The following are aspects which a Laboratory wishing to adopt the alternative approach for analysing samples, including non-asbestos construction sample (NACS) materials, will need to address. Evidence of how the Laboratory have addressed all aspects will form part of the information requested to support of the declaration submission. The Laboratory will need to sign the declaration by way of confirming they have considered and have taken suitable action to address all aspects in support of them applying the alternative approach. Expanded detail will be provided within the final declaration that the Laboratory will need to submit in support of their ETS at the time of applying.

**Aspects to be reviewed and actioned by the Laboratory as required including:**

**ISO/IEC 17025 Sec 6.2** **Training and Competence**

* Training programme, records and authorisation criteria have been reviewed and amended as appropriate. This will include training in order to support analysts being able to correctly identify Non-asbestos construction sample (NACS) materials and the impacts of this e.g. revised scoring of materials;
* Reauthorisation of testing staff has been undertaken as required;

**ISO/IEC 17025 Sec 7.1 Review of Requests Tenders and Contracts**

**7.1.4** The Laboratory shall request suitable and sufficient information as part of their defined contract review procedures, in order to make an informed decision on which to justify the approach taken for analysis.

Each contract shall be acceptable both to the laboratory and the customer. Deviations requested by the customer shall not impact the integrity of the laboratory or the validity of the results. The Laboratory shall not use the use of the alternative approach as a tool to market themselves.

**7.1.5** Suitable procedures and mechanism for undertaking contract review for bulk analysis

**ISO/IEC 17025 Sec 7.2** **Selection of Method**

* Suitable action has been taken for the review and revision of test methods to ensure methodologies are updated
* Technical procedures and supporting analysis templates (including that of electronic data capture/systems) have been amended as appropriate to ensure that sufficient detail is captured during the test activities to:
	1. Justify the determination of a material being identified as a Non-asbestos construction sample material where applicable
	2. Provide traceability in the system to identify when the approach has been applied
	3. Document the revised scoring as per updated Table A2.10 in the revised approach.

**ISO/IEC 17025 Sec 7.5 Technical Records**

* Procedures regarding technical records have been revised as required, including:
	1. The need to ensure that any changes to the original material type made at the point of analysis is appropriately recorded;
	2. Records contain suitable justification of the approach being applied

*NB the use of a alternative approach should not be considered by the Laboratory as an opportunity to seek to raise the daily samples numbers outside of those defined in HSG248 Ed2 i.e. not greater than 60 samples/70 points*

**ISO/IEC 17025 Sec 7.7 Ensuring the validity of Results**

* Procedures and system have been reviewed and revised to accommodate the additional:
	1. Representation of NACS material types within the QC stock typical of such samples the Laboratory receives (outside that defined in table A2.10 Cat A as required)
	2. Establish appropriate internal QA checks to ratify the approach being applied in a suitable and consistent manner
	3. Evaluation and staff performance

**ISO/IEC 17025 Sec 8.2** **Management system documentation**; including as applicable Quality and Technical manuals, controlled documents, test data capture systems, risk and opportunities.

* All documents/procedures which support the management system and are affected by the implementation of this alternative approach shall be reviewed and where necessary changes

**ISO/IEC 17025 Sec 8.8 Internal Audit;**

* Evidence that there is ongoing assessment by the Laboratory as part of relevant internal audits to provide confidence that all aspects are audited to confirm they are being effectively managed and remain compliant, with any failings being suitably raised.

**There will also be a requirement for the Laboratory to confirm that they acknowledge the following aspects, through the signing of the declaration:**

* The reference to ‘Never less than’ within microscope examinations refer to that of the investigation of the samples under the stereo microscope and the assessment under PLM is in addition to that stated;
* The Laboratory not use the implementation of the alternative approach as a mechanism to market themselves or claim capabilities over and above of their existing approach as an accredited laboratory, including within any documentation (including but not limited to), their website, quotes, pricing, contract review or in response to tenders;
* The Laboratory shall not and will need to ensure that the implementation of the alternative approach will not lead to any undue pressures on staff to apply the methodology in a way that would affect results;
* The Laboratory will not make any amendments to reporting templates outside of those permitted under ISO/IEC 17025:2017 or LAB30 and shall not refer to the alternative approach when making reference to the methodology used;
* The Laboratory shall not view the implementation of the alternative approach as a way of increasing permitted daily sample throughput outside that permitted in HSG 248.