

EUROLAB TECHNICAL COMMITTEE ON QUALITY ASSURANCE IN TESTING AND CALIBRATION

Wednesday, 19 February 2021
Remote Exec. Meeting
10.00h –12.00h

Draft Agenda

Agenda Item	Topic	Reporting Person	Meeting Documents	Expected Results	Criticality of item (red/yellow green)
1	Welcome and arrangements	Chair		N/A	
2	Approval of the Draft Agenda	Chair		Decision	
3	Approval of the December Draft Minutes	Chair	TCQA/21/39	Approval	
4	TCQA Internal Documents				
	4.1 CookBook Updates - CookBook N.3 Handling of Untestable/Deviating Samples - CookBook N.4 Use of Interlaboratory Comparison Data by Laboratories - CookBook N.5 Conflict Handling within the Accreditation Process - CookBook N.12 Use of Excel Data Handling in Laboratories - CookBook N.15 Assessment of the Trueness Measurement of a Procedure by use of a Reference Material - CookBook N. 23 Complaints	Chair & all	Cookbooks	Discussion/Decision	
	4.2 New documents - 1st draft of Decision rules applied to CMC's - 1st draft of Method validation in calibration - Recapping document based on previous surveys on 17025 transition and remote audits	Chair, Alvaro Ribeiro, John Wilson, Magnus Holmgren	TCQA/21/03	Discussion/Decision	
5	TCQA Projects				
	5.1 Working Groups Meetings/Decisions - First feedback on Risk analysis/decision rules WGs - Measurement uncertainty in sampling (microbiology) WG - Remote Assessments Horizontal Task Force (joint with TIC Council)	All	TCQA/21/06 TCQA/21/07 TCQA/21/09	Discussion/Decision	

	5.2 Integration of M365 in future TCQA workflow				
6	Local activities				
	Information provided by the national members at a local level/when applicable				
7	Accreditation				
	7.1. ILAC - Gather examples on the issues of laboratories with non-conformity	Álvaro Silva Ribeiro		Information	
	7.2. EA-GA	Álvaro Silva Ribeiro, Kurt Ziegler		Information	
	7.3. EAAB	Alexander Šafařík-Pštroš		Information	
	7.4. EA LC - Questions to be raised in next March meeting	Ömer Güzel, Andreas Kinzel		Information	
	7.5. EA HHC	Magnus Holmgren		Information	
	7.6. EA CC	Gabriele Schmidt		Information	
	7.7. EA IC - Questions to be raised in next March meeting	Andreas Kinzel		Information	
8	Standardisation				
	8.1 Collaboration with ISO committee for revision of 17043	Magnus Holmgren, Ulrich Leist		Information	
9	Other Organisations				
	9.1 EURACHEM	Ewa Bulska, Lorens Sibbesen		Information	
	9.2 EURAMET	Álvaro Silva Ribeiro, Davor Zvizdic		Information	
	9.3 NCSL	Álvaro Silva Ribeiro, Ömer Güzel		Information	
	9.4 IMEKO EUROLAB-IMEKO Cooperation Update	Mladen Jakovčić	Flyer	Information	
	9.5 EEE-PT	Johannes van de Kreeke, Ulrich Leist, Magnus Holmgren, Ute Braun		Information	
10	Any other business - Magnus Holmgren's new status within EUROLAB/TCQA			Open	
11	Date of the next meeting			Decision	