

QUALITY ASSOCIATES INTERNATIONAL[®], LLC'S

COAL/COKE QUALITY CONFORMANCE PROGRAM[™] (CQCP[™])

GENERAL
REQUIREMENTS
FOR
ACCREDITATION
OF
COAL AND COKE LABORATORIES
USING
ASTM
STANDARDS

MAY 21, 2001

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QUALITY ASSOCIATES INTERNATIONAL[®], LLC

QUALITY **A**SSURANCE IS THE BEST **I**NSURANCE

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QUALITY POLICY STATEMENT

A quality management system stresses the use of documented accountability and quality control procedures. These procedures serve to assure the laboratory personnel and its clients that assignable factors affecting the accuracy and precision of tests are understood and accounted for in the performance of its routine sampling and testing activities, and that reported data are obtained from the samples submitted. Quality Associates International®, LLC's Coal/Coke Quality Conformance Program™ (CQCP™) is a mechanism to accomplish those goals.

Quality Associates International®, LLC is committed to industry assurance and laboratory success, through the administration of this program, to ensure objective and impartial audits that emphasize the application of correct and properly executed analytical standards coupled with recognized accountability and quality concepts and principles.

, **MANAGING MEMBER**

JAMES H. ADDINGTON

MAY 21, 2001

PROGRAM

NORMATIVE REFERENCES

ASTM D 4621, *Standard Guide for Quality Management in an Organization That Samples or Tests Coal and Coke*

ISO/IEC Guide 58, *Calibration and testing laboratory accreditation systems – General requirements for operation and recognition*

ISO/IEC Guide 17025, *General requirements for the competence of testing and calibration laboratories*

QUALITY SYSTEM

GENERAL PROVISIONS

Quality Associates International®, LLC's Coal/Coke Quality Conformance Program™ (CQCP™) is a quality system designed specifically for accreditation of coal and coke laboratories using American Society for Testing and Materials (ASTM), Committee D 05 on Coal and Coke, standards.

CQCP™ addresses the quality system elements specified in ASTM D 4621, *Standard Guide for Quality Management in an Organization That Samples or Tests Coal and Coke*, consistent with the requirements of ISO/IEC 17025, *General requirements for the competence of testing and calibration laboratories*. Facility assessments are conducted against the quality system elements specified in those documents based on the most current versions of the ASTM Committee D 05 on Coal and Coke standards for which the facility is seeking compliance certification. Compliance certification to other versions of the ASTM standards may be requested. Departures from ASTM standards may be certified, if measurement uncertainty equivalent to the appropriate ASTM standards can be demonstrated.

A Certificate of Compliance™ is issued for those ASTM standards for which the facility has applied and demonstrated compliance or equivalency. A Certificate of Compliance™ shall not be issued or renewed for any facility not in conformance with the requirements of ASTM D 4621, consistent with the requirements of ISO/IEC 17025, nor for any ASTM standard for which compliance or equivalency is not documented.

Accredited laboratories are required to maintain impartiality and integrity in the operation of the facility.

ORGANIZATION

Quality Associates International®, LLC (QAI, LLC) is a privately owned, for-profit, company registered in the state of Illinois, USA. QAI, LLC provides analytical, sampling and contractual quality expertise to the coal mining, electric utility and

laboratory industries. James H. Addington, Managing Member, has established and directed sampling and testing capabilities as well as quality systems for those industries for over 35 years in the USA and internationally.

Since 1972, he has been a member and directly involved with the ASTM standards writing process of Committee D 05 on Coal and Coke. He has chaired and participated on numerous task groups and subcommittees developing and revising ASTM standards and has held numerous positions on the Committee's Executive Subcommittee. He was awarded the committee's R. A. Glenn Award for outstanding contributions in the development of ASTM standards relating to coal and coke and ASTM's highest award, the Award of Merit, with the honorary title of Fellow.

He has successfully completed the ISO 9000 Lead Assessor training course, has participated in the implementation of the ISO 9000 process at facilities within the coal industry and is a member of the American Society for Quality.

OPERATIONAL AND FUNCTIONAL DUTIES RESPONSIBILITIES

CQCP™ is a voluntary program operated by Quality Associates International®, LLC. QAI, LLC maintains associate agreements with other coal analysis, sampling and auditing experts to provide assistance and guidance in the assessment and accreditation process.

Final decisions regarding program operation lies with QAI, LLC. QAI, LLC enters into associate agreements with Quality Associates International®, LTD. in phases of the accreditation process addressing laboratory quality issues and proficiency test programs. QAI, LTD. is a privately owned, for-profit, company registered in the province of Ontario, Canada. QAI, LTD. provides proficiency testing and quality assurance expertise to the coal mining, electric utility and laboratory industries. Louis C. G. Janke, President, has over 27 years experience in the coal industry developing quality system solutions. Since 1978, he has been a member and directly involved with the ASTM standards writing process of Committee D 05 on Coal and Coke as well as ISO TC 27 Solid Mineral Fuels. He has chaired and participated on numerous task groups and subcommittees developing and revising standards and held numerous Executive Subcommittee positions in both ASTM and ISO, including Chairman of ASTM Committee D 05 on Coal and Coke. He has served on ASTM's Board of Directors. He was awarded Committee D 05's R. A. Glenn Award for outstanding contributions in the development of ASTM standards relating to coal and coke and ASTM's highest award, the Award of Merit, with the honorary title of Fellow.

Facility assessments shall be performed by trained and skilled personnel. Final decision on accreditation, suspension of accreditation or withdrawal of accreditation is made by the Managing Member, QAI, LLC.

QAI, LLC requires laboratories seeking accreditation under the CQCP™ to subscribe to proficiency test programs (PTPs) and use reference materials (RMs) specifically designed for the coal and coke testing community. The PTPs shall include representation from or be recognized by a body competent in the testing of coal and coke. The RMs shall be supplied by or traceable to a recognized certifying agency. QAI, LTD. provides PTPs and RMs to laboratories analyzing coal and coke. These services are not a part of the Coal/Coke Quality Conformance Program™. Use of these or any other services provided by either of the QAI companies is not a condition or requirement of accreditation in CQCP™.

ADMINISTRATIVE PROCEDURES AND DOCUMENT CONTROL

Administrative functions are under the direction of Quality Associates International®, LLC. All records pertaining to CQCP™ (whether hard or electronic) are maintained by the Managing Member of QAI, LLC for a period of five (5) years after expiry of accreditation.

INTERNAL AUDIT POLICY AND PROCEDURES

The CQCP™ is a program that accredits coal and coke testing laboratories against the quality system elements specified in ASTM D 4621, consistent with the requirements of ISO/IEC Guide 17025, based on compliance with ASTM coal and coke standards. As a result, QAI, LLC performs an annual audit, immediately after publication of the relevant ASTM volume of standards, to ensure all reference documents are current. Concurrently, QAI, LLC shall audit its activities to verify that they comply with the requirements of the quality system. The quality system shall also be reviewed to ensure its continued effectiveness. A record of the internal audit, signed by the Managing Member of QAI, LLC specifying the versions of ASTM and ISO standards used in accreditation, is appended to all laboratory certificates.

POLICY AND PROCEDURES FOR CONDUCTING QUALITY SYSTEM REVIEW

CQCP™ is a program that accredits coal and coke testing laboratories against the quality system elements specified in ASTM D 4621, consistent with the requirements of ISO/IEC Guide 17025, based on compliance with ASTM coal and coke standards. Compliance is assessed against the procedural and quality elements specified in each ASTM standard. Quality elements related to measurement uncertainty are assessed against laboratory environment, control sample, reference material and proficiency test data provided by the laboratory. Laboratories seeking accreditation must satisfy both the procedural and quality elements as written in the ASTM standard. Otherwise, a notice of noncompliance shall be issued by QAI, LLC. In the case of a notice of noncompliance, the laboratory can receive accreditation for their Standard Operating Procedure (SOP), provided the laboratory submits documentation that supports the SOP has a measurement uncertainty equivalent to that specified in the published ASTM procedure.

RECRUITMENT, TRAINING AND QUALIFICATION OF ASSESSORS AND MONITORING ASSESSOR PERFORMANCE

Assessors are recruited by the Managing Member of QAI, LLC and work under documented ethical, confidentiality and contractual associate agreements with QAI, LLC. Assessors are selected based on their knowledge of quality assurance, field of competence, and assessment abilities.

Assessors are trained by the Managing Member of QAI, LLC. Assessors are provided a blind copy of a factual case study conducted by QAI, LLC to determine their capability to carry out an assessment consistent with the requirements of the CQCP™. A review of the case study with the Managing Member of QAI, LLC is conducted with the assessor to assure any deficiencies are reconciled before the assessor is designated as a trained assessor. Trained assessors shall receive a Certificate of Training signed by the Managing Member of QAI, LLC. Trained assessors shall undergo yearly recertification. Recertification shall be based on a random selection of a minimum of two procedural case studies and shall follow the same review process as the original assessor training. A qualified assessor shall attend one or more assessments performed by a first time assessor.

Assessors shall be provided a current set of procedures giving assessment instructions and all relevant information on accreditation arrangements prior to performing an assessment.

QAI, LLC shall maintain all assessor records, including:

1. Name and Address;
2. Organization affiliation and position held;
3. Educational qualification and professional status;
4. Work experience;
5. Training in quality assurance, assessment and testing;
6. Experience in laboratory assessment and field of competence;
7. Date of most recent updating of record.

RECORD RETENTION

All records pertaining to CQCP™ (whether hard or electronic) are maintained by the Managing Member of QAI, LLC for a period of five (5) years after expiry of accreditation.

CERTIFICATE OF COMPLIANCE™ IMPLEMENTATION POLICIES AND PROCEDURES

To attain and maintain a Certificate of Compliance™, a facility shall:

1. Prepare and submit to QAI, LLC an application provided by QAI, LLC;
2. Comply with the provisions of ASTM D 4621, *Standard Guide for Quality Management in an Organization That Samples or Tests Coal and Coke*, consistent with the requirements of ISO/IEC 17025, *General requirements for the competence of testing and calibration*, ISO/IEC Guide 58, *Calibration and testing laboratory accreditation systems – General requirements for operation and recognition* and the applicable ASTM standards for which compliance certification is requested;
3. Be assessed against ASTM D 4621, consistent with the requirements of ISO/IEC 17025;
4. Be assessed against those ASTM standards for which compliance certification is requested. Compliance or equivalency to the ASTM standards must be satisfactorily demonstrated for the standard to be included in the scope of compliance certification;
5. Be responsible for awareness of the requirements of the latest versions of ASTM D 4621, ISO/IEC Guide 58, ISO/IEC Guide 17025 and all ASTM standards for which compliance certification is requested;
6. Cooperate with QAI, LLC in the verification process of compliance requirements of the program;
7. Comply at all times with the criteria, requirements and conditions for receiving a Certificate of Compliance™;
8. Maintain impartiality and integrity;
9. Retain all records pertaining to the accreditation process for a minimum of five years;
10. Inform QAI, LLC, without delay, of changes in any aspect of the laboratory's status or operation that affect the laboratory's legal, commercial or organizational status; organization or management (e.g., managerial staff); appropriate policies or procedures; premises; personnel; equipment; facilities; authorized signatories; or other matters that may effect the laboratory's capability, or scope of certified compliance activities, or compliance with the criteria, requirements and conditions for compliance certification;

11. Monitor changes to all ASTM standards listed on the Certificates of Compliance[®] and, upon agreement by QAI, LLC, modify all Operating Manuals to reflect the most current ASTM standards.

PROFICIENCY TESTING

QAI, LLC requires laboratories seeking accreditation under the CQCP[™] to participate in proficiency test programs (PTPs) specifically designed for the coal and coke testing community. The PTPs shall cover the range of tests included in the scope of accreditation, where available. The PTPs shall include representation from or be recognized by a body competent in the testing of coal and coke.

YEAR ONE

A full assessment of the facility shall be required for a Certificate of Compliance[™] for year one. The requesting facility shall make application for accreditation to the program by the filing of an application by a duly authorized representative of the facility. The completed application shall contain the following information at a minimum:

1. The scope of accreditation;
2. Agreement to cooperate in and fulfill the assessment and accreditation process, pay the applicable fees charged regardless of the assessment results, and to pay the applicable fees of subsequent maintenance of accreditation to the program;
3. Agreement to comply with the requirements for accreditation and to supply any information needed for the evaluation of the laboratory;
4. The general features of the applicant laboratory (corporate entity: name, address, legal status, human and technical resources);
5. General information concerning the laboratory covered by the application, such as primary function, relationship in a larger corporate entity and, if applicable, physical location of the laboratories involved;
6. A definition of the materials or products tested, the methods used and the test performed;
7. A copy of the laboratory's quality manual and, where required, the associated documentation.

CONFIDENTIALITY

QAI, LLC and its contractors are responsible for assuring confidentiality is maintained concerning all confidential information with which they become acquainted because of their contacts with the applicant laboratory. QAI, LLC and its subcontractors agree to

hold all disclosed confidential or proprietary information or trade secrets in trust and confidence. The information gathered shall be used only for assessment purposes and shall not be used for any other purpose, nor shall it be disclosed to any third party without written consent of the applicant laboratory.

ASSESSORS

The assessment shall be performed on a mutually agreeable date by assessors qualified to evaluate all material collected from the applicant and to conduct the assessment on its behalf at the applicant laboratory. The applicant facility shall be notified of the name(s) of the qualified assessor(s) designated to perform the assessment. A lead assessor shall be appointed, if relevant. Sufficient notice shall be given to the applicant laboratory to provide opportunity to appeal against the designation of any particular assessor.

ASSESSMENT REPORT

The following assessment reporting procedures shall be provided to the applicant laboratory at a minimum:

1. An exit meeting between the assessor(s) and laboratory management at which the assessor(s) provides a written or oral report on the compliance of the applicant laboratory with the accreditation requirements;
2. The assessor(s) provides QAI, LLC with a detailed assessment report containing all relevant information concerning the ability of the applicant facility to comply with all of the accreditation requirements, including any which may come about from the results of proficiency testing;
3. A report of the assessment shall be promptly provided to the applicant laboratory by QAI, LLC, identifying any non-compliances that have to be corrected in order to comply with all of the accreditation requirements. The applicant laboratory shall be given opportunity to present its comments on the assessment report and to describe the specific actions taken, or planned to be taken within a specified time, to remedy any non-compliances with the accreditation requirements identified during the assessment.

FINAL REPORT

The final report from QAI, LLC to the applicant laboratory shall include the following at a minimum:

1. Date(s) of assessment(s);
2. The name(s) of the person(s) responsible for the report;

3. The names and addresses of the laboratories assessed;
4. The scope of accreditation;
5. Assessor(s) comments on compliance of the applicant laboratory with the accreditation requirements.

The reports shall take into consideration:

1. The technical qualification, experience and authority of the staff encountered, especially the persons responsible for the technical validity of test reports;
2. The adequacy of the internal organization and procedures adopted by the applicant laboratory to give confidence in the quality of its services, and of the physical facilities, i.e. the environment and the test equipment of the laboratory, including maintenance and calibration, having regard to the volume of work undertaken;
3. Any proficiency testing or other interlaboratory comparison performed by the applicant laboratory, the results of this proficiency testing, and the use of these results by the laboratory;
4. The actions taken to correct any non-compliances identified at previous assessments.

ACCREDITATION DECISION

QAI, LLC's decision whether or not to accredit a laboratory shall be on the basis of the information gathered during the accreditation process and shall not delegate its responsibility for granting, maintaining, extending, suspending or withdrawing accreditation.

GRANTING ACCREDITATION

QAI, LLC shall transmit to the accredited laboratory formal accreditation documents signed by an authorized officer. The documents shall permit identification of:

1. The name and address of the accredited laboratory;
2. The scope of the accreditation, including:
 - a. The tests for which accreditation has been granted;
 - b. The materials or products tested, the methods used and the tests performed;

- c. For specific tests for which accreditation has been granted, the methods used defined by written standards or reference documents that have been accepted by QAI, LLC.
3. The effective date of accreditation, and the term of the accreditation;
4. A unique laboratory accreditation number.

TERM

The Certificate of Compliance™ shall be in effect for a two-year period from the anniversary date. The beginning anniversary date starts 30 days after QAI, LLC's receipt of the required initial fees stated in the then current application package.

YEAR TWO

NEWLY ACCREDITED FACILITIES

In year two, QAI, LLC shall conduct a surveillance audit on randomly selected items covered by the certificate and any additional items brought to QAI, LLC's attention by the accredited facility. Continuance of the certification shall be dependent upon QAI, LLC's concurrence of any changes that may be necessary in the accredited facility's Operating Manuals, satisfactory completion of the assessment, and correction to any deficiencies that may be found during the laboratory assessment.

PREVIOUSLY ACCREDITED FACILITIES

Continuance of the certification shall be dependent upon receipt, and QAI's concurrence, of any changes that may be necessary in the accredited facility's Operating Manuals. Assessment for second year certification shall be necessary only if significant operational changes have been made since the previous assessment.

RENEWAL

Renewals restart the evaluation process described in **YEAR ONE** and **YEAR TWO**. A full assessment of the facility shall be required for a Certificate of Compliance™ renewal prior to the year two-expiration date. The requesting facility shall make application for renewal of accreditation to the program. QAI, LLC shall forward to and the accredited laboratory shall prepare an application for renewal. The application shall require the same information as the original application subject to any facility operational changes and scope of certification. The assessment shall be performed similar to the year one assessment, subject to any changes to the assessment and testing standards. A new Certificate of Compliance™ shall be issued upon completion of the assessment and correction to any deficiencies that may be found during the laboratory assessment.

FEE STRUCTURE

The program fee structure may be obtained by:

- Contacting Quality Associates International® at the address or phone number on the front page of this manual and requesting the application package,
- Downloading or viewing the .pdf application package from the Quality Associates International® website at <http://www.qai-online.com/>, click on the Coal/Coke Quality Conformance Program™ button and under Links to CQCP™ Information, click on the CQCP™ Application link.

YEAR TWO

A surveillance audit and payment of the then current annual, associated assessor and associated travel fees will be required for newly accredited facilities in year two.

Continued accreditation of previously accredited facilities is subject to: the then current certification fee; QAI, LLC's review and concurrence of any managerial or operational changes that may adversely affect operation of the quality system or test results; review of the results of internal and/or external audits; or evaluation of results from proficiency test programs.

RENEWAL

Renewal fees will be based upon a full assessment of the facility's quality and testing programs in the same manner as the initial assessment. Renewal fees will be the same as the then current initial assessment and accreditation fees.

USE OF ACCREDITATION

QAI, LLC grants accredited laboratories the option to refer to its accreditation in test reports and test certificates that contain only the results of tests or types of tests for which accreditation is held. Test reports and test certificates containing results of tests or types of tests not included in the scope of accreditation may refer to the laboratory's accreditation only when the test results or types of tests not included in the scope of accreditation are clearly identified as being outside of the scope of accreditation. Reference to an accredited laboratory's accreditation in subcontracted tests and results are expressly prohibited.

RELATIONSHIP BETWEEN ACCREDITATION BODY AND LABORATORY

The applicant laboratory and representative shall afford the necessary cooperation and accommodation as is necessary to enable QAI, LLC to verify compliance with the requirements for accreditation. These arrangements shall include provision for examination of documentation and access to all testing areas, records and personnel for the purpose of assessment, surveillance, reassessment and resolution of complaints.

QAI, LLC requires that an accredited laboratory:

1. At all times complies with the relevant provisions of ISO/IEC Guide 58, *Calibration and testing laboratory accreditation systems – General requirements for operation and recognition*;
2. Claims that it is accredited only in respect of services for which it has been granted accreditation and which are carried out in accordance with those conditions;
3. Pays such fees as shall be determined by QAI, LLC;
4. Does not use its accreditation in such a manner as to bring QAI, LLC into disrepute and does not make any statement relevant to its accreditation which QAI, LLC may consider misleading or unauthorized;
5. Upon suspension or withdrawal of its accreditation (however determined) immediately discontinues its use of all advertising matter that contains any reference thereto and returns any Certificates of Compliance™ to QAI, LLC;
6. Does not use its accreditation to imply product approval by QAI, LLC;
7. Endeavors to ensure that no certificate or report nor any part thereof is used in a misleading manner;
8. In referring to its accreditation status in communication media such as advertising, brochures or other documents, complies with the requirements of QAI, LLC.

NOTIFICATION OF CHANGE

QAI, LLC requires that an accredited laboratory immediately inform QAI, LLC of changes in any aspect of the laboratory's status or operation that affects the laboratory's:

1. Legal, commercial or organization status;
2. Organization and management, e.g. key managerial staff;
3. Policies or procedures pertaining to the tests included in the scope of accreditation;
4. Physical premises;

5. Personnel, equipment, facilities, working environment or other resources, where significant to the scope of accreditation;
6. Authorized signatories;
7. Other such matters that may affect the laboratory's capability, or scope of accredited activities, or compliance with the requirements of ISO/IEC Guide 58, *Calibration and testing laboratory accreditation systems – General requirements for operation and recognition* or any other relevant criteria of competence specified by QAI, LLC.

Upon receipt of due notice of any intended changes relating to the requirements of ISO/IEC Guide 58, *Calibration and testing laboratory accreditation systems – General requirements for operation and recognition*, the relevant criteria of competence and any other requirements prescribed by QAI, LLC, QAI, LLC shall ensure that the laboratory carries out the necessary adjustments to its procedures within such time as, in the opinion of QAI, LLC, is reasonable. The laboratory shall notify QAI, LLC when such adjustments have been made.

DISCREPANCY FEEDBACK AND CORRECTIVE ACTION

When a discrepancy is detected in any assessment, QAI, LLC shall notify all concerned parties by electronic means or in writing. An official record of the notification of discrepancy shall be sent in writing. The notification shall identify each discrepancy and specify a time by which corrective action shall be taken and the corrective documentation required.

APPEALS, COMPLAINTS AND DISPUTES POLICY AND PROCEDURES

Appeals, complaints and disputes shall be handled by the Managing Member of QAI, LLC or designate. All appeals, complaints and disputes must be in writing, factually supported and documented. QAI, LLC shall inform the laboratory in writing that the appeal, complaint or dispute has been received and the names of the parties involved in handling of the appeal, complaint or dispute. The laboratory shall have the right to nominate within 48 hours another party for dispute resolution. That party shall be mutually agreeable with QAI, LLC and the party seeking resolution. The party seeking dispute resolution shall bear all costs associated with the resolution.

GRANTING, MAINTAINING, EXTENDING, SUSPENDING, AND WITHDRAWING ACCREDITATION

Only the Managing Member of QAI, LLC can make final accreditation decisions. Accreditation decisions shall be based upon all factual evidence gathered during the total evaluation process, including but not limited to documentation supplied and onsite assessments.

CONDITIONS

GRANTING

A Certificate of Compliance™ shall be issued to the applicant laboratory upon:

1. Successful demonstration, through document review and assessment, that it complies with all relevant quality elements specified in ASTM D 4621, consistent with the requirements of ISO/IEC 17025;
2. Successful demonstration of competence in performing ASTM Committee D 05 on Coal and Coke standards for which the facility is seeking compliance certification;
3. Successful demonstration of competence in performing tests that departs from ASTM standards if measurement uncertainty equivalent to the appropriate ASTM standards can be demonstrated.

MAINTAINING

A Certificate of Compliance™ can be maintained by the applicant laboratory for a period of two (2) years without onsite assessment unless, in the opinion of QAI, LLC, there have been sufficient changes in key management personnel, key quality system personnel, testing procedures within the scope of accreditation or equipment changes to invalidate the original certification or any test procedure. Changes in the quality elements and testing procedures will require a full reassessment and reevaluation of all systems affected. QAI, LLC has the right to either suspend or withdraw the certification, completely or in part, based upon the specific circumstances.

EXTENDING

A Certificate of Compliance™ may be extended for no longer than 90 days from the current expiration date. Extensions will be at the solitary discretion of QAI, LLC and will be based upon each particular circumstance.

SUSPENDING

If the laboratory alters a procedure covered under the scope of accreditation without first documenting and notifying QAI, LLC and receiving QAI, LLC's concurrence, QAI, LLC shall suspend accreditation for that procedure until the laboratory supplies documented information to show compliance with or equivalency to the specified ASTM procedure. An amended certificate deleting the suspended procedure shall be couriered to the laboratory by QAI, LLC. The laboratory shall post the amended certificate immediately upon receipt and notify QAI, LLC (within 30 days of the amended certificate's date) when they have posted the amended certificate. Failure to notify QAI, LLC shall result in immediate withdrawal of accreditation.

WITHDRAWING

Accreditation shall be immediately withdrawn if the laboratory:

1. Alters the accreditation certificate in any manner;
2. Uses an altered form of such in any marketing;
3. Attaches a claim of accreditation to any test that is not covered under the scope of accreditation;
4. Claims that QAI, LLC in any way endorses their operation as preferable over a competitor that does not have accreditation under the CQCP™;
5. Alters any procedure covered under the scope of accreditation in any manner without first notifying QAI, LLC. The laboratory shall be notified by registered mail of the date of withdrawal in writing;
6. Through the analysis of a documented complaint verified by QAI, LLC, or any other documented information verified by QAI, LLC that the laboratory no longer complies with the requirements of the CQCP™.

TRANSFER

A Certificate of Compliance™ may be transferred only if the change is due to legal status that does not change the quality elements and testing procedures of the current certificate. Changes in the quality elements and testing procedures will require a full reassessment and reevaluation of all systems affected. QAI, LLC has the solitary discretion to either suspend or withdraw the certification, completely or in part, based upon the specific circumstances.

DIRECTORY OF ACCREDITED LABORATORIES

QAI, LLC shall produce, periodically, a directory of accredited laboratories describing the accreditation granted. This may be in either hard copy or electronic media or both. Changes in accreditation shall be maintained in the same manner.

