

NELAP Accreditation Council Charter

DECEMBER 6, 2021

Mission

The NELAP Accreditation Council (AC) has final authority for implementation of the program for the accreditation of environmental laboratories within the National Environmental Laboratory Accreditation Program. The NELAP AC facilitates a national program through mutual recognition.

Composition of the Committee

1. The NELAP Accreditation Council consists of one individual appointed by each recognized Accreditation Body (AB,) with an alternate if desired, and one Ex-Officio member representing EPA.
2. The nature of the Council's operations makes it inappropriate to allow associate members.
3. Balance of stakeholders is not appropriate for the AC.

Objectives

1. Review and approve existing and prospective ABs to become or remain NELAP-recognized.

Success Measures:

- Periodically evaluate all NELAP-recognized ABs to ensure their conformance to the requirements established by this organization.
- Evaluate applicant ABs with equivalent processes to those of current ABs.

2. Coordinate with the Laboratory Accreditation Systems Executive Committee (LASEC) and Proficiency Testing Program Executive Committee (PTPEC) for program management activities:

- i. LASEC -- Include new standards into the NELAP program, provide interpretations and clarification of the TNI Environmental Laboratory Sector standards, and adopt policies and procedures prepared for use within the AC.
- ii. PTPEC – Review and comment on relevant acceptance limits for proficiency testing developed by the PTPEC.

Success Measures:

- Continued smooth operation of the program.

3. Implement a national program for the uniform and consistent accreditation of environmental laboratories.

Success Measures:

- Uniform and consistent program operations.

4. Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting or when requested by the Executive Director.

Success Measures:

- Activities and progress provided within the Annual Report and Work Plan design and any subsequent revisions are approved by the TNI Board.

Available Resources:

- Appointed AB representatives
- Virtual meeting platform
- Program Administrator support
- On-line storage, maintenance and archiving of SOPs, Policies and related documents

Anticipated Meeting Schedule:

- Virtual meetings: regular schedule of calls to be published on the TNI website
- In-person meetings, as needed, at TNI conferences

Approved by the TNI Board of Directors on December 12, 2021