



Arab Accreditation Cooperation

## ARAC activities Report January 2016 - February 2017

This report includes the main ARAC achievements and activities during the period January 2016 - February 2017

### 1. ARAC Strategy 2016 - 2021

In accordance with the decision taken during the 8<sup>th</sup> ARAC Executive Committee meeting held in Abu Dhabi, UAE on 12 February 2015, the ARAC Executive Committee has commenced the process to formulate a Strategic Plan for ARAC for the period 2016 – 2021.

The purpose of this Plan is to set out the strategic course for ARAC to meet Members' expectations of what they want ARAC to be by 2021. In addition, to fulfil the ILAC/IAF requirements related to the procedures for evaluation of Regional Accreditation Cooperation Groups.

For this purpose, an International Expert, Mr Graham Talbot, (formerly a member of the IAF and ILAC Executives and Chair of EA) selected to support ARAC Executive committee members in formulating ARAC Strategic Plan.

As a first step for the elaboration of the ARAC Strategic plan, a Route to establishing ARAC Strategic plan and questionnaires for ARAC Executive Committee and General Assembly members were prepared by the Expert and sent to ARAC Executive Committee and General Assembly members in November 2015 for their inputs.

Based on the responses considered by ARAC Executive Committee and General Assembly members in December 2015 and April 2016, and following the discussions made between the Expert and the ARAC Executive Committee members, a 4<sup>th</sup> draft of the ARAC Strategy 2016 – 2021 prepared and submitted to ARAC General Assembly members for a 60 day comments and then 30 day ballot period.

The ARAC Strategy 2016-2021 has been approved by the General Assembly members as Administrative Document "ARAC AD 004" on 7<sup>th</sup> November 2016 and an Executive Committee Strategy Session has been conducted on 20<sup>th</sup> February 2017 in Dubai, UAE, in the margin of the ARAC Annual Meetings held during the period 19<sup>th</sup> – 23<sup>rd</sup> February 2017.

As an outputs of this Strategy session, an implementation plan has been prepared and the Executive Committee agreed on the following:

- Coordinate the roadmaps for the implementation of the Strategy
- Assign responsibilities for actions
- A suitable tool for monitoring and evaluating the progress of implementation of the Strategy
- Identify any additional resources and skills needed for the implementation of the Strategy

Following this meeting, each ARAC Committees Chair started with their committees members for preparing their corresponding work plan based on the ARAC Strategy Implementation plan.

*[Photo: Participants at the ARAC Executive Strategy Session ]*

## **2. Improvement of the ARAC Management System:**

Within the framework of the continuous improvement of the ARAC Management System and with the aim to ensure a good preparation for the ongoing Peer evaluation by ILAC&IAF, ARAC documents have been prepared and updated by the ARAC MLA and Technical Committees and approved by the ARAC Executive Committee and General Assembly members, mainly the following:

- ARAC AD 001: ARAC MoU,
- ARAC AD 002: ARAC Bylaw,
- ARAC AD 003: ARAC Quality Manual,
- ARAC AD 004: ARAC Strategy 2016-2021,
- ARAC AD 020: ARAC Executive Committee Terms of reference,
- ARAC AD 021: ARAC MLA Committee and MLA Group TOR,
- ARAC PR 004: ARAC Peer evaluators qualification procedure,
- ARAC PR 008: ARAC Procedure for distribution of ARAC documents,
- ARAC PR 013: ARAC Membership Application Procedure,
- ARAC MD 002: Policies and procedures for a Multi-Lateral Recognition Arrangement among accreditation bodies,
- ARAC FM 016: Appeal / Complaint Investigation Report Form for the ARAC MLA Group,
- ARAC FM 020: IAF and ILAC Resolutions Applicable to ARAC MLA Peer Evaluations.
- ARAC PR 009: Procedure for use of ARAC logo;
- ARAC PR 030: Procedure for conduct of joint valuation with another regional cooperation;

## **3. ARAC Survey on the implementation of ISO/IEC 17021-1: 2015, ISO/IEC 17021-2: 2016 and the IAF Mandatory Documents:**

With the aim to follow-up with ARAC Accreditation Bodies members, especially the signatories, on the implementation of the new standards and the applicable IAF Mandatory Documents and to ensure the monitoring of the progress of their preparation to be aligned with the new requirements, ARAC secretariat is conducting a survey on the implementation of the following:

- ISO 17021-1:2015: “Conformity assessment - Requirements for bodies providing audit and certification of management systems -- Part 1: Requirements”
- ISO/IEC 17021-2: 2016 “Conformity assessment -- Requirements for bodies providing audit and certification of management systems -- Part 2: Competence requirements for auditing and certification of environmental management systems”
- IAF MD05: 2015: Determination of Audit Time of Quality and Environmental Management Systems
- IAF MD15: 2014: IAF Mandatory Document for the Collection of Data to Provide Indicators of MS CB’ Performance
- IAF MD16: 2015: Application of ISO/IEC 17011 for the Accreditation of Food Safety Management Systems (FSMS) Certification Bodies.

## **4. ARAC Cooperation with the other Regional Cooperation Bodies**

### **4.1. ARAC – APLAC**

#### **4.1.1. Participation of ARAC Accreditation Bodies accredited laboratories at APLAC PT Programs:**

Within the framework of the implementation of the Memorandum of Understanding signed between ARAC and Asian Pacific Laboratory Accreditation Cooperation (APLAC), ARAC ensured and follow up the participation of the accredited laboratories by its Accreditation Bodies members at the following APLAC PT Proficiency Testing Programs:

- APLAC PT T099 “DIESEL FUEL” : 20 Testing Laboratories from 10 ARAC AB members, this PT program proposed to help participating laboratories to demonstrate their competency on the diesel fuel testing in different economies, to create opportunities for laboratories to improve, and to try to establish a kind of equivalence ;

- Joint APLAC - APMP Proficiency Testing Program APLAC T102 “Measurement of Pesticides in Fruit Juice”: 11 testing laboratories from 07 ARAC AB members are participating at this program ;
- APLAC PT T103 “Determination of Acesulfame Potassium and Sucralose in Cake Mix Flour ”: 02 testing laboratories from 02 ARAC AB members participated at this program ;
- APMP-APLAC Joint Proficiency Testing Programme (T105) Nutritional Elements (Iron and Zinc) in Wheat Flour: 14 testing laboratories from 07 ARAC AB members participating at this PT program.
- APLAC T086R Metals in biological matrices Proficiency Testing Program: 03 testing laboratories from 02 ARAC AB members participating at this PT program.

It should be noted that the results of the participation of the ARAC AB accredited laboratories are using in the Peer evaluation process conducted by ARAC with the aim to be in compliance with ILAC/IAF A1 requirements.

#### 4.1.2. Participation of APLAC Chairs at ARAC General Assembly meetings:

During its 4<sup>th</sup> & 5<sup>th</sup> ARAC General Assembly meeting held respectively on 11<sup>th</sup> February 2016 and 23<sup>rd</sup> February 2017, ARAC was honored by the participation and the report presented by APLAC Chairs, Mr Nigel Jou and Mr Wong Wang-wah.

*[Photo: Photos of APLAC participation at ARAC 4<sup>th</sup> & 5<sup>th</sup> GA meetings]*

#### 4.2. ARAC – EA

During its 4<sup>th</sup> ARAC General Assembly meeting held in Tunis, Tunisia, on 11<sup>th</sup> February 2016, ARAC was honored by the participation and the report presented by Mr. Thomas Facklam, the EA Chair. He also attended ARAC EXCOM meeting.

*[Photo: Photo of his participation at the ARAC 4<sup>th</sup> GA meeting]*

#### 4.3. ARAC-AFRAC

ARAC and African Accreditation Cooperation [AFRAC] continue to work closely to identify further areas for cooperation in support of their Technical Cooperation Agreement signed in March 2013. The implementation of this Technical Cooperation Agreement continued with the participation of ARAC Peer evaluators at AFRAC Peer evaluations.

In addition, a Technical Cooperation Agreement has been finalized and approved by the ARAC Executive Committee between AFRAC, ARAC and the Southern African Development Cooperation In Accreditation [SADCA] regarding the establishment of joint pool of Peer Evaluators that can be used by the three Regional Accreditation Cooperation Bodies for the conducting of their Peer evaluation activities.

In addition, the ARAC Peer evaluators continue to participate at the AFRAC Peer evaluation activities. In this regards, two ARAC Peer Evaluators participated at the AFRAC Pre Peer evaluation of The Mauritius Accreditation Service (MAURITAS) during the period 4-6 March 2016 and the AFRAC&ILAC Peer evaluation of Kenya Accreditation Service (KENAS) during the period 28 November – 2 December 2016. The ARAC Peer evaluators covered the evaluation of the accreditation of Testing laboratories and Inspection Bodies according to the standards ISO/IEC 17025 and ISO/IEC 17020.

#### 4.4. ARAC-PAC

In the Margin of ILAC and IAF General Assembly in Milan, Italy, ARAC and PAC (Pacific Accreditation Cooperation), the Regional Cooperation Body Grouping the Accreditation Bodies of Certification Bodies (Management System, Product and personnel) signed a Memorandum of Understanding (MoU) on 5<sup>th</sup> November 2015.

The scope of the MoU covers the relationship between ARAC and PAC on matters of accreditation and conformity assessment policy, and sits besides the roles and responsibilities that the parties already have towards each other, arising from their memberships in the International Accreditation Forum (IAF).

Following the signing of the MoU with PAC, ARAC covered all the regional Cooperation Bodies operating at International level by signing and implementing a Technical Cooperation Agreements and Memorandum of Understanding MoUs.

The implementation of ARAC PAC MoU started by conducting a joint Peer Evaluation of Dubai Accreditation Center by ARAC and PAC during the period 15 – 19 November 2015 in Dubai, UAE. The objective of this peer evaluation is to extend the DAC ARAC MLA scope to the Product Certification activities according to the standard ISO/IEC 17065 “Conformity assessment -- Requirements for bodies certifying products, processes and services”.

In addition, ARAC and PAC conducted a joint Peer Evaluation of the Dubai Accreditation Center [DAC] during the period 4<sup>th</sup> – 8<sup>th</sup> September 2016. The objective of this Peer Evaluation is the maintaining the MLA scope for the accreditation of Quality & Environmental Management System Certification Bodies and to extend the MLA to the accreditation of Food Safety Management System Certification Bodies.

*[Photos : ARAC & PAC Joint Peer evaluations of DAC]*

#### **4.5. Signing of ARAC AFRAC SADCA Technical Cooperation Agreement**

A signing ceremony has been held on Sunday 3<sup>rd</sup> April 2016 to sign the Technical Cooperation Agreement between ARAC, AFRAC and the Southern African Development Cooperation In Accreditation [SADCA].

The ILAC Chair, Mr Peter Unger, and IAF Chair, Mr Xiao Jianhua witnessed the signing of this Technical Cooperation Agreement, which aims the establishment of joint pool of Peer Evaluators that can be used by the three Regional Accreditation Cooperation Bodies for the conducting of their Peer evaluation activities.

*[Photo: ARAC AFRAC SADCA TCA Signing ceremony]*

#### **5. ARAC Annual meetings 2016**

After much planning ARAC has held very successfully its fourth Annual Meetings in Tunis, Tunisia from the 8th to 11th February 2016. The program including a Regional workshop and committees and GA meetings was as follows:

- 09<sup>th</sup> February 2016: ARAC Technical Committee, MLA Committee and Communication and Marketing Committee meetings,
- 10<sup>th</sup> February 2016: ARAC Executive Committee meeting,
- 11<sup>th</sup> February 2016: ARAC General Assembly meeting.

More than 60 participants from the Arab Accreditation Bodies took part in these meetings. It was also pleasing to welcome delegates from accreditation bodies from other regions as well as the Chair of Asia Pacific Laboratory Accreditation Cooperation [APLAC], the Chair of European Cooperation for Accreditation [EA], the General Director of the Arab Industrial Development and Mining Organization [AIDMO], the representatives of the Arab Organization for Agricultural Development [AOAD], the League of Arab States [LAS] and the United Nations Industrial Development Organization [UNIDO]. In addition, ARAC was honored by the presence and the statement made by the Tunisian Minister of Industry during the opening session of the General Assembly meeting on 11<sup>th</sup> February 2016.

A wide range of issues, which focused on the preparation for the upcoming ILAC&IAF Peer evaluation of ARAC, were discussed and successfully achieved especially the following:

- The signing of the ARAC MLA by the first ARAC Accreditation Bodies members MLA signatories (Dubai Accreditation Center DAC, Egyptian Accreditation Council EGAC and Tunisian Accreditation Council TUNAC),
- Preparation of the first ARAC Proficiency Testing program,

- Finalizing and approval of the ARAC Peer evaluations planning for the period 2016-2017, to be provided to the ILAC&IAF Peer evaluation Team Leader,
- Progress on the process of the registration of ARAC as legal entity and the business model and sustainability options,
- Qualification of the first ARAC Peer evaluators Team Leaders,
- Approval of the ARAC new and updated documents based on the new ILAC&IAF requirements,
- Progress on the preparation of the first draft of the ARAC strategic plan,
- Finalizing the preparation for the Mock Peer evaluation.

In addition, during the 4<sup>th</sup> ARAC General Assembly meeting the election of the ARAC Chair, Vice Chair, Committees Chairs and the Executive Committee members positions has been made and the results of the elections were the following:

- **Mr Mahmoud Eltayeb** from the Egyptian Accreditation Council [EGAC], Egypt, reelected for his second term as ARAC Chair,
- **Ms Amina Ahmed Mohammed** from Dubai Accreditation Department [DAC], United Arab Emirates, elected as ARAC Vice Chair,
- **Ms Sonia Mahdoui Melki** from the Tunisian Accreditation Council [TUNAC], Tunisia, reelected for her second term as ARAC MLA Committee Chair,
- **Mr Hany El Desouki** from the Egyptian Accreditation Council [EGAC], Egypt, elected as ARAC Technical Committee Chair,
- **Mr Moez Boughalmi** from the Tunisian Accreditation Council [TUNAC], Tunisia, elected as Communication and Marketing Committee Chair,
- **Mr Ahmad Jallad** from the Palestinian Accreditation Unit [PALAC], Palestine, and **Mr Hisham Burkan** from Libyan Accreditation Unit [LIBAC], Libya, elected as ARAC Executive Committee members representing the ARAC Full members,
- **Mr Kamal Alhadi** from the Sudanese Accreditation Council [SDAC], Sudan, as ARAC Executive Committee members representing the ARAC associate members.

Congratulations to them and our best wishes for a successful mandates !

ARAC wishes to extend its gratitude to the United Nations Industrial Development Organization [UNIDO], the Arab Industrial Development and Mining Organization [AIDMO] and the Swedish International Development Agency [SIDA] for supporting the organization of the 4<sup>th</sup> ARAC annual Meetings.

*[Photo: ARAC Annual Meeting Group photo]*

## 6. Second ARAC MLA Regional Workshop

In the margin of the ARAC Annual meetings, ARAC held its second Multilateral Recognition Arrangement [MLA] Regional Workshop for ARAC Peer evaluators and ARAC MLA Committee members, on 08<sup>th</sup> February 2016 in Tunis, Tunisia.

The main objectives of the ARAC MLA Regional workshop were the following:

- Information and discussion about the changes in the procedures for IAF/ILAC evaluation in IAF/ILAC A1 and A2.
- Information about the results from the ILAC/IAF Joint Working Group A-series meetings,
- Information and discussion of the implementation of these changes at the ARAC Peer evaluations,
- Information and discussion about the new and updated ARAC Peer evaluation process documentations and requirements,
- Capacity building of the ARAC Peer evaluators and MLA Committees members for the upcoming ILAC & IAF Peer evaluation,
- Information and discussion about the use of the new applicable ARAC forms during the Peer evaluations,
- Lessons learned from the conducted ARAC Peer evaluations,
- Preparation for the upcoming ILAC&IAF Peer evaluation.

*[Photo: ARAC MLA Workshop Group Photo]*

## **7. ARAC Regional Training Workshop on ISO/IEC 17021-1:2015 and the applicable IAF Mandatory Documents**

ARAC organized a Regional Workshop on ISO/IEC 17021-1:2015 and the applicable IAF Mandatory Documents for its Peer evaluators qualified for the evaluation of the Accreditation Bodies of Management System Certification Bodies and the ARAC Accreditation Body members Lead Assessors (Qualified for assessment of MSCB) during the period 31<sup>st</sup> May- 02<sup>nd</sup> June 2016 in Tunis, Tunisia.

Sixteen ARAC Peer evaluators and ARAC AB Lead Assessors from eight Arab Accreditation Bodies participated at the training workshop.

The objectives of this training are essentially to harmonize the understanding and use of the new version of ISO/IEC 17021-1:2015 and the applicable IAF Mandatory Documents by the ARAC Peer evaluators. In addition to :

- Improve and share best practices of the assessment of Management System Certification Body,
- Update the skills of assessment personnel of the accreditation bodies in Arab region,

*[Photo: ARAC RTW on ISO/IEC 17021-1 Group Photo]*

## **8. Activities to Promote IAF MLA, ILAC MRA and ARAC MLA and preparation for the World Accreditation Day 2016:**

In the Margin of the 4<sup>th</sup> ARAC General Assembly meeting held in Tunis, Tunisia, on 11<sup>th</sup> February 2016, an opening session organized by ARAC with the participation of more than 60 participants from the Arab Accreditation Bodies and delegates from the Tunisian Conformity Assessments Bodies, the Arab Industrial Development and Mining Organization [AIDMO], the Arab Organization for Agricultural Development [AOAD], the League of Arab States [LAS and the Tunisian Minister of Industry.

During this opening session, ARAC Chair made a statement where he focused on the importance of the upcoming step for achieving the ARAC recognition by ILAC&IAF. In addition, he stressed the benefits and the role of ILAC MRA and IAF MLA in supporting inter / intra Arab trade, improving the competitiveness, providing trust in Arab goods and services and protecting health and safety of the public and the environment.

Also he addressed the theme for the World Accreditation Day 9th June 2016 which focuses on how accreditation can be a global tool to support public policy for all areas in the public sector – national and local government, regulators. In addition, he invited and encouraged ARAC AB members to celebrate this day in order to communicate the value of accreditation to Government, Regulators and the leaders of the business community.

It should be noted that ARAC has made available to its members a translated WAD 2016 ILAC&IAF Brochure into Arabic Language.

*[Photo: ARAC Chair during the ARAC 4<sup>th</sup> GA meeting]*

## **9. Preparation for the ILAC&IAF Peer evaluation: conduct the Mock Peer evaluation of ARA Secretariat**

With the aim to prepare ARAC for the ILAC&IAF Peer evaluation, a regional peer evaluator Team Leader, Mrs Roxanne Robinson, conducted a Mock Peer evaluation of ARAC Secretariat during the period 22-24 February 2016 in ARAC Secretariat office in Rabat, Morocco, with the participation of ARAC Chair and ARAC MLA Committee Chair.

The objectives of this Mock Peer evaluation is to evaluate ARAC management system, ARAC MLA, competence of its personnel and implementation of the peer evaluation process and its compliance with the following IAF/ILAC requirements, especially including in:

- ILAC/IAF A1 “IAF-ILAC Multi-Lateral Mutual Recognition Arrangements (Arrangements): Requirements and Procedures for Evaluation of a Regional Group”,

- ILAC/IAF A2 “IAF-ILAC Multi-Lateral Mutual Recognition Arrangements (Arrangements): Requirements and Procedures for Evaluation of a Single Accreditation Body”,
- IAF ML 4:2015 MLA Policies and Procedures for a Multilateral Recognition Arrangement (MLA) on the Level of Single Accreditation Bodies and on the Level of Regional Groups.

*[Photo: Peer Evaluator & ARAC team]*

#### **10. ARAC Participation at ILAC&IAF Mid-Year meetings:**

Within the framework of its participation at the ILAC&IAF Mid-year meetings in Frankfurt held during the period 30 March – 06 April 2016 in Frankfurt, Germany, ARAC has participated actively in the following committees and task force Groups meeting:

- IAF Executive Committee,
- IAF Strategic plan session,
- ILAC/IAF Peer evaluators Task Force Group,
- ILAC Arrangement Management Committee (AMC),
- ILAC Executive Committee,
- Joint ILAC/IAF Executive committee,
- Joint Working A-series Group,
- IAF Management Systems Certification (MSC) Working Group,
- The IAF Task force to prepare the IAF document on witnessing rules in the assessment of the Management System certification bodies.

A new IAF&ILAC Working Groups of which ARAC became member:

- IAF Working Group for the preparation of the IAF Mandatory Document for The Audit and Certification of a Management System operated by a Multi-Site Organization,
- IAF Working Group on Product Certification Accreditation
- ILAC Arrangement Committee Working Group 11 on the support of the revision of ISO/IEC 17011.

During these meetings, the discussions made with the ILAC&IAF Peer evaluation Team members, especially with the Team Leader, and it was agreed the following:

- Conduct the Peer evaluation of ARAC Secretariat during the week of **19 September 2016**: the ILAC & IAF Team will be composed by M. Peter Unger as the Team Leader Regional and M. Stefan Schramm as a Deputy Team Leader Regional. This peer evaluation will be conducted during 3 days and requires the participation of ARAC Chair and MLA Committee Chair ;
- Conduct the witnessing of ARAC Peer evaluation of the Jordanian Accreditation Unit during the period **09-13 October 2016**: the ILAC&IAF Team will be composed by M. Peter Unger and M. Neville Tayler to cover the Testing and calibration scopes ;
- Conduct the witnessing of ARAC Peer evaluation of the Algerian Accreditation Body ALGERAC during the week of **8<sup>th</sup> January 2017**: the ILAC&IAF Peer evaluation team will be composed of the following:
  - Mr. Peter Unger: to cover Testing activities;
  - Mr. Stefan Schramm: to cover Certification activities (QMS & EMS);
  - Mr. Tekin Altug: to cover Inspection activities; and
  - Mr. Neville Tayler: to cover Calibration activities.
- Conduct the third witnessing on the ARAC Peer evaluation of EGAC, which will be in **February 2017**. ILAC&IAF Peer evaluation team will be composed as follow:
  - Mr. Peter Unger: to cover Testing activities;
  - Mr. Stefan Schramm: to cover Certification activities (QMS & EMS);
  - Mr. Tekin Altug: to cover Inspection activities; and
  - Mr. Neville Tayler: to cover Calibration activities.



It should be noted that following these activities ILAC&IAF Peer evaluation team will conduct the witnessing of the decision making process (review and decision of ARAC MLA Signatory on the witnessed activities) during the MLA Group meetings planned in the year 2017.

#### **11. Internal Audit of ARAC Secretariat:**

As planned an internal audit of ARAC Secretariat was conducted by Mr Gokhan Birbil, ILAC&IAF Peer evaluator Regional and ARAC&EA Peer evaluator Team Leader, on 04<sup>th</sup> April 2016 with the participation of the ARAC MLA Committee Chair.

This internal audit covered the following items:

- ARAC MLA Committee activities;
- ARAC MLA Management Process;
- ARAC Management System.

As a result of this audit, many improvement areas were raised, namely concerning the resolutions of the ARAC MLA decision making, preparation for the upcoming Peer evaluators training workshop, appointment of Quality Manager and the extension of the ARAC MLA.

#### **12. Participation of ARAC at the joint APLAC PAC annual meetings:**

ARAC participated at the joint APLAC PAC annual meeting held during the period 13-17 June 2016 in Taipei, Taiwan. The ARAC Progressive reports have been presented during the APLAC and PAC General Assembly meetings and discussions and meetings took place between ARAC and the following :

- ILAC&IAF Team Leader for the ILAC&IAF Peer evaluation of ARAC: the preparation of the upcoming ILAC&IAF Peer evaluation of ARAC Secretariat and the witnessing of the ARAC Peer evaluations,
- APLAC MRA Council Chair: to prepare the conducting of ARAC Peer evaluation of the Jordanian Accreditation Unit, which will be witnessed by ILAC&IAF Team, and the second Training of ARAC Peer evaluators,
- PAC MLA Committee Chair: the conducting of the Joint Peer evaluation of Dubai Accreditation Center DAC by ARAC and PAC. It should be recalled that DAC is ARAC MLA signatory based on their recognition by IAF and PAC and the decision made by ARAC was the conducting of the re evaluation at the same time of PAC evaluation.
- APLAC and PAC new elected Chairs: the continuing of the fruitful cooperation between ARAC and the two regional Accreditation Cooperation bodies,
- APLAC PT Committee Chair: Counting on APLAC PT activities to support ARAC MLA, mainly following the impact of the new provisions of the draft of the new version of ISO/IEC 17011 which prohibit the accreditation bodies to conduct the PT programs.

*[Photo: ARAC participation at APLAC PAC annual meetings]*



### **13. ARAC Peer evaluations and participation of ARAC Peer evaluators at Regional Peer evaluations:**

#### **13.1. ARAC Evaluation of the Jordanian Accreditation System JAS**

Following the Pre Peer Evaluation of the Jordanian Accreditation Unit JAU held during the period 09-13 November 2014 and following the implementation of the corrective actions by JAU, ARAC conducted the full Peer evaluation of the Jordanian Accreditation System JAS during the period 09-13 October 2016. The scope of the evaluation was the following:

- Accreditation of Calibration laboratories according to ISO/IEC 17025,
- Accreditation of Testing Laboratories according to ISO/IEC 17025,
- Accreditation of Medical/Clinical Laboratories according to ISO 15189.

It should be noted that this peer evaluation was observed by ILAC Regional peer evaluator within the framework of the evaluation of ARAC by ILAC&IAF.

*[Photo: ARAC Peer evaluators, ILAC Regional Peer evaluator and JAS AU Team]*

#### **13.2. ARAC Evaluation of the Algerian Accreditation Body ALGERAC**

Within the framework of the implementation of the ILAC&IAF Evaluation of ARAC, the ILAC&IAF Regional Peer evaluator Team Leader witnessed the ARAC Peer evaluation of the Algerian Accreditation Body conducted during the period 8-12 January 2017. The ARAC Peer evaluation team composed by four ARAC Peer evaluators covering the following scopes:

- Accreditation of Calibration laboratories according to ISO/IEC 17025,
- Accreditation of Testing Laboratories according to ISO/IEC 17025,
- Accreditation of Inspection Bodies according to ISO/IEC 17020.

As a result of this evaluation, ARAC Team provided the Executive Summary report with the list of raised findings at the end the closing meeting and ARAC MLA Group Secretariat is waiting the response from ALGERAC.

*[Photo: ARAC Peer evaluators, ILAC Regional Team Leader and ALGERAC Team]*

#### **13.3. ARAC Pre Evaluation of the Iraqi Accreditation System**

Following the application submitted by the Iraqi Accreditation System to join the ARAC MLA, the ARAC Pre Peer evaluation of IQAS has been conducted in Baghdad, Iraq, during the period 25-29 December 2016 with the participation of three ARAC Peer evaluators.

The scope of this evaluation was the following:

- Accreditation of Calibration laboratories according to ISO/IEC 17025,
- Accreditation of Testing Laboratories according to ISO/IEC 17025,
- Accreditation of Medical/Clinical Laboratories according to ISO 15189.

*[Photo: ARAC Peer evaluators and IQAS Team]*

#### **13.4. ARAC Re Evaluation of Dubai Accreditation Center:**

ARAC conducted jointly with ILAC the Re Peer evaluation of Dubai Accreditation Center during the period 22-26 May 2016. The scope of this evaluation was the following:

- Accreditation of Calibration laboratories according to ISO/IEC 17025,

- Accreditation of Testing Laboratories according to ISO/IEC 17025,
- Accreditation of Medical/Clinical Laboratories according to ISO 15189.
- Accreditation of Inspection Bodies according to ISO/IEC 17020.

The objective of this evaluation is to maintain the MLA signatory status of DAC in the above areas.

*[Photo: ARAC Peer evaluation and DAC Teams]*

### **13.5. ARAC Re Evaluation and Extension of Dubai Accreditation Center DAC**

With the aim to maintain the ARAC MLA Signatory status of DAC in the field of accreditation of Quality Management System and Environmental Management System Certification Bodies and to extend its ARAC MLA to cover the accreditation of Food Safety Management System Certification Bodies according to the standard ISO/IEC 17021-1 and ISO/TS 22003, ARAC conducted jointly with PAC the Re-evaluation and extension of DAC during the period 4th – 8th September 2016.

*[Photo: ARAC&PAC Peer evaluators and DAC Teams]*

### **13.6. Participation of ARAC Peer evaluator at APLAC Peer evaluation:**

With the aim to increase the number of ARAC Peer evaluators and strengthen their evaluation capacity in terms of conducting the peer evaluations according to the International requirements ILAC and IAF and to extend their competencies to new scopes, one ARAC Peer evaluator participated at the APLAC Peer evaluation of the National Accreditation Body of Indonesia KAN during the period 25-29 July 2016. The ARAC Peer evaluator covered the evaluation of the accreditation of Inspection Bodies according to the standard ISO/IEC 17020.

*[Photo: ARAC Peer evaluators at the APLAC Peer evaluation of KAN]*

### **13.7. Qualification of ARAC Peer evaluators as ILAC Regional Peer evaluators**

Following the request of ARAC, three of ARAC Peer Evaluators accepted to be qualified by ILAC as Regional Peer evaluators. The three accepted Peer evaluators will participate at the ILAC&IAF Join Working Group A-series documents Workshop on the new version of the ILAC/IAF A 1 document “IAF/ILAC Multi-Lateral Mutual Recognition Arrangements (Arrangements): Requirements and Procedures for Evaluation of a Regional Group”. The Workshop will be held on 30th March 2017 in Frankfurt, Germany with the participation of the ILAC&IAF Regional Peer evaluators that are qualified to evaluate the Regional Cooperation Bodies.

## **14. ARAC meeting with the donor Sida :**

In response to a request from Sida representative and the project Donor, Mrs Margareta Davidson-Abdelli a meeting took place between ARAC (Committees) Chairs and the representative of the project Donor, in Cairo in 15-16 May 2016 to discuss the future of ARAC and an eventual support under a separate project dedicated to ARAC following the closing of phase I of AIDMO-UNIDO-Sida cooperation project. The partners agreed to submit a new project document to support ARAC implement its strategy and action plan for the 4 coming years.

*[Photo: Participants at the ARAC Sida meeting]*

## 15. 2016 ARAC Mid-Term meetings:

Successful ARAC Mid-Term meetings (Executive committee, MLA Committee, MLA Group, Peer Evaluators Working Group, Technical Committee and Communication and Marketing Committee) were held in Cairo, Egypt from 29 to 31 August 2016 hosted by the Egyptian Accreditation Council EGAC.

More than fifty delegates participated at this event including the members of ARAC committees besides the United Nations Industrial Development Organization [UNIDO], the Arab Industrial Development and Mining Organization [AIDMO] and EGAC representatives.

An open session for all ARAC Committees members has been organized where they updated on the following items:

- New ILAC, IAF and ARAC requirements published since the last ARAC meetings and the new documents which will be implemented during the upcoming period;
- Progress of the ILAC&IAF Evaluation process of ARAC and focused on the ARAC committee members commitments to the success of the upcoming steps, especially the evaluation of ARAC Secretariat, the witnessing of the ARAC Peer evaluations and the MLA Group members;
- Report on the updated and new ARAC management system documentations;
- Progress on the registration of ARAC as legal entity and the preparation of the business plan;
- Qualification of new ARAC Peer Evaluators,
- ARAC Strategy 2016-2021 and the upcoming steps for the implementation of this strategy by the ARAC committees: starting the preparation for the Committees strategic plans;

These meetings were achieved with fruitful results especially in terms of :

- Decision on the MLA Signatories: Dubai Accreditation Center became ARAC MLA Signatory for Product Certification;
- Review of the ARAC MLA application received so far and the planning of the upcoming ARAC Peer evaluations;
- The preparation for the 3 Peer evaluations which will be witnessed by ILAC&IAF Peer evaluation team;
- Follow up of the conducted ARAC Peer evaluations (conducted jointly with ILAC and PAC);
- Preparation for the second ARAC Peer evaluators training session which will be conducted during the period 13-16 November 2016 in Muscat, Sultanate of Oman.

*[Photo: Participants at the ARAC Mid-Term meeting]*

## 16. ILAC&IAF Evaluation of ARAC Secretariat:

As a first step of the IAF&ILAC Evaluation of ARAC, the following IAF&ILAC Evaluation team members conducted the Evaluation of ARAC Secretariat during the period 20-22 September 2016 in ARAC offices, Rabat, Morocco, with the participation of ARAC Chair and ARAC MLA Committee Chair:

- Mr Peter Unger, the IAF&ILAC Peer Evaluation Team Leader
- Mr Stefan Schramm, the IAF&ILAC Deputy Peer Evaluation Team Leader

The objectives of the evaluation of ARAC Secretariat is to evaluate the ARAC management system, the ARAC MLA, competence of its personnel and implementation of the peer evaluation process and their its compliance with the IAF/ILAC requirements, especially including in:

- ILAC/IAF A1 "IAF-ILAC Multi-Lateral Mutual Recognition Arrangements (Arrangements): Requirements and Procedures for Evaluation of a Regional Group",
- ILAC/IAF A2 "IAF-ILAC Multi-Lateral Mutual Recognition Arrangements (Arrangements): Requirements and Procedures for Evaluation of a Single Accreditation Body",

- IAF ML 4:2015 MLA Policies and Procedures for a Multilateral Recognition Arrangement (MLA) on the Level of Single Accreditation Bodies and on the Level of Regional Groups.

The scope of this evaluation according to ILAC&IAF arrangements is the following:

- Initial evaluation for ILAC: Testing, Calibration, Medical and Inspection
- Initial evaluation for IAF: Quality Management System, Environmental Management System and Food Safety Management System.

The results of the peer evaluation of ARAC Secretariat was very satisfactory and positive; the ILAC&IAF Peer evaluation team members have identified two Nonconformities, one Concern and four Comments. (See Annex II describing the findings raised during this evaluation). ARAC Secretariat is working on the action plan which will be sent to the IAF&ILAC Peer evaluation team for their feedback.

As a conclusion of this evaluation, the evaluation team confirmed that the overall operation of the ARAC Secretariat is in accordance with the requirements of ILAC and IAF. In particular:

- *ARAC has documented and implemented a management system that complies with IAF/ILAC A1 and IAF ML 4;*
- *Based upon the records held on the ARAC Secretariat's computer, ARAC operates its Arrangement for testing, calibration, medical testing, inspection, QMS, EMS, and FSMS scopes in accordance with IAF/ILAC A1, IAF/ILAC A2 and IAF ML 4;*
- *The peer evaluation process that is documented and implemented by ARAC mirrors that described in IAF/ILAC A2 and IAF ML 4;*
- *The process for selection and qualification of peer evaluators is documented and implemented by ARAC consistent with that described in IAF/ILAC A2;*
- *Up to now, ARAC is fulfilling its Arrangement obligations under IAF/ILAC A1 and IAF ML 4.*

In addition, the ILAC&IAF Peer evaluation team members provided a report describing in details on how the ARAC management system and peer evaluation process comply with the requirements of IAF/ILAC A1, IAF/ILAC A2 and IAF ML 4.

It was agreed with the ILAC&IAF Peer evaluation team members on the witnessing of the 3 ARAC evaluations as following:

- 9-13 October 2016: the ARAC Peer Evaluation of the Jordanian Accreditation Body JAS-JAU;
- 8-12 January 2017: the ARAC Peer Evaluation of the Algerian Accreditation Body ALGERAC;
- 19-23 March 2017: the ARAC Peer Evaluation of the Egyptian Accreditation Body EGAC;

It was also discussed with the ILAC&IAF evaluation team on the witnessing of the upcoming MLA Group meetings.

*[Photo: ILAC&IAF Peer evaluation Team and ARAC Team]*

## **17. Participation of ARAC at ILAC&IAF annual meetings**

ARAC participated actively and the ARAC Progressive reports have been presented during the following ILAC & IAF meetings (Reports focused on the matter of each committee):

- IAF Technical Committee,
- IAF Product Certification Accreditation Working Group,
- ILAC Accreditation Committee,
- ILAC Arrangement Management Committee,
- ILAC Inspection committee,
- ILAC Executive Committee meeting,
- IAF Executive Committee meeting,
- Join ILAC and IAF Executive Committee,
- ILAC&IAF Joint General Assembly meeting.

A new IAF&ILAC Working Groups of which ARAC became member:

- IAF Working Group for the fusion of the two Mandatory documents MD 01 “IAF MD 1:2007 Certification of Multiple Sites Based on Sampling” and MD 19 “IAF MD 19:2016 IAF Mandatory Document For The Audit and Certification of a Management System operated by a Multi-Site Organization (where application of site sampling is not appropriate)”,
- IAF Working Group responsible for the revision of the IAD Mandatory Document IAF MD 2:2007 Transfer of Accredited Certification of Management Systems.

The new requirements including in the new and updated ILAC and IAF documents discussed and presented during the ILAC&IAF Technical committees will be introduced in the ARAC Management System and discussed during the ARAC Committees meetings.

*[Photo: ARAC Participation at ILAC&IAF annual meeting]*

## **18. ARAC trains newcomers to ARAC peer evaluation teams Muscat, Oman 14-16 November 2016**

Following the recommendation of the Arab Accreditation Cooperation [ARAC] Multi-Lateral Recognition Arrangement Committee [MLA], the ARAC Executive committee meeting held in Tunis, Tunisia in February 2016, approved the proposal for conducting the ARAC Peer evaluators regional training course. The aim of this training course is to enlarge future teams of ARAC peer-evaluators with a view to improve ARAC peer-evaluation activities. The training targeted potential ARAC peer-evaluators from the lead assessors of ARAC Accreditation Body Members.

14 enthusiastic lead assessors from 8 ARAC accreditation body members took part in this training course held on 14-16 November 2016 in Muscat, Sultanate of Oman.

The participants were selected according to ARAC Procedures, while giving priority to those applicants who had more competence for the ARAC MLA scopes that lacked resources in terms of peer-evaluation (inspection, certification of Management System, calibration and medical testing). Developed and led by Mrs Roxanne M. Robinson (ILAC&IAF Regional Peer Evaluator Team Leader, trainer for APLAC Peer evaluators, former APLAC MRA Council Chair, former ILAC Arrangement Management Committee ILAC Arrangement Management Committee member and former Chair of the ILAC&IAF Joint Working Group A series documents) and Mr Mahmoud Eltayeb (ARAC Chair and Peer evaluator Team Leader) ; the course covered the requirements and processes of peer evaluation primarily for ARAC, but also included ILAC and IAF requirements.

An opening ceremony organized in the margin of the regional training course held on 14th November 2016 with the participation of more than fifteen delegates from the Omani Ministry of Commerce and Industry and was honored by the presence and the statement made by the His Excellency Mr. Mohsin Al-Balushi, Ministry of Commerce and Industry Adviser and Mr. Sami Al-Sahib, Acting Director General for Standards and Metrology.

As a follow-up of this training course, the successful participants will take part in future evaluations of ARAC Member national accreditation bodies (NABs), first as trainee team members, then as team members.

*[Photo: Participants at the second ARAC Peer evaluators training course]*

## **19. ARAC Experienced Peer Evaluators Workshop:**

In the margin of its 5<sup>th</sup> Annual meeting, ARAC organized a workshop for the ARAC Experienced Peer Evaluators. The purpose of this workshop was:

- Updating knowledge including highlighting the changes in the A-Series documents, tools and forms such as the report templates for the evaluations of the Accreditation Bodies,
- Information and discussion about the new and updated ARAC Peer evaluation process documentations and requirements,
- Information and discussion about the use of the new applicable ARAC forms during the Peer evaluations,
- A session on the writing of findings via the use of examples.

More than 12 ARAC qualified Peer evaluators participated at this workshop, which has been witnessed by the ILAC and IAF Peer evaluators.

*[Photo: Participants at the ARAC Experienced Peer Evaluators Workshop]*

## **20. 5th ARAC General Assembly and annual committees meetings**

ARAC has held very successfully its fifth Annual Meetings in Dubai, United Arab Emirates from the 19<sup>th</sup> to 23<sup>rd</sup> February 2017. The program including an Executive Committee Strategy session, Peer evaluators Regional workshop and committees and GA meetings was as follows:

- 19<sup>th</sup> February 2017: Second meeting of the ARAC MLA Group,
- 19<sup>th</sup> February 2017: ARAC Experienced Peer Evaluators workshop,
- 20<sup>th</sup> February 2017: Executive Committee Strategy Session,
- 20<sup>th</sup> February 2017: ARAC Peer Evaluators Working Group meeting,
- 21<sup>st</sup> February 2017: ARAC Technical Committee meeting,
- 21<sup>st</sup> February 2017: ARAC MLA Committee meeting,
- 21<sup>st</sup> February 2017: ARAC Communication and Marketing Committee meeting,
- 21<sup>st</sup> February 2017: ARAC Task Force Group meeting on the registration of ARAC as legal entity in Tunisia,
- 22<sup>nd</sup> February 2017: ARAC Executive Committee meeting,
- 23<sup>rd</sup> February 2017: ARAC General Assembly meeting.

The above meetings were witnessed by the ILAC&IAF Regional Peer evaluators within the framework of the ILAC&IAF evaluation of ARAC.

More than 70 participants from the Arab Accreditation Bodies took part in these meetings. It was also pleasing to welcome delegates from accreditation bodies from other regions as well as the Chair of Asia Pacific Laboratory Accreditation Cooperation [APLAC], the General Director Advisor of the Arab Industrial Development and Mining Organization [AIDMO], the representatives of the League of Arab States [LAS] and the United Nations Industrial Development Organization [UNIDO] and the Swedish International Development Cooperation Agency [Sida].

In addition, ARAC was honored by the presence and the statement made by the General Director of the Municipality of Dubai during the opening session of the General Assembly meeting on 23<sup>rd</sup> February 2017.

Significant achievements were made at these meetings mainly the following:

- Successful witnessing of the ARAC MLA decision making committee meeting by ILAC&IAF Peer evaluators,
- There has been a substantial growth in the ARAC MLA signatories, new members have joined and extended their MLA:
  - The ARAC Jordanian Accreditation System JAS became ARAC MLA Signatory in the following fields:
    - Accreditation of Calibration laboratories according to ISO/IEC 17025,
    - Accreditation of Testing Laboratories according to ISO/IEC 17025,
    - Accreditation of Medical/Clinical Laboratories according to ISO 15189.
  - The Dubai Accreditation Center DAC became ARAC MLA Signatory in the field of Accreditation of Product Certification Bodies according to ISO/IEC 17065
- Preparation of the ARAC Strategy 2016-2021 implementation plan,
- Preparation for the upcoming steps of the ILAC&IAF Peer evaluations,
- Start the establishment of ARAC Action plan to prepare for the new publication of the new version of the standard ISO/IEC 17011:2017,
- A great number of resolutions have been adopted by the General Assembly members, the most outstanding of which are:
  - Approval of the ARAC new procedure ARAC PR 030 on conducting the joint peer evaluations with the other regional Cooperation Bodies,
  - Adoption of the ILAC & IAF Resolutions applicable for the ARAC Peer evaluation process,

- Implementation of the ARAC Strategy 2016-2021.

Finally, it was agreed to organize the upcoming ARAC Mid-Term meetings during the period 24-26 July 2017 in Tunis, Tunisia.

*[Photo: Participants at the 5<sup>th</sup> ARAC GA meeting]*

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