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|  | **NABL 157** |
|  | **National Accreditation Board for Testing and Calibration Laboratories (NABL)** |

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| **Application Form and Checklist**  **for**  **NABL Recognition for**  **Government Drinking Water Testing Laboratory**  **at Block Level / Sub-Divisional Level** |

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| **ISSUE NO.: 01**  **ISSUE DATE: 13-Sep-2021** | **AMENDMENT NO.: --**  **AMENDMENT DATE: --** |

**AMENDMENT SHEET**

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| **S. No.** | **Page No.** | **Clause No.** | **Date of Amendment** | **Amendment** | **Reasons** | **Signature**  **QA Team** | **Signature**  **CEO** |
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## 

### Information for Laboratory

* 1. This scheme is based on performance in proficiency testing and applicable for Block level / Sub – Divisional Level Government Drinking Water testing laboratories which are based in India.
  2. Laboratory is required not to request for any changes in scope of recognition during the recognition process and recognition cycle.
  3. The application must be filled up by the authorized representative of the laboratory.
  4. Laboratory is required to pay due attention while providing information to NABL in application form. After submission of application, the laboratory will not be able to make changes in the application form.
  5. Incomplete application will be rejected by NABL.
  6. Applicable fee and other necessary charges related to the recognition process is given in NABL document NABL 100 ‘General Information Brochure’ under NABL Finance and Fee Structure’ and NABL 139 ‘Criteria for NABL Recognition for Government Drinking Water Testing Laboratory at Block Level / Sub-Divisional Level.” NABL 100 and NABL 139 are available on NABL website.
  7. The application will be kept confidential (unless required by law) by NABL and information obtained during the processing of application, grant of recognition and on-site assessment (surveillance) will be safeguarded and confidentiality and impartiality will be maintained. The procedure for processing of application for accreditation is given in NABL 100 and NABL 139.

### Requirements to be fulfilled and Instructions to be followed by the laboratory, while applying for NABL recognition

* 1. On-line application to be submitted by laboratory through NABL website [www.nabl-india.org](http://www.nabl-india.org) in the link provided for “Government Drinking Water Testing Laboratory Accreditation Program (G-LAP)” under Block / Sub-Divisional level category for recognition under this scheme.
  2. The laboratory is required to satisfactorily participate in Proficiency Testing (PT) program conducted by NABL accredited PT provider as per ISO/IEC 17043 before submission of application (within six months prior to the date of application).

### Application Form

### We apply for NABL Recognition for Government Drinking Water Testing Laboratory at Block Level/Sub-Divisional Level program for our laboratory as per details given below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Laboratory Details** | | | | | |
| **Details** | | | **Data Submitted by Laboratory** | | |
| Name of the Laboratory | | |  | | |
| Country | | |  | | |
| State/Province | | |  | | |
| District | | |  | | |
| Address | | |  | | |
| Pin code | | |  | | |
| Mobile No. | | |  | | |
| Email Id | | |  | | |
| Type | | |  | | |
| Technical Head/ Lab Manager | | |  | | |
| Accredited PT Program | | |  | | |
| Scope Applied | | | | | |
| **S.**  **No.** | **Discipline – Group – Sub Group** | **Test Parameter** | **Range** | **Measurement Technique** | **CRM/RM** |
|  |  |  |  |  |  |

**Note:** This scheme is applicable only for the Test Parametersas detailed in NABL 139.

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| **List of Key Equipment** | | | | | | |
| **S.**  **No.** | **Discipline** | **Equipment Name** | **In-house/ traceability** | **External/ laboratory name** | **Calibration certificate of equipment** | **Image of the equipment via Mobile App** |
|  |  |  |  |  |  |  |

***Note:*** *Laboratory equipment shall be geotagged through mobile App.*

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| **List of Reference Material/ Reference Cultures** | | | | | | | |
| **S.**  **No.** | **Discipline** | **Reference Material/ Reference Cultures** | **Traceability** | **Source** | **Date of Expiry** | **Certificate of reference material/ Reference Cultures** | **Image of the reference material via Mobile App** |
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***Note:*** *Laboratory reference material shall be geotagged through mobile App.*

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| **Participation in Proficiency Testing** | | | | | | |
| **S.**  **No.** | **Discipline – Group – Sub Group** | **Test Parameter** | **Name of the PT Provider** | **Performance (z-score or satisfactory/unsatisfactory)** | **Date of issue of PT Report** | **Upload Report** |
|  |  |  |  |  |  |  |

***Note:*** *PT report shall be submitted by the laboratory.*

### Checklist

|  |  |
| --- | --- |
| **Checklist Section (to be filled in App)** | |
| **Infrastructure** | |
| 1. | Laboratory Display Board (Outside or on laboratory entrance) |
| 2. | Qualification certificate (Highest Technical Qualification) of Head of the Laboratory |
| 3. | Photograph of Head of the Laboratory |
| **Accommodation and Environmental Conditions** | |
| 1. | General Cleanliness (Dust free and Good Housekeeping) |
| 2. | Records of Environmental Conditions maintained in the laboratory (Last one month) |
| 3. | Sample Storage Area |
| 4. | Safety Instruments/Precautionary Measures available in the laboratory |
| **Record Maintenance and Reporting** | |
| 1. | Copy of Test Reports issued by the Laboratory (5 to 10 in number) |
| 2. | Specimen Signature with name of Person(s) authorized for issue of test reports |
| 3. | List of Technical Records maintained by the Laboratory |
| 4. | Result of Internal Quality Control checks (Retesting, Replicate Testing, Testing of Blind Sample etc.) performed by the laboratory in last one month. |

### Declaration by the laboratory

**I/ We declare that**

1. We agree to comply with procedure of this scheme, pay charges for assessment (if applicable) irrespective of the result.
2. We agree to co-operate with the assessment team appointed by NABL for examination of all relevant documents by them and their visits to those parts of the laboratory that are part of the applied scope.
3. We satisfy all national, regional and local regulatory requirements for operating a laboratory.
4. We agree to comply with the terms & conditions mentioned in Procedure for NABL Government Block Level/ Sub Divisional Drinking Water Testing Laboratories Program
5. All information provided in this application is true.

Signature of Head of the organization

Name of Head of the organization

Date

Place

**National Accreditation Board for Testing and Calibration Laboratories (NABL)**

NABL House

Plot No. 45, Sector- 44,

Gurugram – 122003, Haryana

Tel.: +91-124 4679700

###### Fax: +91-124 4679799

Website: [www.nabl-india.org](http://www.nabl-india.org)