

## **Peer visits as a part of QMS review**

***„EURAMET expectations (minimum requirements, including requirements for peer review assessors)“***

**Silvie Hoffmanova**  
**EURAMET, Quality officer**

**EURAMET Information Day for INM Moldova**  
**INM, Chisinau, 7 - 8 November 2018**

# Documentation for peer reviews



- Recommendations for on-site visits by peers and selection criteria for on-site visit peer reviewers
- Guide for on-site visits by peers in the frame work of CIPM MRA



# EURAMET: Self-declared institutes

- the QMS should undergo an on-site peer review visit covering both **the management and technical requirements of ISO/IEC 17025 and/or ISO/IEC 17034**;
- institutes arrange the on-site peer review visits by themselves in compliance with the provisions of EURAMET **“Guide for on-site visits by peers in the frame work of CIPM MRA”**;
- institutes submitting their CMCs for the first time **shall undergo an on-site peer review prior to their initial QMS presentation.**

# Objectives of on-site visits by peers



- the staff assigned to the measurement and/or calibration activities is technically competent;
- the laboratory is capable of obtaining valid technical results according to the declared measurement and calibration capabilities;
- the quality management system (QMS) complies with the requirement of the CIPM MRA.

# Objectives of on-site visits by peers



- ideally, the aim is to cover all the declared CMCs of the concerned institute which will be reviewed by each peer reviewer in accordance with their area of expertise
- sometimes it is unrealistic, the preferences should be based on the following:
  - newly submitted CMCs
  - a risk assessment CMCs to be covered – complaints, identified non-conformities, unsatisfactory performance of KCs or SCs, sampling of CMCs to review their validity, peer reviewer's own experience.

# EURAMET on-site visit by peers



**Definition:** a review of specified requirements made on-site in an institute by peer reviewer(s) external to the institute being peer reviewed.

The following arrangements compliant with this definition:

- a team of reviewers covering the management system and the subject fields under consideration makes an **audit at a single period of time**;
- **audits are made separately** by various peer reviewers (per partes);
- **an internal audit with an external expert** – peer reviewer;
- a **NMI** having a suitably qualified peer reviewer makes **an audit in its DI** or vice versa.

# Types of EURAMET on-site visit by peers



- periodical on-site peer review visits as approved by EURAMET in pursuance of its responsibility to review quality management systems of its members – **registered as EURAMET project**,
- one-off planned on-site peer review visits approved by EURAMET – **registered as EURAMET project**,
- extraordinary on-site peer review visits in case of evidence-based serious doubts in the performance of a quality management system, whether accredited or self-declared.

# Qualifications of peer-reviewers



- all the members of the peer-review team shall comply with the criteria of reviewers in document CIPM 2007-25 [6], Section 3;
- the peer-reviewer to assess the management part of the QMS should have a qualification of at least a Quality Manager and should have successfully completed a training course on the ISO/IEC 17025 requirements;
- peer reviewers may not necessarily have assessor qualifications but shall have sound knowledge of ISO/IEC 17025.



# Qualifications CIPM 2007-25 [6], Section 3



- at least a degree qualification in a scientific/technological discipline. In some cases, extensive experience in the relevant field expertise may be substituted for formal education.

In addition, the following are desirable :

- past or present member of an RMO TC;
- participation in key and supplementary comparison programmes;
- publication record in internationally refereed metrology journals;
- experience in undertaking national or international assessments of calibration or testing in laboratories.

# Work experience CIPM 2007-25

## [6], Section 3



- generally five years experience in developing, providing or being responsible for a calibration or a measurement service in a technical field relevant to the CMCs being investigated;
- two years experience of quality management, quality assurance or QSM auditing related to laboratory activities at the metrology institute level;
- in the absence of QSM experience the peer reviewer should, during the assessment, work with a QSM expert who has participated in assessments for accreditation by recognized accreditation providers.

# Work experience CIPM 2007-25

## [6], Section 3



The following additional categories of assessors fall under the specification of a peer reviewer as well:

- an assessor **employed at the BIPM**;
- a **highly competent foreign assessor** who recently left an institute;
- **world-leading experts** in specific calibration fields, either retired or employed.

# On-site visit activities



Thank you for your attention!



[email.address@institute.xx](mailto:email.address@institute.xx)