

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 | | 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 | | 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 | | 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 | | Discussion/Decision | |

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|-----------|--|--|--|-------------|--|
| | 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-Pštrosz | | 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 | |
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| | 9.5 IMEKO | Mladen Jakovčić | | Information | |
| | 9.6 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 | |