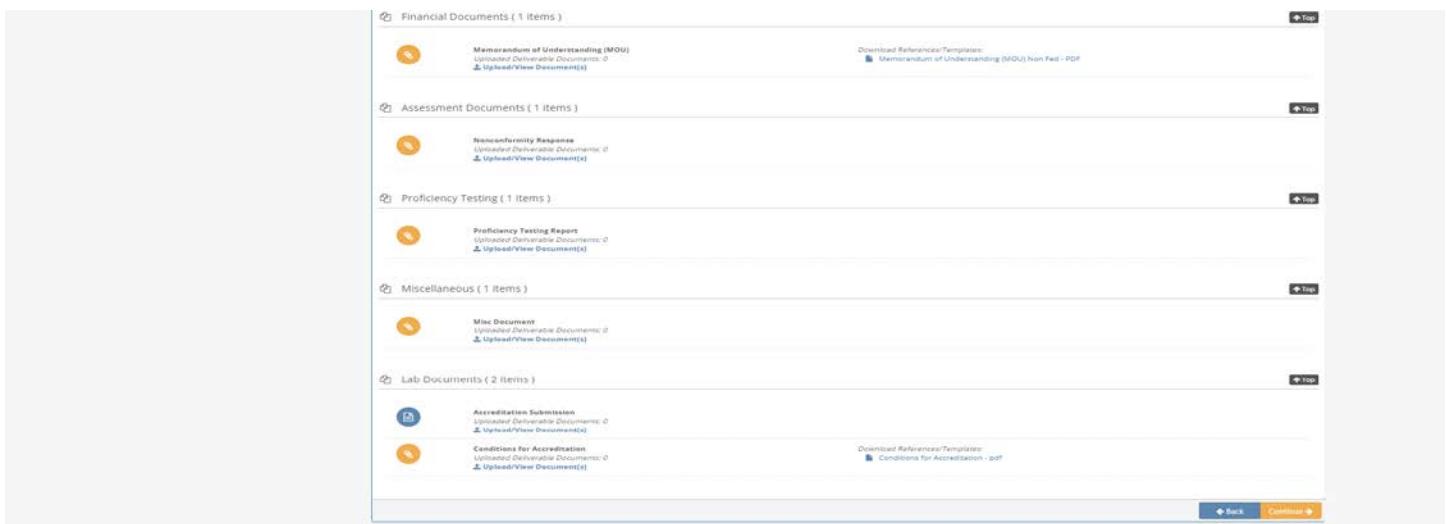
Financial Documents (1 items)

Item	Details
Memorandum of Understanding (MOU)	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

Download References/Templates:

- Memorandum of Understanding (MOU) Non Fed - PDF

Back Continue



Assessment Documents (1 items)

Item	Details
Nonconformance Response	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

Proficiency Testing (1 items)

Item	Details
Proficiency Testing Report	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

Miscellaneous (1 items)

Item	Details
Misc Document	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

Lab Documents (2 items)

Item	Details
Accreditation Submission	Uploaded Deliverable Document(s): 0 Upload/View Document(s)
Conditions for Accreditation	Uploaded Deliverable Document(s): 0 Upload/View Document(s)

Download References/Templates:

- Memorandum of Understanding (MOU) Non Fed - PDF

Back Continue

5) Assessor Documents-this screen shows the information that has been provided as part of the assessment.

Assessment for: Test Asbestos Lab (999999-0)

Accreditations: [View](#)

- Asbestos Fiber Analysis
- Assessment Information
- Assessors
- IVLAP Documents
- Lab Documents
- Assessor Documents
- Non Conformity Reports

Assessor Documents

Please make sure we have your most relevant up to date documents for your organization.

These documents can be downloaded for review.

Icon Legend: 

(Hover mouse over icon for description)

[Zip Documents](#) [File Documents](#) [Hide Filtered](#)

Assessment Documents (4 items) [Top](#)

 **On Site Assessment Package**
(Uploaded Deliverable Documents: 0)
[Upload/View Document\(s\)](#)

 **On-Site Assessment Summary**
Uploaded Deliverable Documents: 0
[Upload/View Document\(s\)](#)

 **On-Site Signature Sheet with Narrative**
(Uploaded Deliverable Documents: 0)
[Upload/View Document\(s\)](#)

 **Test Method Review Summary (TMRS)**
(Uploaded Deliverable Documents: 0)
[Upload/View Document\(s\)](#)

[Download References/Templates:](#)
[On-Site Assessment Summary - Word](#)
[On-Site Assessment Summary \(ISO/IEC 17025:2017\)](#)

[Download References/Templates:](#)
[On-Site Signature Sheet with Narrative - Word](#)
[On-Site Signature Sheet with Narrative \(ISO/IEC 17025:2017\)](#)
[On-Site Signature Sheet with Narrative - Abbreviated](#)

[Download References/Templates:](#)
[Test Method Review Summary - Excel](#)

Checklist (1 items) [Top](#)

 **NIST HB 150-13 Asbestos (TEM) Checklist - Word**
(Uploaded Deliverable Documents: 0)
[Upload/View Document\(s\)](#)

[Download References/Templates:](#)
[NIST HB 150-13 Asbestos \(TEM\) Checklist - Word](#)

Miscellaneous (1 items) [Top](#)

 **Misc Document**
(Uploaded Deliverable Documents: 0)
[Upload/View Document\(s\)](#)

[Back](#) [Continue](#)

6) Non-Conformity Report-The laboratory can see the results and status of the on-site assessment, including the status of any nonconformities cited, by selecting Open Report.

Assessment for: Test Asbestos Lab (999999-0)

Accreditations:

- Asbestos Fiber Analysis
- Assessment Information
- Assessors
- NVLAP Documents
- Lab Documents
- Assessor Documents
- Non-Conformity Reports

Non-Conformity Reports

Click Open Report to open the On-Site Assessment Non-Conformity Report.

Reports

Reference Number 1 (19-Dec-17)

Asbestos

Open Report

Open Non-Conformities: 1

No Closed Non-Conformities

View Open

Back

6a)-Lab can view the nonconformity report and provide evidence of resolution to the nonconformity by selecting View/Manage Non-Conformity.

Assessment for: Test Asbestos Lab (999999-0)

Accreditations:

- Asbestos Fiber Analysis
- Assessment Information
- Assessors
- NVLAP Documents
- Lab Documents
- Assessor Documents
- Non-Conformity Reports

On-Site Assessment Non-Conformity Report

In the Non-Conformities section below, please select the View/Manage Non-Conformity link to enter the response and upload objective evidence for each non-conformity.

Summary

Report Status: Open

Type: On Site

CAB Name: Test Asbestos Lab

CAB Location(s): Test 123 street, test - city, MD 11111

Created: Beth Thomas on 12/19/2017

Updated: Beth Thomas on 05/22/2018

Submitted:

Acknowledged:

Closed:

Dates

Response Due Date:

Notification Date:

Warning Sent Date:

Non-Conformities

Click on "View/Manage Non-Conformity" to view the full non-conformity detail and respond.

Finding 1: Non-Conformity

View/Manage Non-Conformity

Criteria: NIST NBL 10

Non-Conformity Status: Open

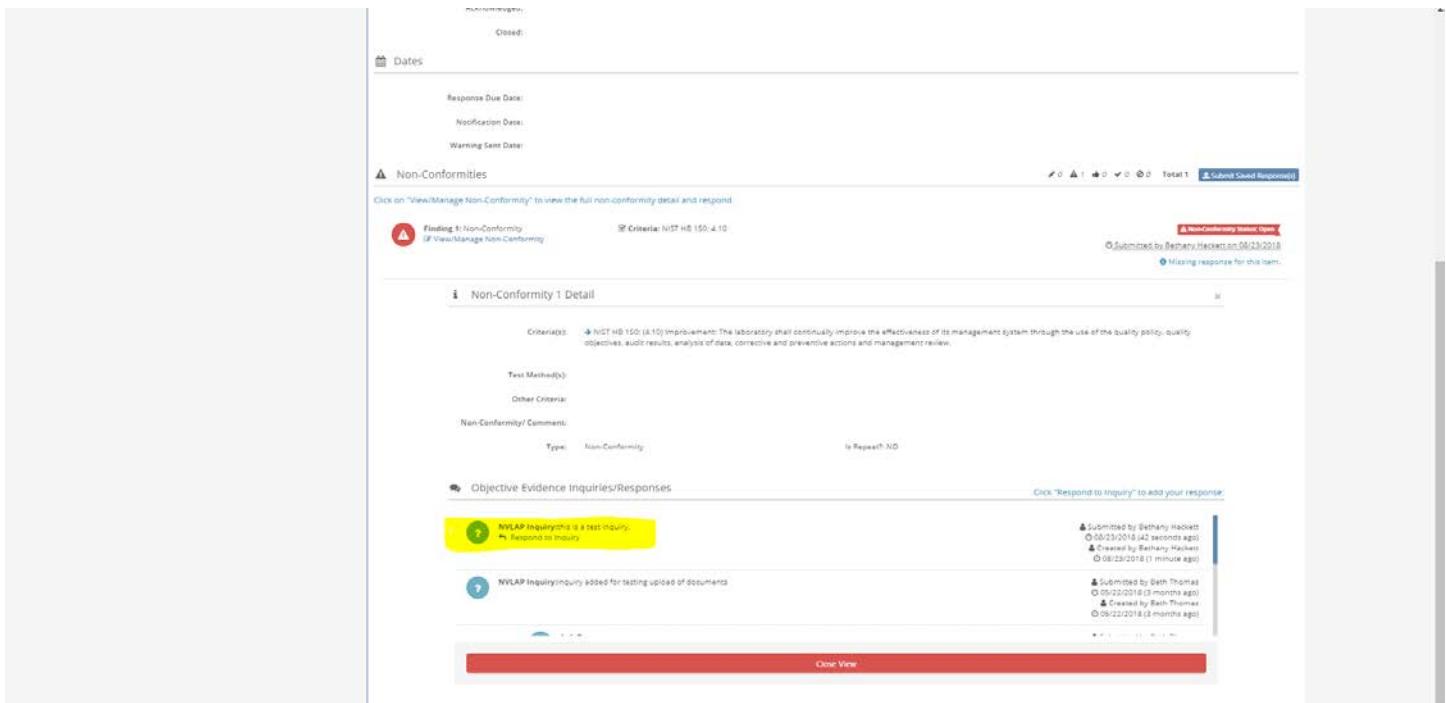
Submitted by Beth Thomas on 05/22/2018

Response submitted for this item.

Acknowledge Non-Conformity Report

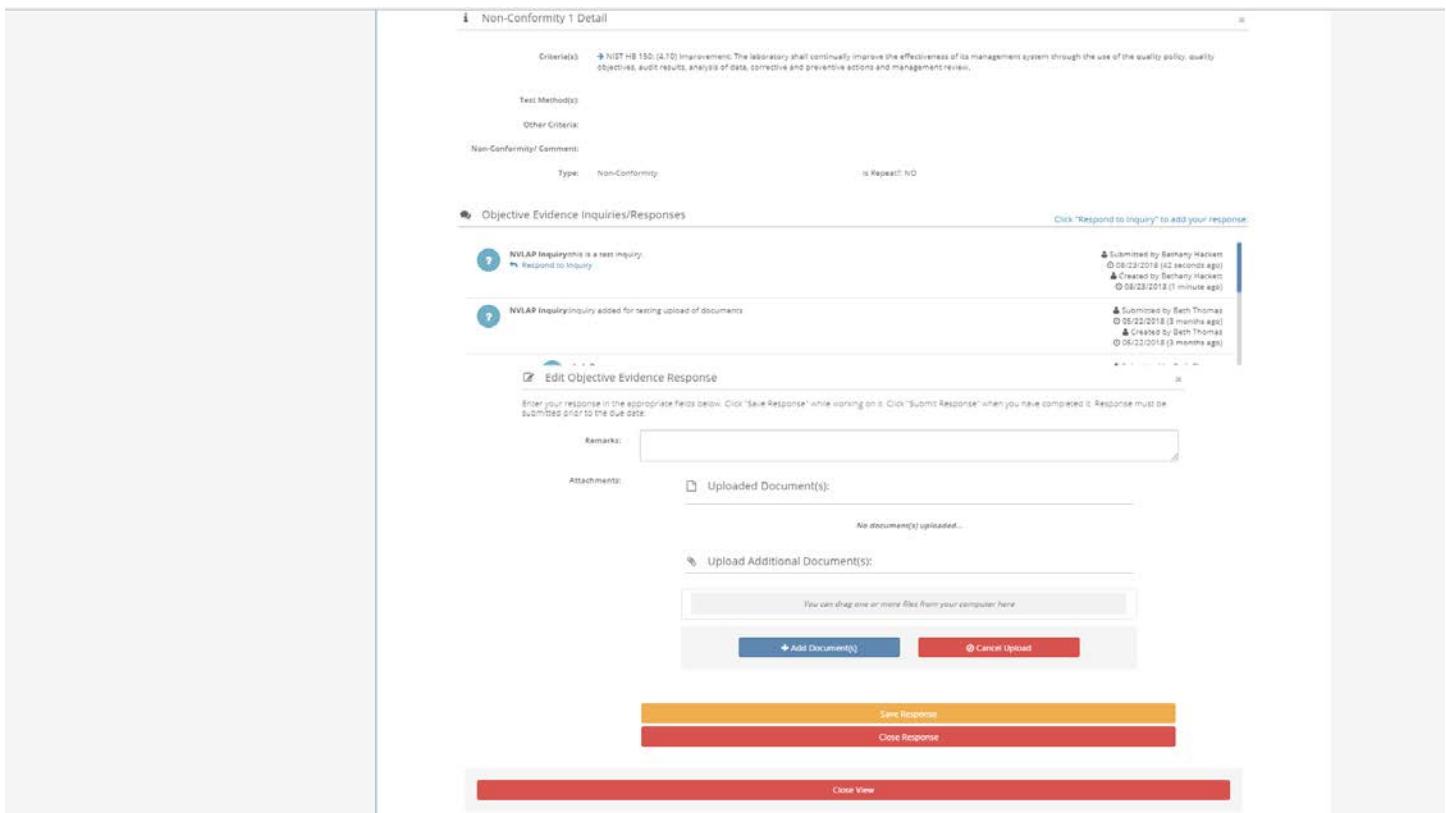
Close Report

6b) The lab uses the Non-Conformity Reports section to add evidence of resolution for the nonconformities cited, and any further inquiry for additional information.



The screenshot shows a software interface for managing non-conformities. At the top, there are fields for 'Response Due Date', 'Notification Date', and 'Warning Sent Date'. Below this is a section titled 'Non-Conformities' with a sub-section 'Non-Conformity 1 Detail'. The detail view includes fields for 'Criteria(s)', 'Test Method(s)', 'Other Criteria', and 'Non-Conformity/Comment'. The 'Criteria(s)' field contains the text: 'NIST HB 150 (A.10) Improvement: The laboratory shall continually improve the effectiveness of its management system through the use of the quality policy, quality objectives, audit results, analysis of data, corrective and preventive actions and management review.' The 'Non-Conformity/Comment' field is set to 'Non-Conformity' and 'Is Repeat?' is 'No'. Below this is a section for 'Objective Evidence Inquiries/Responses'. It shows two entries: 'NVLAP Inquiry/this is a test inquiry' and 'NVLAP Inquiry/inquiry added for testing upload of documents'. Each entry has a 'Submit by' timestamp and a 'Created by' timestamp. A red 'Submit Saved Response' button is located at the top right of the page.

6c) By selecting Respond to Inquiry, the laboratory can provide their response, which includes uploading the objective evidence of resolution for each nonconformity cited.



The screenshot shows the 'Non-Conformity 1 Detail' page. The 'Criteria(s)' field is identical to the previous screenshot. The 'Non-Conformity/Comment' field is now set to 'Non-Conformity' and 'Is Repeat?' is 'No'. The 'Objective Evidence Inquiries/Responses' section is identical. Below this is a new section titled 'Edit Objective Evidence Response'. It contains a text area for 'Remarks' and a file upload area for 'Attachments'. The 'Attachments' section shows a message: 'No document(s) uploaded...'. Below this is a 'Upload Additional Document(s)' section with a file upload area and a message: 'You can drag one or more files from your computer here.' At the bottom of the page are two buttons: 'Save Response' and 'Close Response'. A red 'Close View' button is located at the very bottom.