

	<p><i>Use of ISO/IEC 17025 Calibration Agencies</i></p>	<p>Policy 005</p>
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## 1. Purpose

- 1.1 The purpose of this policy is to clearly define the use and selection of external agencies that provide calibration. External agencies that perform calibration of measurement standards and that perform calibrations of equipment (eg: force, mass, temperature) within your laboratory shall conform to the requirements of ISO/IEC 17025.
  - 1.1.1 Manufacturers that perform proprietary calibrations on the equipment they produce do not need to maintain accreditation for the activity of performing calibrations.

## 2. Scope

- 2.1 This policy applies to all CMEC accredited laboratories. It is the responsibility of all inspectors and assessors to evaluate compliance of the laboratories to this policy.

## 3. Policy

- 3.1 Measuring and test equipment having a significant effect on the accuracy and validity of the test results and that is calibrated by an external calibration agency shall be calibrated by one of the following:
  - 3.1.1 A calibration agency accredited to ISO/IEC 17025 by an accreditation body that is a signatory to the International Laboratory Accreditation Cooperation Mutual Recognition Arrangement (ILAC MRA);
    - 3.1.1.1 The equipment and range of measurement used must be within the calibration agency's accredited scope (this can be found on the accreditation body's website).
  - 3.1.2 A national metrology institute (NMI) such as the National Institute of Standards and Technology (NIST); or
  - 3.1.3 A state agency with a current verifiable certificate of measurement traceability issued by the NIST Office of Weights and Measures.

3.2 Laboratories shall ensure that all testing and calibration results are traceable wherever possible, through NIST or another National Metrology Institute (NMI) to the International System of Units (SI units). Calibration certificates shall, where applicable, provide indication of traceability, through the inclusion of the following information clearly visible on the certificate:

3.2.2 The uncertainty of measurement associated with a specified range of measurement for a specified measurement parameter (eg: force, mass, temperature),

3.2.3 The symbol of an accreditation body that has recognized the competence of the calibration agency through accreditation, or equivalent.

#### 4 Conformance to this Policy

4.1 CMEC accredited laboratories shall conform to the criteria for the selection and use of calibration agencies which are accredited to ISO/IEC 17025.