MODULE 1
ACCREDITATION OVERVIEW

1.1 PURPOSE

The primary purpose of the AIHA Laboratory Accreditation Programs, LLC (AIHA LAP) is to establish and maintain the highest possible standards of performance for laboratories analyzing samples to support the evaluation of quality data for their clients and the communities we all serve. AIHA LAP is committed to providing impartial accreditation service to our customers. It is the policy of AIHA LAP to manage conflict of interest, ensure objectivity of our accreditation activities and safeguard impartiality. Laboratories that comply with the elements of this program operate a quality system that meets the requirements of the International Organization for Standardization (ISO) Standard ISO/IEC 17025:2017. This standard incorporates the principles of ISO 9001 that are relevant to the scope of testing services addressed by the laboratory.

AIHA LAP is recognized by the International Laboratory Accreditation Cooperation (ILAC). AIHA LAP programs are managed and conducted in full compliance with the ISO/IEC 17011 standard.

AIHA LAP achieves and maintains the highest level of quality in its programs through the following steps:

1.1.1 Requiring the laboratory seeking accreditation to operate a laboratory in which sampling and testing procedures are performed with adequate controls by well-qualified personnel using appropriate equipment and methods. High standards of practice are encouraged and maintained through conformance with established accreditation criteria, education, proficiency testing and onsite assessments.

1.1.2 Maintaining an ongoing surveillance of laboratories participating in AIHA LAP using criteria defined by specific program requirements detailed in Modules 2A-2G, Quality System Requirements and by their participation in proficiency testing programs approved by AIHA LAP as outlined in Module 6.

1.1.3 Auditing accredited laboratories in order to ensure compliance with requirements and standards of AIHA LAP.

1.1.4 Recognizing compliance with standards by issuing certificates of accreditation for a period of two (2) years in the name of the AIHA LAP.

1.1.5 Adding, as needed, sample matrices, components, and new technologies for existing programs to serve the needs of the laboratory community.

1.1.6 Establishing, as needed, additional quality analytical programs to serve the specific

needs of the laboratory community. New programs are initiated under the direction of the AIHA LAP Analytical Accreditation Board (AAB) once it determines the suitability of the conformity assessment schemes and standards for accreditation purposes.

1.1.7 Laboratory accreditation records are maintained for five years to cover the duration of the current cycle plus the previous full accreditation cycle.

1.2 MANNER OF ACTING

The Analytical Accreditation Board (AAB) and its subordinate Technical Advisory Panel (TAP) shall conduct the technical business of the AIHA LAP according to the following directives:

1.2.1 Where a vote of the AAB is required under Module 4, a two-thirds majority of the number of AAB members eligible to vote, minus the number of abstentions, shall be required on a formal vote, written letter ballot vote, electronic vote, or meeting vote, at which a quorum is present, for matters regarding suspension, denial, or withdrawal. Program experts from the AAB will be responsible for accreditation decisions for initial applications, reaccreditation applications, FoT additions and an accredited laboratory expanding into another program.

1.2.2 An AAB member shall support any of his/her votes to suspend, deny, or withdraw accreditation by citing the specific AIHA LAP policy that is the basis of the negative vote.

1.2.3 AAB and TAP members shall comply with the AIHA LAP Conflict of Interest and Confidentiality Policies.

1.3 AUTHORITY

AIHA LAP and the AAB shall be responsible for granting, maintaining, extending, suspending or withdrawing accreditation and shall not delegate these responsibilities. The roles and responsibilities of the AAB are documented in AIHA LAP governance documents.

1.4 SCOPE OF ACCREDITATION AND MODULES

AIHA LAP administers six (6) laboratory accreditation programs: Industrial Hygiene, Environmental Lead, Environmental Microbiology, Food, Unique Scopes, and Be Field/Mobile. The scope of accreditation for each program is defined by Field of Testing (FoT) and Method. The laboratory is responsible for selecting specific FoT(s) for which accreditation is sought. The laboratory shall also specify the method(s) used for the selected FoT(s).

Methods are subject to the approval of the AAB.

AIHA LAP shall confine its requirements, assessment, and decision on accreditation to those matters specifically related to the scope of accreditation being considered.

To obtain or retain accreditation, the laboratory shall comply with the requirements of all applicable policy modules as listed below.

Module 1 Accreditation Overview
Module 2A General Management System Requirements
Module 2B Industrial Hygiene Laboratory Accreditation Program (IHLAP) Additional Requirements
Module 2C Environmental Lead Laboratory Accreditation Program (ELLAP) Requirements
Module 2D Environmental Microbiological Laboratory Accreditation Program (EMLAP) Additional Requirements
Module 2E Unique Scopes Laboratory Accreditation Program Additional Requirements
Module 2F Food Laboratory Accreditation Program (FoodLAP) Additional Requirements
Module 2G Beryllium Field/Mobile Accreditation Program (Be Field/Mobile) Additional Requirements
Module 3 Accreditation, Maintenance and Reaccreditation Processes
Module 4 Suspension, Denial, or Withdrawal of Accreditation
Module 5 Appeals Process
Module 6 Proficiency Testing (PT) and Round Robin Programs
Module 7 Reference to Accreditation and Advertising
Module 8 Miscellaneous
Module 9 Terms and Acronyms
Appendix A RESERVED
Appendix B RESERVED
Appendix C RESERVED
Appendix D RESERVED
Appendix E RESERVED
Appendix F RESERVED
Appendix G Evaluation of Measurement Uncertainty
Appendix H Metrological Traceability of Measurement