Annual Report of the SADC Cooperation in Accreditation (SADCA)
ARTICLE 18 (1) OF THE TBT ANNEX TO THE SADC PROTOCOL ON TRADE STATES THAT:

“The SADC Cooperation in Accreditation (SADCA) shall coordinate accreditation services in the region and facilitate the national, regional and international recognition and acceptance of SADC accreditation infrastructure, providing Member States with accreditation as a tool for facilitating trade and the protection of health, safety and the environment in both the voluntary and regulatory areas”.
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The objectives of SADCA are:

- To develop the SADCA MRA;
- To develop and maintain mutual confidence amongst Accreditation Bodies in the SADC region and internationally;
- To achieve and maintain uniformity of accreditation activities in the SADC region and internationally;
- To promote and facilitate the use of accreditation as a tool for national governments in the removal of technical barriers to trade and the protection of health, safety and the environment in both the voluntary and regulatory areas;
- To promote the consistent application of accreditation standards and facilitate their implementation;
- To ensure the provision of regional accreditation cooperation services which are independent, impartial, transparent, non-discriminatory and achieve and maintain a high level of integrity and confidentiality whilst ensuring ethical operations;
- Facilitate access to current databases of recognised Accreditation Bodies within the region and internationally;
- To facilitate the implementation of effective collaboration amongst accreditation bodies and any other institutions dealing with accreditation in the region;
- To coordinate SADC projects on accreditation;
- To participate in activities of and liaise with the African Accreditation Cooperation (AFRAC);
- To facilitate capacity development in the region in the area of accreditation;
- To coordinate inputs to and liaise with international organisations concerned with accreditation, such as the International Laboratory Accreditation Cooperation (ILAC) and the International Accreditation Forum (IAF);
- To promote cooperation and exchanges with other bodies with similar objectives on accreditation.
CHAIRPERSON’S OVERVIEW

This year marks the 18th year of SADCA’s existence. During the period under review, work was undertaken in implementing the first year of SADCA’s 5 Year Strategic Plan. During the period under review SADCA set out to achieve the following objectives:

- Establish the SADCA Mutual Recognition Arrangement (MRA) Council and SADCA MRA Committee and develop terms of reference and work plans;
- Establish the Technical Committee, develop the terms of reference and workplan;
- Maintain the SADCA website, develop and publish marketing material and continue raising awareness;
- Train, qualify and register a pool of peer evaluators.
- Establish agreements with other regional cooperations in order to facilitate and strengthen SADCA’s participation in their Proficiency Testing Schemes;

The focus for the next four years will be on the operationalisation of SADCA, as well as the establishment of a SADCA Mutual Recognition Arrangement (MRA) between accreditation bodies that want to become signatories to the SADCA MRA. Progress on these initiatives will be presented to the SADCA General Assembly meeting in March 2014.

Highlights for the period under review

It is my pleasure to report that the fourth General Assembly of AFRAC was hosted by the Kenya Accreditation Service (KENAS) in September 2013 in Nairobi, Kenya. During the meeting, SADCA has been admitted as a Stakeholder Member of AFRAC in line with the provisions of the AFRAC By-Laws. The SADCA Secretariat also serves as the AFRAC Secretariat, and continues to provide the necessary support required.

The establishment of AFRAC now completes the basic African quality infrastructure consisting of the African Organisation for Standardisation (ARSO), the African Electro-technical Commission (AFSEC), the Intra-African Metrology System (AFRIMETS) and AFRAC. A Memorandum of Understanding (MoU) was concluded between the PAQI structures, namely AFRAC, AFSEC, ARSO and AFRIMETS which was signed by the PAQI Chairs in February 2013. In addition to the MoU, the African Union (AU) Council of African Ministers of Industry (CAMI) provided a positive endorsement of the PAQI structures by the African Union Commission in June 2013.

In order to establish and roll-out the SADCA MRA between accreditation bodies, SADCA established and operationalised its MRA and Technical Committees in March 2013. The first meetings of the SADCA Technical and MRA Committees were held in March 2013 in Angola. The focus of these meetings was for the Committees to draft their terms of reference and work plans for the General Assembly’s approval, as well as to consider various documents in order to operationalise SADCA. Both Committee’s Chairs will providing feedback on their General Assembly approved workplans at the General Assembly meeting in March 2014.

In 2009/10, eight (8) SADCA Peer Evaluators were trained. In order to train and familiarise the trainee Peer Evaluators in the SADCA MRA procedures and forms, the MRA Committee requested that a documents training session be convened before the SADCA Peer Evaluations commence in order to ensure that the Peer Evaluators are trained in the necessary SADCA document. This workshop took place in February 2014, and more opportunities are being sought to further expose SADCA peer evaluators as well as qualify them.

Here, I will also highlight the importance of having mechanisms of cooperation either in the form of MoU or other technical cooperation agreements between the various regional accreditation cooperations so that we may optimise on the opportunities of
training for our peer evaluators. This present annual meeting will witness the signature of a Technical Cooperation Agreement between AFRAC and SADCA.

The SADCA website is constantly updated by Secretariat I trust that you have all had an opportunity to visit it during the year. Amongst others, we now circulate the meetings documents through the website so as to be more cost-effective. The website also provides a link to Proficiency testing providers for laboratories in the region.

I would like to express my gratitude to the SADCA Members, Executive Committee (EXCO), MRA and Technical Committees and the Secretariat for the support provided during the period under review. I would also like to thank our development partners, the South African dti and PTB for the valuable technical assistance to the structure over the years. Let me also thank the IAAC for the technical support and encouragement through the recent years. A special thanks to Mrs Masego Marobela the outgoing SADCA Chair for her dedication and contribution to SADCA since the establishment of the SADC SQAM Programme.

In conclusion, I trust that you will all enjoy reading about SADCA’s activities during the period under review, including the remarkable progress in accreditation activities by Members.

Mr Robin Gopee

SADCA Chair
SADCA EXECUTIVE COMMITTEE

Back row (left to right): Mr Ron Josias (MRA Committee Chair), Dr Elsabe Steyn (Regional Coordinator), Mr Davlin Chokazinga (Technical Committee Chair), Mrs Masego Marobela (Out-going SADCA Chair), Mrs Maureen Mutasa (SADCAS CEO), Ms Nonhlanhla Halimana (Secretariat)

Front row (left to right): Mr Robin Gopee (SADCA Chair) & Mr Viki Kanama Mbuya (SADCA Vice-Chair)

Not in picture: Ms Anna-Marie Lötter (South African dti representative), Dr Elsie Meintjes (SADC Secretariat)
The Executive Committee is responsible to the General Assembly for the effective pursuit of SADCA objectives and for the day-to-day management of SADCA.

EXECUTIVE COMMITTEE

The Executive Committee (EXCO) met once during the period under review from 3-4 February 2014. The meeting was held in Port Louis, Mauritius, and the matters below were reviewed and discussed.

SADCA STRATEGY

The EXCO reviewed the progress made against the SADCA Strategic Plan and prepared the 2014/15 EXCO Workplan which would be presented for General Assembly Approval in March 2014.

At the meeting held in February 2012, the Regional Coordinator was requested to prepare a document that would lay the framework for support for Conformity Assessment Bodies (CABs) at a national level. The document was considered by the EXCO at its meeting held in February 2013 approved by the General Assembly.

The document was circulated by the Secretariat to the National Accreditation Focal Points (NAFPs), who were requested by the General Assembly to circulate it to CABs in the region, and assist them to develop projects in their countries. The document is now available on the SADCA website.

In March 2013 the SADCA General Assembly resolved to pursue a Technical Cooperation Agreement with the African Accreditation Cooperation (AFRAC). A draft Agreement was drafted by the Secretariat, and approved by the EXCO’s of both SADCA and AFRAC for finalisation and signature at the SADCA General Assembly in March 2014. The areas of cooperation include:

- Training and development;
- Proficiency Testing Programs;
- Peer Evaluation;
- Information Exchange;
- Support on technical matters; and
- Adoption of common positions.

SADCA DOCUMENTS

The EXCO also reviewed the SADCA Bylaws in order to resolve the implementation challenges experienced by some SADCA Committees.

The EXCO is scheduled to meet again on 16 March 2014 at the SADCA General Assembly to be held in Gaborone, Botswana.
EXECUTIVE COMMITTEE MEETING ATTENDANCE

During the period under review the SADCA EXCO held one meeting, and the record of attendance to this meeting is shown below.

<table>
<thead>
<tr>
<th>NAME</th>
<th>MEMBERSHIP</th>
<th>MEETING DATE(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Robin Gopee (MAURITAS-Mauritius)</td>
<td>Chair</td>
<td>3-4 February 2014</td>
</tr>
<tr>
<td>Mr Viki Kanama Mbuya (Office Conglais de Contrôle-DRC)</td>
<td>Vice-Chair</td>
<td>√</td>
</tr>
<tr>
<td>Dr Elsie Meintjies (SADC Secretariat-Botswana)</td>
<td>Member</td>
<td>-</td>
</tr>
<tr>
<td>Mrs Maureen Mutasa (SADCAS-Botswana)</td>
<td>Member</td>
<td>√</td>
</tr>
<tr>
<td>Mrs Masego Marobela (BOBS-Botswana)</td>
<td>Member</td>
<td>√</td>
</tr>
<tr>
<td>Ms Anna-Marie Lötter (dti-South Africa)</td>
<td>Member</td>
<td>-</td>
</tr>
<tr>
<td>Mr Davlin Chokazinga (MBS-Malawi)</td>
<td>Technical Committee Chair</td>
<td>√</td>
</tr>
<tr>
<td>Mr Ron Josias (SANAS-South Africa)</td>
<td>MRA Committee Chair</td>
<td>√</td>
</tr>
<tr>
<td>Dr Elsabe Steyn (SANAS-South Africa)</td>
<td>Regional Coordinator</td>
<td>√</td>
</tr>
<tr>
<td>Ms Nonhlanhla Halimana (SANAS-South Africa)</td>
<td>SADCA Secretariat</td>
<td>√</td>
</tr>
</tbody>
</table>
SADCA ACCREDITATION BODIES

The Southern African Development Community Cooperation in Accreditation (SADCA) is a cooperation of Accreditation Bodies (ABs) namely the:

- Mauritius Accreditation Service (MAURITAS);
- South African National Accreditation System (SANAS); and
- Southern African Development Community Accreditation Service (SADCAS).

SADCA’s aim is to coordinate accreditation services in the region and facilitate the national, regional and international recognition and acceptance of the SADC accreditation infrastructure. Member States will thus use accreditation as a tool for facilitating trade and for the protection of health, safety and the environment in both the voluntary and regulatory areas.

SADCA’s main objective is to conclude and maintain a Mutual Recognition Arrangement (MRA) between the ABs in SADC as well as the achievement of international recognition of its own competence to manage an MRA within SADC. In undertaking these developments it will comply with international procedures for the evaluation of ABs.

The following section provides reports from the three existing ABs in SADC, in order to provide an overview of accreditation activities in the SADC region, during the period under review.
MAURITIUS ACCREDITATION SERVICE

Being the national authority for granting accreditation, MAURITAS has been entrusted with the responsibility for implementing accreditation programs covering laboratories, certification bodies and Inspection bodies. With the continued support and commitment from the Government and the technical/funding assistance of the French Development Agency (AFD), the strategy of the Ministry was to extend MAURITAS accreditation services into new areas such as the Inspection accreditation programme, food safety and information security management systems accreditation programs and to achieve international recognition. The implementation of the accreditation services has become decisive by the Government in view of increased product export, growing concerns for health and environment as well as product safety through our accredited competent authorities.

ACCREDITATION CERTIFICATE GRANTED AND RENEWED BY MAURITAS

With the setting up of the Accreditation Committee in January 2008, the first laboratory was granted accreditation in February 2008 and the first certification body was granted accreditation in July 2009. As at date, 21 laboratories (19 Testing and two Calibrations) have been accredited by MAURITAS in various fields of accreditation and one certification body for its management system schemes in the areas of QMS, HACCP and ISMS.

In 2013, one new laboratory has been granted accreditation, four accredited laboratories have their scopes of accreditation extended, one accredited laboratory has its accreditation suspended temporarily and one accredited laboratory has its accreditation renewed against the ISO/IEC 17025:2005 standard, following the successful assessments of their facilities by the assessment teams from MAURITAS.

In 2013, the integrated management system of the above certification body has been re-assessed and accreditation renewed against the new ISO/IEC 17021:2011 standard.

TWINNING PROJECT

MAURITAS is still working in close collaboration with the Norwegian Accreditation (NA) regarding assessment and joint accreditation of certification body. It should be noted that in the context of international recognition and acceptance of certificates worldwide, the twinning programme with the internationally reputed accreditation body, NA has been of great assistance to the certification body accredited by MAURITAS.

MAURITAS MANAGEMENT SYSTEM

MAURITAS has reviewed and updated its Quality Manual from scratch following the peer evaluation workshop organized by AFRAC in 2011. MAURITAS has reviewed completely, its set of MAURITAS documents for its established accreditation system, namely, procedures, regulations, guidance documents and forms through technical meetings. The review and updating of documents and forms are always on-going activities. The objective is to ensure compliance of
MAURITAS management system with the requirements of ISO/IEC 17011: 2004. This will enhance and expand confidence among stakeholders in the accreditation service provided by MAURITAS to a range of conformity assessment bodies. At the same time, this will provide widespread recognition of competence of the accredited conformity assessment bodies to the end users.

TRAINING OF MAURITAS POTENTIAL ASSESSORS

Under the implementation of the current accreditation programmes, MAURITAS potential Technical Assessors for laboratories and certification bodies are being trained by attending seminars and workshops and are being provided with the opportunity to observe assessments on-site. The on-the-job training exercise is a major component of the capacity building programme for MAURITAS and at the same time for the respective laboratories in the different sectors. A group of Technical Assessors in the medical sector have been trained on-site on the international standard, ISO 15189. They have observed several initial assessments in medical laboratories under the guidance of South African Technical Assessors.

ACCREDITATION OF CONFORMITY ASSESSMENT BODIES

Following the launch of the laboratory accreditation programme in 2005 and the certification body accreditation programme in 2007, a total of 49 applications have been received from the Conformity Assessment Bodies (CABs) and 48 applications have been reviewed. As at date, 33 laboratories have undergone pre-assessment, 28 laboratories have been subjected to initial assessments and 21 laboratories have been granted accreditation following the first accreditation granted in February 2008.

In 2013, it is expected that five new laboratories will be granted accreditation. As at date, one Certification body has been granted joint accreditation for the QMS, HACCP and ISMS Certification Schemes under the twinning project with Norwegian Accreditation. A second Certification body may be applying for its QMS Certification Scheme during the year.

ACCREDITATION OF MEDICAL LABORATORIES

The regulations for the grant/renewal of license to private clinical laboratories have been amended. The Ministry of Health and Quality of Life is envisaging that accreditation with MAURITAS should be one of the conditions to be met for grant/renewal of license.

As at date, 26 Medical laboratories have submitted application for accreditation and 25 documents review have been completed. 10 Medical laboratories have already been subjected to pre-assessment. Seven Medical laboratories have been subjected to initial assessment in the year 2013 and five of them are expected to be granted accreditation in 2014.

REGIONAL ROLE OF MAURITAS

Following the nomination of Mr. Gopee as Chairperson of SADCA and Vice – Chairperson of AFRAC, he attended regularly the SADCA PMC and SADCA annual meetings. He also attended the ILAC and IAF General Assembly meetings of 2013 which were held in South Korea. MAURITAS intends to participate fully in all technical Committees and be involved in all accreditation activities, once the recruitment of additional MAURITAS Staff is completed.

OTHER INFORMATION RELATED ACTIVITIES

INTERNATIONAL COOPERATION AND ACCREDITATION INFORMATION

MAURITAS is an Associate Member of the International Laboratory Accreditation Cooperation (ILAC) since November 2008 and is a member of the International Accreditation Forum (IAF). MAURITAS made comments, reviewed and voted on a number of ILAC and IAF documents. MAURITAS operates a website since February 2010 and regularly updates the relevant information pertaining to accreditation issues. Information on MAURITAS can be found at www.mauritas.org and can be downloaded freely.
MAURITAS also provides general information about its activities and its accreditation programmers through the website of the Ministry of Industry, Commerce and Consumer Protection. MAURITAS usually promotes SADCAS and MAURITAS by distributing brochures and annual reports at relevant workshop/seminars as and when organized. On the occasion of the World Accreditation Day, MAURITAS sent a letter and the joint ILAC/IAF statement to its stakeholders with the objective to raise awareness on the importance of accreditation.

CHALLENGES AND INTERVENTIONS

DEVELOPMENT OF CERTIFICATION BODY ACCREDITATION SYSTEM IN NEW AREAS AND INSPECTION BODY ACCREDITATION SYSTEM

MAURITAS is implementing accreditation programme for the Quality Management System (QMS), Environmental Management System (EMS) and Hazard Analysis and Critical Control Points (HACCP) schemes. However, one of the challenges of MAURITAS is the issue of staffing as the acute shortage of staff is affecting MAURITAS participation in the SADCA, AFRAC, ILAC and IAF committees and meetings. MAURITAS is soliciting the assistance of Norwegian Accreditation (NA) to develop inspection body accreditation programme. MAURITAS in collaboration with NA is also developing certification body accreditation programmes in the following areas:

- Food Safety Management System (FSMS);
- Information Security Management System (ISMS).

Implementation plans for the various activities under the projects were developed. A visit by Mr Truls Roar Sovde and Mrs Brit Marie Bernskoild from NA was held in 2012. Another visit by Professor Svein Knapskog and Mr Sigbjorn Gregusson was held in the same year. Once new Staff members are recruited, other activities within the three projects will be planned and rescheduled for 2014/15 to enable the new accreditation programmes to be fully implemented.

PLANS FOR 2013/14

TECHNICAL ASSISTANCE BY THE FRENCH DEVELOPMENT AGENCY (AFD)

MAURITAS is extending its accreditation service by developing new accreditation programmes and establishing its management system with the financial assistance of the French Development Agency (AFD).

The Contract Agreements with Norwegian Accreditation (NA) and with AFNOR/COFRAC were signed in 2011 and the implementation of the three projects has already been started. A first assignment under the project “Achieving International Recognition with ILAC and IAF was carried out from 7 to 25 February 2011 for a period of three weeks to carry out a gap analysis of MAURITAS system and to conduct a seminar on accreditation and international recognition.

A second assignment by Mr. Patrick Reposeur was effected from 2 to 4 July 2012 for training of MAURITAS staff on the preparation for ILAC/IAF MRA. Other activities within the project will be carried out in 2014/15 once additional staff is recruited in MAURITAS.

NEW ACCREDITATION PROGRAMMES AND ACHIEVING SIGNATORY STATUS

MAURITAS is extending its accreditation services to cover the following 3 projects in addition to the existing accreditation services being provided:

- Development of additional programs for certification body accreditation (ISMS and FSMS)
- Development of inspection body accreditation programs
- Achieving International Recognition with ILAC and IAF

The Contract Agreements signed in 2011 with Norwegian Accreditation (NA) and with AFNOR/COFRAC will last for 3 years. The implementation of the 3 projects has been delayed in accordance to plans established by NA,
AFNOR/COFRAC and MAURITAS. The achievement of International Recognition with ILAC and IAF is expected to be around 2015/16 following the complete review of the MAURITAS system, pre-peer evaluation, peer evaluation and capacity building of MAURITAS staff.

The new accreditation services are being developed through capacity building of MAURITAS staff and Technical Assessors/Experts and availability of technical expertise from NA. The projects have also been delayed due to retirement of the Technical Director and shortage of staff at NA.

Trainings on the new accreditation standards are scheduled for 2014/15, both at NA and in India. It is expected that assessments of the conformity assessment bodies be carried out, tentatively in 2014/15. Under the existing accreditation programs for laboratories and certification bodies, it is expected that in 2014, five accreditations will be granted to new conformity assessment bodies by MAURITAS.

**LESSONS LEARNT**

MAURITAS and its Assessors benefited from several workshops, seminars, meetings and training organized by SADCA/SADCAS. Personnel from the Mauritian laboratories also benefited from the visits of the SADC/EU technical expert to upgrade the quality system of their laboratories. MAURITAS benefited by attending the ISO Regional Workshop on ISO/IEC 17020:2012 in 2013. MAURITAS has been continuously building capacity by sending selected potential Assessors and trainers to SADCAS for ISO/IEC 17025, ISO/IEC 17021 and ISO 15189 training courses.

**RECOMMENDATIONS FOR SADCA INTERVENTIONS**

It is expected that SADCA should intervene and recommend MAURITAS to participate fully in all technical committees, workshops, meetings and training in accreditation and be involved in accreditation activities in order to build capacity of its staff share experience in the regions.

SADCA should also intervene to help MAURITAS to develop Memorandum of Understanding (MoU) for the exchange of lead/technical assessors with other accreditation bodies in the region. SADCA should also help MAURITAS and recommend for the observation and participation in internal audits, pre-peer and peer evaluation of accreditation bodies.
SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANAS)

The South African National Accreditation System (SANAS) is mandated through the "Accreditation for Conformity Assessment, Calibration and Good Laboratory Practice Act", Act No. 19 of 2006, to achieve the following:

- Accredit, or monitor for GLP compliance purposes, organisations falling within its scope of activity;
- Promote accreditation as a means of facilitating international trade and enhancing the Republic’s economic performance and transformation;
- Promote the competence and equivalence of accredited bodies; and
- Promote the competence and equivalence of GLP compliant facilities.

SANAS’ objectives during the year under review was to improve the organization’s operational efficiency; to contribute to industrial development, the protection of health, safety and the environment; to promote the acceptance of SANAS accredited results amongst global partners to advance South Africa’s trade and economic development objectives and to support regional integration and relations to advance South Africa’s trade, industrial policy and economic development objectives.

Industrial development is identified as a key driver in ensuring South Africa’s economic growth. SANAS has an important contribution to make in this area as SANAS accreditation ensure the quality of the manufacturer’s products and compliance with national health, safety and environmental compulsory requirements. As such, SANAS continued to focus on expanding the accreditation of Conformity Assessment Bodies (CABs), such as laboratories, and certification and inspection bodies used by the manufacturing sectors as identified in South Africa’s Industrial Policy Action Plan. SANAS also offered crucial accreditation services to the South Africa Bureau of Standards (SABS), National Metrology Institute of South Africa (NMISA), the National Regulator for Compulsory Specifications (NRCS), as well as private commercial conformity assessment bodies which are used by the South African manufacturing sector. This is done in an independent and internationally accepted manner, thus ensuring the world-wide acceptance of the test and inspection reports and certificates.

Regional integration and relations to advance South Africa’s trade, industrial policy and economic development objectives is a major support focus area for SANAS. SANAS, also provided the Secretariat and Regional Coordinator for SADCA and the Chair of the SADCA Mutual Recognition Arrangement (MRA) Committee. Furthermore, as Chairperson and Secretariat of the African Accreditation Cooperation (AFRAC), SANAS worked closely with the other Pan African Quality Infrastructure Institutions (PAQI) namely ARSO, AFRIMETS and AFSEC for the recognition of the PAQI under the African Union Commission (AUC).

SANAS currently accredits over 1400 organisations.

SANAS provides accreditation services for the accreditation fields shown in the table below.

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*Mr Ron Josias*
Chief Executive Officer - SANAS

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The South African National Accreditation System (SANAS) is recognised by the South African Government as the single National Accreditation Body that gives formal recognition that Laboratories, Certification Bodies, Inspection Bodies, Proficiency Testing Scheme Providers and Good Laboratory Practice (GLP) test facilities are competent to carry out specific tasks in terms of the Accreditation for Conformity Assessment, Calibration and Good Laboratory Practice Act (Act 19 of 2006).

SANAS’ purpose is to instil confidence and peace of mind to companies and individuals through accreditation which is required for economic and social well-being for all.
ACCREDITATION PROGRAMME TO CERTIFY RISK BASED INSPECTION (RBI) MANAGEMENT SYSTEMS

In August 2013, SANAS together with the Department of Labour (DoL) launched a new accreditation programme to certify risk based inspection (RBI) management systems. RBI involves the planning of an inspection on the basis of the information obtained from a risk analysis of pressurised equipment. SANAS anticipates that users in industries that have implemented RBI will in future apply for their risk based inspection management system to be certified by its accredited certification bodies and approved by the DoL.

ACCREDITATION PROGRAMME FOR ENERGY MANAGEMENT

In February 2014 SANAS launched the accreditation programme for energy management. SANS/ISO 50 001 helps organisations to save money, conserve resources and tackle climate change through the use of an Energy Management Systems (EnMS). Organisations that have implemented Energy Management Systems (EnMS) and want their management system to be certified should use SANAS accredited certification bodies. Accredited certification bodies bring integrity and credibility to the implemented management system.

<table>
<thead>
<tr>
<th>ACCREDITATION FIELDS</th>
<th>ACCREDITATION STANDARD USED</th>
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<tbody>
<tr>
<td>Laboratories (calibration and testing)</td>
<td>ISO/IEC 17025</td>
</tr>
<tr>
<td>Medical laboratories</td>
<td>ISO/IEC 17025 and/or ISO 15189 (the international standard specifically for medical laboratories)</td>
</tr>
<tr>
<td>Verification laboratories</td>
<td>SANS 10378 (the national standard)</td>
</tr>
<tr>
<td>Proficiency testing schemes</td>
<td>ISO/IEC 17043</td>
</tr>
<tr>
<td>Certified reference material Certification</td>
<td>ISO Guide 34</td>
</tr>
<tr>
<td>Quality Management System (QMS)</td>
<td>ISO/IEC 17021</td>
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<tr>
<td>Environmental Management System (EMS)</td>
<td>ISO/IEC 17021</td>
</tr>
<tr>
<td>Product certification systems</td>
<td>ISO/IEC 17065</td>
</tr>
<tr>
<td>Note: These include sector-specific industry schemes whose requirements are maintained by the industries themselves. Eurepap, the British Retail Consortium (BRC) and the Global Food Safety Initiative (GFSI) are all examples of these.</td>
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<tr>
<td>Personnel certification systems</td>
<td>ISO/IEC 17024 and relevant national standards.</td>
</tr>
<tr>
<td>Inspection bodies</td>
<td>ISO/IEC 17025 (compliance monitoring of veterinary laboratories conducting animal clinical trials)</td>
</tr>
<tr>
<td>Good Clinical Practice Veterinary (GCPV)</td>
<td>ISO/IEC 17025</td>
</tr>
<tr>
<td>Good Laboratory Practice (GLP)</td>
<td>According to the OECD’s principles of GLP for facilities conducting non-clinical environmental health and safety studies</td>
</tr>
<tr>
<td>Broad-based Black Economic Empowerment (B-BBEE) accreditation of verification agencies</td>
<td>SANAS R47 and the B-BBEE Codes of Good Practice.</td>
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LABORATORIES AT TERTIARY INSTITUTIONS: IMPROVING THE QUALITY OF RESULTS PROGRAMME

The Laboratories at Tertiary Institutions: Improving the Quality of Results Programme was established between SANAS and academic institutions to create an accreditation knowledge platform and partnership. The programme aims to help universities improve their understanding of laboratory accreditation with a view to contributing to improved research results, as well as the laboratory results of their commercial laboratories. It endeavours to engage academia and train junior lecturers in laboratory accreditation. In addition it helps to create accreditation awareness in research and train technical assessors for SANAS. SANAS has awarded bursaries to the following eight students.

A BEGINNER'S GUIDE TO ACCREDITATION

In 2013 SANAS launched an accreditation toolkit that serves as a general source of information to new conformity assessment bodies. The toolkit describes the entire accreditation process, explaining where to start, the various phases and the cost of accreditation. Conformity assessment bodies are also introduced to the SANAS procedures and forms. The toolkit provides tips on how to prepare a quality manual and describes the two approaches that may be used.

OTHER INFORMATION RELATED ACTIVITIES

International Developments

SANAS has been a signatory to the Multilateral Recognition Arrangement (MRA) of the International Laboratory Accreditation Cooperation (ILAC) and the International Accreditation Forum (IAF) since 2000 and was successfully re-evaluated by these two international bodies in accordance with the international requirements for MRA signatories.

The reconfirmation of SANAS as a signatory to the MRA was finalised in October 2012 which means that South African goods and services will continue to be accepted in 61 economies across the world, represented by 73 accreditation bodies that are also signatories to the MRA. The first stage of the evaluation comprised an on-site peer evaluation, followed by a review by all signatories. The second stage comprised final approval by the ILAC and IAF Accreditation Council.

SANAS represents SADCA and SANAS on the Executive Committee of ILAC and IAF. Attendance at these meetings is very important in ensuring SADC participation internationally.

Regional Developments

SANAS became a full member of AFRAC in September 2013. AFRAC re-elected SANAS as the AFRAC Secretariat at the Fourth General Assembly in September 2013 in Nairobi, Kenya for a further three years.

CHALLENGES

SANAS’ services delivery is reliant on a high level of technical expertise both permanently employed and short term contracted individuals, providing services on an as need basis. The scarcity of these technical expertise in some specialised areas, demand a higher compensation and privileges, which exerts pressure on SANAS’ desire to provide a cost effective accreditation infrastructure. These costs are normally passed on to the clients. In addition, the majority of SANAS’ assessor’s pool are nearing retirement age and although they might still be used after retirements, their expertise will fade if no longer operating in their field of expertise, thus posing a danger to the technical integrity of the accreditation process.

PLANS FOR 2014/15

In 2014/15 SANAS will focus on the following strategic objectives:
• To improve SANAS’ operational efficiency to deliver services with a spirit of excellence;
• To contribute to industrial development and the protection of health, safety and the environment;
• Promote the acceptance of SANAS accredited results amongst international partners to advance South Africa’s trade and economic objectives;
• To support regional integration and relations to advance South Africa’s trade, industrial policy and economic development objectives.

KEY INTERVENTION AREAS

<table>
<thead>
<tr>
<th>Key Focus Areas</th>
<th>Interventions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industrial Sector Support</td>
<td>IPAP assigned sectors of the dti i.e. Green Industries, Metal Fabrication, and Agro-processing, Automotive, Clothing and Textiles, Aerospace, and the Nuclear Energy Industry</td>
</tr>
<tr>
<td>Health, Safety and Environmental Protection Support</td>
<td>Departments of Labour, Health, Energy, etc</td>
</tr>
<tr>
<td>Regional Integration and Inter Regional Trade Support</td>
<td>AFRAC, SADC, Tripartite (EAC, SADC, COMESA)</td>
</tr>
</tbody>
</table>

LESSONS LEARNT

Taking into consideration the forces that now shape the global environment, such as economic growth, or the lack thereof, increased awareness of customers of their impact and demand on the environment and natural resources as well as a renewed global emphasis on cleaner energy, and environmental protection, we predict that over the next five years, accreditation will become a key player, underpinning conformity assessment requirements in both the voluntary and regulatory domain, with special focus on economic growth, through the facilitation of trade as well as contributing to governments strategic objectives. It is in this spirit that SANAS will focus on adding more value within these areas whilst at the same time maintaining its current customer base.

SANAS will continue to maintain existing and develop new accreditation programmes, provide training in South Africa and promote the use of accreditation as a tool for industrial development, supporting South African exports and protecting the health, safety of the South African public and the environment.
SOUTHERN AFRICAN DEVELOPMENT COMMUNITY ACCREDITATION SERVICE (SADCAS)

PROGRESS ON ACTIVITIES UNDERTAKEN DURING THE PERIOD MARCH 2013 UP TO FEBRUARY 2014

This report covers the period 1 March 2013 up to 28 February 2014 and summarizes the achievements in each of the 5 key result areas agreed for the 2013/14 financial years.

The Southern African Development Community Accreditation Services (SADCAS) is a multi-economy accreditation body established as part of the SADC infrastructure for standardization, quality assurance accreditation and metrology (SQAM) in order to meet the accreditation needs of SADC Member States especially those without own national accreditation bodies. Within the SADC region only South Africa and Mauritius have their own national accreditation bodies. The remaining 13 countries namely: Angola; Botswana; Democratic Republic of Congo (DRC); Lesotho; Madagascar; Malawi; Mozambique; Namibia; Seychelles; Swaziland; Tanzania; Zambia; and Zimbabwe do not have their own national accreditation bodies hence are serviced by SADCAS.

SADCAS offers accreditation services and training on accreditation related activities. SADCAS currently offers the following accreditation programs:

- Calibration Laboratories Accreditation Program (CLAP) in accordance with ISO/IEC 17025;
- Testing Laboratories Accreditation Program (TLAP) in accordance with ISO/IEC 17025;
- Medical Laboratories Accreditation Program (MLAP) in accordance with ISO 15189;
- Inspection Bodies Accreditation Program (IBAP) in accordance with ISO/IEC 17020;
- Management Systems Certification Bodies Accreditation Program (CBAP) in accordance with ISO/IEC 17021;
- Product Certification Bodies Accreditation Program in accordance with ISO/IEC 17065; and
- Personnel Certification Bodies Accreditation Program in accordance with ISO/IEC 17024.

SADCAS will broaden its scope of accreditation as needs arise.

CONSOLIDATE, STREAMLINE AND ENHANCE DELIVERY OF ACCREDITATION SERVICE TO THE TARGET POPULATION

Accreditation

SADCAS is now in its 6th year of operation as a multi economy accreditation body. As at 28 February 2014 SADCAS had issued 34 accreditation certificates to 23 accredited facilities in six (6) SADC countries namely Botswana (4), Namibia (4), Seychelles (2), Tanzania (4), Zambia (2) and Zimbabwe (7). Of the issued certificates 50% fall under the Testing Laboratories Accreditation Programme (TLAP), 38% fall under the Calibration Laboratories Accreditation Programme (CLAP), 9% fall under...
the Inspection Bodies Accreditation Programme (IBAP) and 3% fall under the Medical Laboratories Accreditation Programme (MLAP). During the period under review, SADCAS scored a first on the IBAP and MLAP with the accreditation of 3 inspection bodies and one medical laboratory respectively.

At the same time SADCAS had 39 other accreditation applications from 8 countries namely: Angola (1); Botswana (9); DRC (3); Namibia (1); Swaziland (1); Tanzania (10); Zambia (3); and Zimbabwe (11), at the various stages of the accreditation process. A further 19 expressed interests in accreditation are being handled.

SADCAS accreditation services were kick started through a Twinning Partnership Arrangement (TPA) with the South African National Accreditation Service (SANAS) a process which involves joint assessments designed to ensure the credibility of SADCAS accreditation services whilst at the same time benefiting from and skills transfer from SANAS to SADCAS. During the period under review, 4 meetings were held in order to review the effectiveness of the TPA resulting in improvements being made as appropriate to the joint accreditation process. In an effort to address the accreditation needs of non-English speaking countries and in anticipation of the accreditation applications from DRC following advice from the country’s National Accreditation Focal Point, a Twinning Partnership Agreement was negotiated and recently signed with TUNAC (Tunisia). SADCAS is now translating its Quality management system documents into French. Both the SADCAS/SANAS and the SADCAS/TUNAC Twinning Partnership Agreements are in line with international best practice so as to facilitate SADCAS development and to give confidence on the market whilst SADCAS works towards signatory status in international accreditation arrangements.

During the period under review, the Advisory Committee for inspection bodies in Zimbabwe held its third meeting during which the Advisory Committee members agreed to extend the scope of accreditation to cover “Storage Tanks” and “Lifting Equipment”. A working group was therefore established to develop criteria for the accreditation of inspection bodies performing inspections of storage tanks and lifting equipment. The Advisory Committee membership will be extended to ensure a balance of interest and noting the extension of scope.

Training Services

By 28 February 2014 SADCAS had successfully conducted 64 training courses in 11 SADC Member States namely: Botswana (10); DRC (9); Malawi (2); Mozambique (3); Namibia (9); Seychelles (3); South Africa (3); Swaziland (1); Tanzania (9); Zambia (3) and Zimbabwe (12) the region to promote accreditation and an understanding of the accreditation requirements. Over 945 participants have benefited from the SADCAS training courses. All the SADCAS courses are undertaken on behalf of SADCAS by a pool of experts with hands on experience in accreditation matters. As at end of February 2014 SADCAS had registered a pool of 17 trainers. The trainers cover the 3 official languages used in SADC. SADCAS aims to increase the pool of trainers so that as much as possible the trainers are locally based in order to minimize travel and subsistence costs thus reduce training costs. The trainers will be trained under the auspices of the SADC EU EDF 10 project which has already started.

SADCAS Quality Management System

In order to monitor compliance of its systems with ISO/IEC 17011, the international standard that SADCAS has to comply with in order to be signatory to the international accreditation arrangement, a follow up internal audit was undertaken on 10 July 2013. The objective of the follow up internal audit was to follow up on the effective implementation of corrective action for the nonconformities raised at the internal audit held in January 2013, re-audit areas of concern and audit compliance with the International laboratory Accreditation Cooperation (ILAC) mandatory documents. Most of the nonconformities and all the observations raised at the internal audit were cleared. Additional nonconformities and observations were raised against the ILAC documents. The audit team in their concluding remarks said that there is evidence that implementation of SADCAS policies and procedures are in line with ISO/IEC 17011 and that requirements of ILAC P 9 and P 10 are well implemented. Attention needs to be paid to addressing the requirements of ILAC P 14 and to implement a process for cross frontier accreditation and to continue with the process of training and qualifying assessors. The auditors also said that SADCAS is ready for peer evaluation. Corrective action on all nonconformities raised from the follow up internal audit of 10 July 2013 and un-cleared nonconformities from the initial internal audit was effected and cleared by the Auditors in November 2013. Revised and new quality management system documents arising from the corrective action have been finalized and uploaded on the SADCAS website.
Effectively Promote and Market the Benefits of Accreditation and SADCAS Services

SADCAS’ thrust during the period under review has continued to be on promoting the benefits and importance of accreditation and marketing SADCAS’ services. Targeted marketing visits continue to be undertaken by SADCAS and the NAFPs to conformity assessment bodies and various presentations were made to stakeholders at workshops/seminars/meetings notably at the 2013 ILAC/IAF Annual General Assembly meetings and at the 12th East and Southern Africa Laboratory Managers’ (E- SALAMA) conference held in Gaborone, Botswana from 9 to 13 December 2013. SADCAS also participated at the launch of the Botswana Testing Laboratory System in August 2013. Laboratory associations which provide a platform for laboratories to share experiences and information so as to improve the credibility of laboratory services and raise the profile of the laboratory profession, play a key role in the socio economic development of countries, a role which is commonly shared with SADCAS hence the need to collaborate. Three editions of the Pioneer Vol 3 No 3 March 2013, July 2013 and November 2013 and the 5th SADCAS 2012/13 annual report were published during the period under review. Various press releases on the accredited facilities and the SADCAS top management participated at the certificate handover ceremonies for a number of the accredited facilities. All SADCAS promotional material published so far is available French and Portuguese and can be downloaded from the SADCAS website. The SADCAS website was maintained throughout the period of review with new articles being posted under latest news and the directory of accredited facilities being updated upon accreditation of facilities. Visitation statistics indicate an increasing interest in the SADCAS website not only by number of visitations but also by the number of countries visiting the website.

Permanent certificates for the registration of the SADCAS trademark were issued by the Registrar of trademarks in Angola. The SADCAS trademark which forms the core of the SADCAS accreditation mark has now been registered in 14 SADC Member States a process which took almost 3 years to complete. Most of the certificates are valid for 10 years from the date of issuance.

During the period under review and in an effort to improve its accreditation services thus serve customers better, SADCAS launched a customer satisfaction survey. The easy to complete and short survey questionnaire tries to establish customer satisfaction levels at the various stages of the accreditation process. The survey questionnaire is circulated to clients on an on-going basis for completion as they receive accreditation services and is analysed on an on-going basis with any suggestions for improvements being considered and implemented accordingly. Based on the feedback received by 28 February 2014, the general comment is that SADCAS services range from good to very good.

BUILD CAPACITY AND CAPABILITY OF SADCAS

SADCAS staff

As part of the continuous professional development programme, all the SADCAS staff attended a 2 days training workshop on ISO/IEC 17011 and the SADCAS Quality Management System held from 22 to 23 August 2013 in Gaborone, Botswana. National Accreditation Focal Points from Botswana, Namibia and Zimbabwe also attended the workshop. During the workshop the Trainer went through the ISO/IEC 17011 standard clause by clause with discussions on how the SADCAS Quality Management System had addressed the requirements of the standard. The Financial Administrator attended a tax update seminar whilst the SADCAS Chief Executive Officer attended a training workshop held in Hong Kong in June 2013, for peer evaluators on the new edition of ISO/IEC 17020 published in 2012. During the period of review the SADCAS Chief executive Officer was qualified and registered as peer evaluators for AFRAC as well as for the Asia Pacific Laboratory Accreditation Cooperation (APLAC).

Assessors

The pool of SADCAS assessors who undertake assessments on behalf of SADCAS continues to grow following the completion in October 2013 of the assessor training/mentoring project funded by PTB Germany under the auspices of the SADC SQAM project. As at 28 February 2014, SADCAS had registered 36 Technical Assessors and 19 Lead Assessors. The breakdown of technical assessors by field is as follows: MLAP (8); CLAP (4); IBAP (8); TLAP (11) and Certification Bodies Accreditation Programme [CBAP] (5). The breakdown of lead assessors by field is as follows: MLAP (3); CLAP (3); IBAP (3); TLAP (11) and CBAP (4). Efforts are underway to increase the pool of assessors with more assessors scheduled to be trained under the auspices of the SADC EU funded EDF 10 REIS programme. The first training is scheduled to be held in March 2014. Prioritization of the training of assessors is based on applications on hand and anticipated areas of demand.

National Accreditation Focal Points have been called upon to identify experts to train as assessors whilst the selection will be done by SADCAS based on the prioritized scopes.
National Accreditation Focal Points

A total of 12 National Accreditation Focal Points from Angola (1), Botswana (2), Democratic Republic of Congo (1), Lesotho (2), Malawi (1), Mozambique (1), Namibia (1) and Seychelles (1) attended an ISO/IEC 17011 training workshop held in Gaborone, Botswana from 10 to 11 December 2013. Using the same programme and approach as for the staff training workshop held in August 2013, the Trainer went through the ISO/IEC 17011 standard clause by clause with discussions on how the SADCAS Quality Management System had addressed the requirements of the standard. The National Accreditation Focal Points’ workshop was funded as part of the SADC EU EDF 10 REIS Programme. Judged by the level of participation the workshop was very interactive and beneficial to all those who attended. It was an opportunity for the National Accreditation Focal Points to understand accreditation and the SADCAS processes better thus enhance their effectiveness as they undertake their duties in their respective countries.

The 7th National Accreditation Focal Point Annual meeting was held on 9 December 2013 prior to the training workshop on ISO/IEC 17011. The meeting was attended by a total of 12 National Accreditation Focal Points from 8 SADC Member States. During the meeting, National Accreditation Focal Points were appraised of developments in SADCAS, reviewed their roles and responsibilities and developed the framework for the 2014/15 marketing plan. The meeting was also an opportunity to share experiences and network.

The National Accreditation Focal Points continued to function generally effectively with average estimate realization of 69% for the period beginning 1 April 2013 to 30 June 2013, 66% for the period beginning 1 July to 30 September 2013 and 64% for the period beginning 1 October to 31 December 2013 showing a decline over the period due to poor performance by some National Accreditation Focal Points.

Enhance global acceptance of SADC Products and Services

SADCAS has been an Associate Member of the International Laboratory Accreditation Cooperation (ILAC) since 2011. SADCAS’ membership in the International Accreditation Forum (IAF) was extended in the category of Special Recognition - Observer Member. SADCAS was admitted as a full member of AFRAC and the membership certificate was signed at a gala dinner held in conjunction with the 4th AFRAC General Assembly. SADCAS is also a member of SADC Cooperation in Accreditation (SADCA). SADCAS continues to actively participate in regional, continental and international accreditation fora and attended the ILAC Technical committee meetings held in Cape Town, South Africa in April 2013, the 4th AFRAC General Assembly and the ILAC/IAF annual meetings held in Seoul, South Korea in October 2013. SADCAS also continues to review and comment on ILAC and IAF documents.

In an effort to promote accreditation World Accreditation Day was commemorated by many countries on and around 9 June 2013 under the theme “Accreditation: Facilitating World Trade”. Activities ranged from conferences to press releases, television to radio interviews and targeted marketing visits to stakeholders. Within the SADC region World Accreditation Day has been commemorated since 2009 and over the past 4 years activities to celebrate the day have increased and the number of participants attending such events has increased tremendously. World Accreditation Day has helped to reach out to the various stakeholders thus achieve the objective of creating awareness on the need and importance of accreditation with more and more conformity assessment bodies working towards accreditation.

SADCAS applications to join the AFRAC and ILAC Mutual Recognition Arrangements (MRAs) were submitted on 7 November 2013 and both were accepted by the respective regional and international accreditation co-operations MRA Committees. The joint pre peer evaluation of SADCAS by AFRAC/ILAC which had been scheduled to be undertaken in February 2014 has been rescheduled to June 2014 due to unavailability of the peer evaluation team leader whilst arrangements are underway to have the peer evaluation undertaken towards the end of 2014.

STRIVE FOR SUSTAINABILITY

Funding of SADCAS

SADCAS set up and operationalization constituted the main component of a 5 year (2007/8 to 2011/12) integrated programme for the removal of technical barriers to trade through accreditation which has been funded by the Norwegian Government to the tune of NOK 13 million through the Norwegian Agency for Development Cooperation (NORAD). The project came to an end on 31 March 2012 at a time when SADCAS had not yet achieved break-even point on operational costs. SADCAS thrust in the 2013/2014 financial year has been to ensure SADCAS as a going concern noting that government funding was only expected to start kicking in the 2014/15 financial year. This was achieved following the
approval and release of bridging funds amounting to US$ 264,169 by the Norwegian Government through NORAD in May 2013 to meet the 2013/14 operational budget deficit.

In July 2013 the SADC Committee of Ministers of Trade agreed to fund SADCAS operational budget deficit amounting to US$ 1.171 million over five years and to provide the necessary resources directly to SADCAS. By 28 February 2013, Zimbabwe and Mozambique had fully paid their contributions whilst Swaziland had partly paid its contribution bringing the total contributions received to US$ 269,522.

**Operational Income**

Over the past 5 financial years since SADCAS started to offer services, SADCAS business has been growing as evidenced from the increasing number of accreditations and training courses held. Refer to Figures 1 and 2.

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**CHALLENGES AND INTERVENTIONS**

SADCAS is still anxiously awaiting decision by the host country the Republic of Botswana on its application for diplomatic immunities and privileges which would greatly facilitate SADCAS operations in the region.

The challenge of limited pool of assessors is being addressed through the SADC EU EDF I0 REIS Programme under which more experts will be trained as assessors taking into account the language diversity in the region and anticipated service demand.

With the growing accreditation business, SADCAS is set to recruit two lead assessors to complement the existing staff.
LESSONS LEARNT

The multi economy accreditation body is a viable concept and with government support, SADCAS sustainability is assured.

Whilst there is a good clientele base of conformity assessment bodies operating in the region to support a sustainable multi economy accreditation body, the coaching of CABs in order to prepare them for accreditation remains critical. We can never emphasize enough the need for SADC Member States to develop technical assistance projects/interventions to prepare conformity assessment bodies for accreditation. A number of such projects are already underway in some countries to do just this.

PLANS FOR 2014/15

Looking ahead our thrust will be to continue consolidating SADCAS service delivery focusing on areas of demand bearing in mind that SADCAS being a subsidiarity institution of SADC, needs to address the accreditation needs of all Member States that do not have a national accreditation body including non-English speaking SADC Member States.

SADCAS plans for 2014/15 are as follows:

<table>
<thead>
<tr>
<th>Key Strategy</th>
<th>Operational Initiatives</th>
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| **Consolidate, streamline and enhance delivery of accreditation service to the target population** | 1. Continue to implement SADCAS QMS  
2. Undertake Internal Audit  
3. Undertake Management Review  
4. Conduct accreditation services |
| **Enhance global acceptance of SADC products and services** | 1. Implement SADCAS/TUNAC TPA to service the accreditation needs of DRC and Madagascar  
2. Negotiate TPA with IPAC in order to enable SADCAS to service the accreditation needs of Angola and Mozambique  
4. Work towards signatory status of the other accreditation programmes in the ILAC and IAF |
| **Build and retain our most important asset the intellectual capital, skills, experience, knowledge and expertise of our staff, assessors and trainers** | 1. Implement staff CPD programme for 2014/15  
2. Train assessors  
3. Monitor registered assessors performance as per 2014/15 monitoring plan |
| **Strengthen NAFP effectiveness** | 1. Training of NAFPs in marketing and communications  
2. Hold NAFP Annual meeting |
| **Grow company’s own generated revenue and develop SADCAS into a sustainable and dynamic organization at the cutting edge of accreditation service delivery** | 1. Offer accreditation services bringing up to speed those countries where accreditation uptake has been slow  
2. Offer training services in all the 3 official languages of SADC reaching out as many MS serviced by SADCAS as possible |
THE SADC ACCREDITATION ENVIRONMENT

Each country report is prepared by the SADCA Committee Member and the National Accreditation Focal Point (NAFP) of each of the following SADC Member States, namely Angola, Botswana, Democratic Republic of Congo, Lesotho, Malawi, Mozambique, Namibia, Seychelles, Swaziland, Tanzania, Zambia and Zimbabwe.

These reports are compiled annually in order to provide an overview of accreditation activities in the SADC region, during the period under review.
BOTSWANA

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

Conformity Assessment continues to play a key role in the supply and demand chain. Manufacturers, suppliers, consumers and regulators need conformity assessment to gain confidence on the product or service provided hence Conformity Assessment benefits all in the supply and demand chain. The need for quality products and services has compelled many economies to put in place structures that will ensure that the quality of goods produced and services provided is acceptable to all the interested parties in the supply chain. Some of the structures established in different countries to address quality problems are conformity assessment bodies which include, but not limited to, Testing laboratories, Certification bodies, Inspection and Calibration facilities.

Botswana like other countries in the region has Conformity Assessment Bodies (CABs) in the areas of Testing, Certification and Inspection, which were established with a view to mainly address issues relating to quality of products and services within the country. To ensure that these CABs are competent to provide their services, government in collaboration with the private sector is encouraging these facilities to acquire accreditation as attestation to provision of quality products and services. Accreditation is increasingly being embraced by many CABs in Botswana as evidenced by a rise in the number of accredited facilities and those seeking accreditation.

The government of Botswana also lends reasonable and diverse support to some of these CABs through the National Accreditation Focal Point (NAFP). In this respect, during the period under review the NAFP, Botswana Bureau of Standards (BOBS) and other organizations which are in support of accreditation coordinated a number of activities geared towards the promotion of accreditation in the country. Some of the activities undertaken included workshops and seminars, training of laboratory personnel and distribution of information material.

ISO/IEC 17025 FORUM

During the period under review the BOBS, the NAFP and other partners conducted two ISO/IEC 17025 Meetings for laboratories involved in Calibration and Testing. There was one ISO/IEC 171025 Forum conducted at which over 50 participants attended.

The World Accreditation Day was commemorated in the form of a conference on the 14 June 2013 which was attended by 51 participants from various Inspection, Testing, Calibration, and Certification bodies.

VISITS AND PRESENTATIONS TO ORGANISATIONS

The NAFP and BOBS conducted visits to various organizations to sensitize the industry and conformity assessment bodies on accreditation and the importance of providing quality products and services.
The NAFP alone visited six conformity assessment bodies as part of marketing and promotion of accreditation in Botswana and to lobby the facilities to accredit with SADCAS.

The BOBS conducted visits to five conformity assessment bodies and the industry with the same objective of promoting quality testing and calibration, and to encourage laboratories to establish laboratory quality management systems and eventually for them to acquire accreditation. The BOBS and NAFP will continue with the visits and awareness presentations in the future.

LABORATORY CONSULTANCY

Implementation of laboratory quality management systems among Calibration and Testing laboratories remains an important aspect in the improvement of the quality of service in these areas. Laboratories implementing quality management systems according to ISO/IEC 17025:2005 and ISO 15189:2007 have been shown to have improved the quality of their results and some have ultimately acquired accreditation. During the period under review the BOBS assisted some local laboratories with implementation of the two laboratory standards.

One laboratory in the veterinary field was assisted through a gap analysis on its quality management system through review of documentation and assessment of laboratory activities to determine the level of implementation of the documented quality management system.

Interaction continued with the four Medical laboratories which were previously guided on the documentation of test methods and their validation and their implementation to ensure effective implementation of the system. The outcome of the interaction showed that the laboratories have considerably improved their performance and two of the laboratories assisted submitted application for accreditation of their test methods.

NATIONAL QUALITY CONTROL SAMPLE EXCHANGE SCHEME

During the period under review the BOBS Proficiency Testing (PT) Scheme, the National Quality Control Sample Exchange Scheme, was coordinated for the local laboratories and other laboratories within the region. The Scheme continued to offer samples in the areas of chemistry and microbiology for water and food, and civil engineering for cube crushing and masonry units. Eight laboratories participated in the scheme for trace metals in water and 12 in major Chemistry constituents in water.

In the microbiology Scheme, 57 laboratories participated in the water microbiology scheme, 16 the food spoilage (non-pathogen) scheme and five in the food pathogens scheme. During the period under review the microbiology water PT scheme was expanded to include other African countries that initially did not previously participate in the scheme. The expansion was as a result of the takeover of the coordination of the SADC-MET Microbiology PT Scheme which was initially assigned to Uganda Bureau of Standards. The total number of new participants was 38, from East Africa, West Africa and Southern Africa.

For both the Chemistry and Microbiology PTs, three rounds were conducted in the year for each of the schemes coordinated. In the civil engineering scheme a total of nine laboratories registered to participate.

In the Civil Engineering Scheme, 11 laboratories registered to participate in the comparison scheme. While the laboratories collected the samples for this scheme the biggest challenge was the non – submission of results to the coordinator of the scheme for evaluation.

TRAINING

To increase personnel competence in the local laboratories BOBS and SADCAS offered a number of training courses on ISO/IEC 17025: 2005 and ISO 15189: 2012 standards. BOBS conducted five courses for 81 laboratory personnel on
awareness and understanding the two standards. SADCAS offered three courses on the same standards during the review period in which 36 laboratory personnel and management were trained.

The BOBS further offered training on Strengthening Laboratory Management towards Accreditation (SLMTA) to laboratory managers in the medical laboratories. This training was offered to the Ministry of Health Medical Laboratory personnel only and a total of twenty – two were trained in one workshop.

Training on the Method Validation and Uncertainty of Measurement in line with ISO 15189: 2012 was offered to 19 laboratory personnel from the Ministry of Health.

The Annual National Accreditation Focal Point meeting and training of NAFPs on ISO/IEC 17011 General Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies was held on the 9th-11th December 2013 at Tlotlo Conference Centre, Gaborone. NAFPs presented their progress reports and were updated on the developments at SADCAS during the meeting. NAFPs from the region participated at this meeting.

OTHER INFORMATION RELATED ACTIVITIES

STATUS OF CONFORMITY ASSESSMENT BODIES TOWARDS ACCREDITATION

During the review period a number of facilities enquired about the process of obtaining accreditation and these were provided with the relevant information and referred to SADCAS for more interventions. The local laboratories that were already accredited maintained their accreditation. During the reporting period only one testing laboratory acquired accreditation. The total number of accredited laboratories in the country increased to fourteen and out of these ten are accredited by South African National Accreditation System (SANAS).

Two medical laboratories, one testing facility and one certification body applied for accreditation with SADCAS and the applications are at different stages of processing.

BOTSWANA TESTING LABORATORY SYSTEM

The Botswana Testing Laboratory System (BTLS) following its formal registration as an association was launched in August 2013. The Patron for the association, SADC Secretariat, SADCAS CEO and NAFP attended the launch at which a total of 54 people from 28 organizations participated. The launch was sponsored by SADC/PTB through the Technical Assistance Program and four other local companies.

During the period under review the BTLS Executive Committee held 5 planning meetings and the Annual General Meeting in November 2013 at which a total of 39 participants from 25 organizations attended.

The Strategic Plan for the Association was still being developed with a view to start implementing it in April 2014.

PARTICIPATION IN REGIONAL AND INTERNATIONAL FORUMS

The SADCA Member attended the Launch of Laboratory Association of Malawi and SADC Regional Laboratory Association Steering Committee meeting on 18th June 2013 in Blantyre, Malawi.

The NAFP Point representative also participated in the 7th Annual NAFP meeting organized by SADCAS from 9 – 11 December 2013 at Tlotlo Conference Centre in Gaborone, Botswana.

The SADCA Member participated at the 4th AFRAC General Assembly from 21 - 26 September 2013 in Nairobi, Kenya.
The SADCA Member attended the Test & Measurement Conference and the SADC Regional Laboratory Association Annual Meeting from 6 - 9 October 2013 in Gauteng, South Africa.

**CHALLENGES AND INTERVENTIONS**

The major challenges faced by the NAFP are the following:

- The failure to mobilize enough participants for training on key accreditation standards still persists;
- The NAFP being involved in multiple duties other than accreditation;
- Most Conformity Assessment Bodies lack financial resources to carry out accreditation activities.

The interventions associated with these challenges will be to intensify marketing and promotion of accreditation and SADCAS activities in Botswana through visits to conformity assessment bodies, World Accreditation Day commemoration, conducting training and workshops.

Other challenges include those associated with coordination of the proficiency testing scheme in the country. Some laboratories are still reluctant to subscribe to the scheme citing costs, not realizing the benefits of participating in the scheme and other reasons. Accreditation of the proficiency testing is yet another milestone to be realized.

**PLANS FOR 2014/15**

The table below summarizes activities to be undertaken during the period 2014/2015:

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**LESSONS LEARNT**

Many conformity assessment bodies in the country are now aware of accreditation and its requirements. Some of the CABs have started implementing quality management systems, participate in proficiency testing schemes and train personnel on accreditation standards. However, accreditation of CABs in the country is still very slow due to challenges associated with finance among many of the CABs.

Uptake of training on accreditation standards is also low and there is need to intensify marketing and promotion of the training and accreditation to the CABs.
RECOMMENDATIONS FOR SADCA INTERVENTIONS

• SADCA to consider engaging the SADCA Technical Committee more in the promotion of accreditation activities in the region.
• SADCA to consider lobbying for funding of accreditation activities for CAB’s such as training, workshop, gap analysis, PT Schemes for laboratories and related activities.
• SADCA to continue providing relevant training and workshops to the NAFPs in order to enhance their competence in marketing and promotion of accreditation in the region.
DEMOCRATIC REPUBLIC OF CONGO

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

All activities relating to accreditation are supervised by Mr Albert Kasongo Mukonzo, Director General of the Office Congolais De Contrôle (OCC) and managed by the National Accreditation Focal Point (NAFP) represented by Mr Kanama Viki Mbuya and seconded by Mrs Apauline Matata Feza located respectively in Kinshasa Capital of the Democratic Republic of Congo and Matadi in the Bas Congo Province.

ACCREDITATION AWARENESS/ MARKETING AND PROMOTION

- The big event of the year was the launch of the National Association Laboratories-DRC (ASCOLAB) on the 7th April 2013.
- Celebration of World Accreditation Day in Kinshasa and in Matadi;
- Awareness within OCC/CABs and DRC LABs is going on. During the launching of NLA-DRC it was an opportunity of the awareness on accreditation because one of the ASCOLAB goals is to promote the accreditation and to accompany the laboratories in accreditation process. ASCOLAB is now a tool of the marketing of Accreditation and SADCAS Services.
- Increase of the SADCAS web site visit;
- Distribution of the Pioneer SADCAS Newsletter;
- Download of French Brochures from SADCAS website;
- Distribution of SADCAS Annual Report 2012-2013;
- Circulation on information to CABS on PT Scheme of Australia and China. And the LQSi’S iron ore PT Program.

TRAINING COURSES ORGANIZED

SADCAS organized the first training course on ISO/IEC 17025 for 25 personnel from the ASCOLAB members from the food and mining laboratories in Katanga Province.

The course was held in Likasi from 22-26 July 2103 at the GECAMINES/PANDA Meeting Room.

The second NAFP attended the training workshop on ISO/IEC 17011 on December 2013 held in Botswana-Gaborone. ASCOLAB organized a workshop on “Uncertainty measurement” for testing laboratories in Lubumbashi on 25.09.2013.

MEETINGS

- Both NAFPs attended the annual SADCAS and SADCA GA Meetings in Luanda/Angola in March 2013;
- The NAFP attended SADCAS Board Meetings;
- The NAFP attended the Test and Measurement Conference and Workshop 2013 in South Africa in October 2013;
• The NAFP attended the meeting of SADC Regional of SADC Regional LAB association held in Johannesburg, South Africa in October 2013;
• The NAFP attended the AFRIMETS General Assembly in Lusaka-Zambia in July 2013;
• The second NAFP participated to the NAFP Annual Meeting in Gaborone-Botswana in December 2013.

OTHER INFORMATION RELATED ACTIVITIES

The metrology laboratories of OCC has undergone an assessment by COFRAC of its Mass Laboratory (Calibration of weights) and initial assessments of:

- Non automatic weighing instruments calibration on site;
- Volume Laboratory: calibration of volume standards;
- Temperature Laboratory: calibration in laboratory and on site of liquid in glass thermometers.

DRC have four TA and one LA of SADCAS:

- Two Technical Assessors in ISO / IEC 17020;
- One Technical Assessor in ISO / IEC 17021;
- One Technical Assessors and one Lead Assessor in ISO / IEC 17025.

Many activities related to Accreditation are realized within the Office Congolese of Control “OCC” by CECA (Cellule des Experts Charges de l’Accréditation).

Mr. Kanama Viki Mbuya will conduct the audit that will be processed by the External Consultant within Chemical Laboratories of OCC Kasumbalesa, Lumbumbashi and Matadi. CECA is an efficient tool for the accreditation program in OCC.

CHALLENGES

Challenges encountered during the period under review were namely encouraging laboratories to apply for accreditation particularly in the food and mining fields.

ACTION PLAN FOR 2014/15

The elaboration of action plan 2014/15 is going on.

LESSONS LEARNT

The growing need for accreditation in OCC since the Ministry of Economic and Trade requested OCC to be accredited in critical fields and for OCC personnel of four keys activities named Inspection, Certification, Testing and Metrology and in private sectors for the competitiveness and proof of competency. There is a particular interest in accreditation in the mining sector and other laboratories are involved in accreditation through ASCOLAB.

RECOMMENDATIONS FOR SADCA INTERVENTIONS

• Assistance is required to encourage laboratories in the DRC to participate in PT Schemes;
• Assistance is required to gain access to funding for laboratories in the DRC in order for them to apply for accreditation as most of them face financial constraints.
MAWALI

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

National Accreditation Focal Points (NAFPs) are responsible for the coordination, administration, marketing and promotion of both accreditation and accredited services within their respective countries. This report therefore provides a brief of the activities undertaken in Malawi on accreditation from April 2013 to February 2014.

INTRODUCTION

Malawi diverted its accreditation focus from other international accreditation bodies to the Southern African Development Community Accreditation Services (SADCAS) since SADCAS’s inception in 2009.

SADCAS is represented in Malawi by one SADCA Committee Member based at Malawi Bureau of Standards, and two National Accreditation Focal Points, based at the Ministry of Industry and Trade and another at Malawi Bureau of Standards.

Malawi continued to commemorate with the international community the World Accreditation Day on 9th June 2013 by publishing a Press Release through the print media.

The Malawi Bureau of Standard continued to develop its management systems in the following areas for accreditation:

- Testing Laboratory services against ISO/IEC 17025 standard
- Calibration Services against ISO/IEC 17025 standard and
- Management Systems Certification against ISO/IEC 17021 standard

A follow up on Malawi Blood Transfusion’s progress on developing their management system for accreditation against ISO/IEC 15189 Standard with SADCAS was made and revealed that they had hired a consultant to assist them in finalizing the development of their system.

Agricultural Research and Extension Trust (ARET) Laboratory was introduced to SADCAS through the NAFPs’ office for their interest to apply for accreditation in November 2013 after consulting the Laboratories Association of Malawi (LAM) on the same.

INFORMATION ON OTHER RELATED ACTIVITIES

Malawi also continued to commemorate the following accreditation related world events:

- World Metrology Day on 31 May 2013 with presentations and drama, and
- World Standards Day with some displays across the country and presentations that made a climax of events on 17 October 2013.

CHALLENGES AND INTERVENTIONS

Challenges encountered include:

- Low acceptance rate by conformity assessment bodies (CABs) to go for accreditation
- Lack of national funding to run accreditation activities

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- Time allocation to balance up NAFP’s tasks for accreditation and employment tasks.

Interventions included:

- Funding provided for NAFPs’ 2013 Annual Meeting and ISO/IEC 17011 Training Workshop in Gaborone Botswana in December 2013.

PLANS FOR 2013/14

To have more visits to CABs in conducting accreditation service awareness.

RECOMMENDATIONS FOR SADCA INTERVENTIONS

- Facilitation of accreditation awareness to CABs in the region through workshops and training in various accreditation fields.
MOZAMBIQUE

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

- Promotion of Accreditation issues and SADCAS through contacts and visits to CABs awareness about the importance of accreditation.
- It was found that the Laboratory of Geology had equipment problems, hampering its operation. The Water Laboratory in Maputo does not yet have an established Quality Management System (QMS) for Testing because the firm has prioritized the implementation of ISO 9001.
- The Laboratory for Engineering of Mozambique, despite the insistence of the NAFP to convince them to fight for accreditation have not yet indicated who the Quality Manager is, and not initiated the establishment of their QMS.
- Continuous distribution of SADCAS Brochures, the SADCAS Annual Report and the SADCAS News Letter “The Pioneer” to the stakeholders;
- The NAFP forwarded information referring other issues of accreditation like training, proficiency testing among others, under the guidance of SADCAS to Conformity Assessment Bodies (CABs).
- In February 2014, the press release on the Pan-African Cement Proficiency Testing Scheme was sent to the Engineering Laboratory of Mozambique and to a Cement factory “Cimentos de Moçambique”, it also has laboratory for Quality Control of cement.
- The NFP attended the training on ISO/IEC 17011, provided by SADCAS and participated in the Conformity Assessment Workshop on ISO/IEC 17020, provided by ISO, as way to further build on accreditation knowledge;
- Training provided by UNIDO on ISO/IEC 17025 for Testing laboratories in view the enforcement of understanding of Quality Matters;
- In concerning the identification of accreditation front runners to inform that the laboratories with same accreditations are accredited laboratories are making efforts to extend its scope to other accreditations. Some of those already have started the establishing of Quality Management System are struggling to give continuity, is the case of the Laboratory of Directorate of Animal Science;
- For the WAD celebrations, a press release was translated and sent to stakeholders and the media.
- Identified 3 inspection bodies: namely: Instituto Nacional de Inspecção de pescado; Inspeção de Automóveis e Inspeção Nacional de Actividades Económicas.

OTHER INFORMATION RELATED ACTIVITIES

INNOQ and the NAFP participated in activities and meetings of Mozambican Association Laboratories (ALM).

CHALLENGES AND INTERVENTIONS

There is a need to intensify the promotion of accreditation, through events, distribution of promotional materials, visits and interviews with Officials and employees of Conformity Assessment Bodies. This requires government funding.
PLANS FOR 2014/15

As the action plan for the years 2014/2015, it is proposed to continue with the following activities:

- Promotion of accreditation issues and SADCAS;
- Elevation of the technical capacity of laboratories to support the Certification of Products;
- Build further on accreditation skills base through training;
- Identification of accreditation front runners;
- Promotion and organization of the celebration of World Accreditation Day;
- Enforcement of understanding of quality matters, through training events;
- Continuous identification as well as awareness of other laboratories and Inspection Bodies in the Country;
- Identification of experts in different areas of Conformity Assessment for trainings (of assessor and trainers) by SADCAS;
- Updating the database of CABs;
- Other activities required of the NAFP by SADCAS.

LESSONS LEARNT

- There is a need to make further efforts in raising awareness on accreditation, as it is the main tool to remove technical barriers to trade.
- There is a need to work towards harmonizing the Conformity Assessment system in accordance with the international standards, in order to meet international requirements.

RECOMMENDATIONS FOR SADCA INTERVENTIONS

Raising awareness of regulators, through meetings at the level of decision making, regarding the importance of accreditation with a view its involvement and support to conformity assessment bodies in the efforts made by them to be accredited.
NAMIBIA

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

The SADCA Committee member for Namibia is the Namibian Standards Institution (NSI) CEO while the country’s National Accreditation Focal Point (NAFP) Office is housed in the Directorate of Commerce of the Ministry of Trade and Industry (MTI).

During the period April 2013 to February 2014 the NAFP undertook visits to existing and new Conformity Assessment Bodies (CABs) in the Khomas and Central Northern regions of Namibia.

The objective of the visits was:

- For the NAFP to brief the CABs on the procedures for Southern African Development Community Accreditation Service (SADCAS) accreditation process,
- Providing information on the ISO standards, and
- To inform new CABs on reasons for SADCAS existence and its services.

OTHER INFORMATION RELATED ACTIVITIES

World Accreditation Day (WAD)

The World Accreditation Day (WAD) was celebrated by distributing T-Shirts to accreditation stakeholders. The commemoration also involved posting and distribution of the WAD’s posters on notice boards at the Ministry of Trade and Industry and by sharing the WAD press release with the CABs through emails.

Accreditation Status for NSI conformity assessment service

During the reporting period, the South African National Accreditation System (SANAS) conducted surveillance assessment on both the Fisheries Inspectorate and Food Laboratory. The assessment team recommended continuous accreditation of Fisheries Inspectorate and Food Laboratory. Similarly, continuous accreditation was recommended for the Mass Laboratory after SADCAS conducted a surveillance assessment. In addition an assessment for initial accreditation was also conducted by SADAS for the Volume Laboratory, and was recommended for accreditation.

UNIDO Project

With funding from NORAD, United Nations Industrial Development Organization (UNIDO) in partnership with MTI is implementing the UNIDO Trade Capacity Building for Exports in Namibia Project, aimed at strengthening Namibia’s Quality Infrastructure. Within this project, NSI conducted a nation-wide baseline survey aimed at establishing conformity assessment needs in Namibia. In addition, a laboratory mapping exercise was conducted and technical assistance was provided to the Central Veterinary Laboratory in preparation for its accreditation process.
Based on the assessment of public and private laboratory capacity and urgent needs of the export sector in the terms of accredited testing/product certification, the project will help to upgrade capacity within the NSI conformity assessment structures (Metrology, Food Laboratory and Certification), the Central Veterinary Laboratory, Meatco Laboratory and other related conformity assessment service providers in the country.

**TRAINING**

The NAFP participated in a two day workshop on Food Safety Management System (ISO 22000) hosted by the NSI with the support of International Organization for Standardization (ISO). The main objective of the workshop was to support the dissemination process of the ISO 22000 standard and help organizations operating in the food chain to understand the benefits of implementing a food safety management system according to the ISO 22000.

**CHALLENGES AND INTERVENTIONS**

Most of the visited CABs showed interest in applying for accreditation, though express concern about the high cost involved.

Proficiency test has been raised as a constraint by laboratories, in that the cost for assessment testing materials is expensive and this proves proficiency testing to be expensive.

The National Metrology Institute (NMI) has indicated that the availability of Inter-Laboratory Comparisons (ILC) schemes as a challenge. These schemes are few (do not cover all areas of interest), far between and take very long (several years) to be completed, and the artefacts used during the ILCS are also very expensive and expensive and usually require to be hand-carried to participant laboratory due to their delicacy and susceptibility to drift. These require funding to be available and also sometimes have similar challenges like turnaround time and scope limitations.

**PLANS FOR 2014/15**

One of the major activities planned for the year 2014/15 is the establishment of the National Laboratory Association in conjunction with the NSI.

In addition, the NSI is also planning on implementing a Laboratory Information Management System (LIMS) which is a software-based laboratory and information management system that offers a set of key features that support a modern laboratory’s operations.

**LESSONS LEARNT**

Accreditation will be fully functional if the government embraces accreditation, by imposing policies that will support/act as incentives to accredited labs.

**RECOMMENDATIONS FOR SADCA INTERVENTIONS**

- Support and intensify advocacy and awareness interventions on accreditation.
- Capacity building initiatives on the requirements of conformity assessment standards.
- Facilitate the organisation of Proficiency Testing Schemes at SADC level.
The main Conformity Assessment Bodies (CABs) in Seychelles are the Seychelles Bureau of Standards (SBS) and the Ministry of Health. A new laboratory opened by the Seychelles Agricultural Agency.

Seychelles Bureau of Standards is responsible for testing, calibration, inspection (fish & gas cylinder) and certification. The Ministry of Health is responsible for public health and tests food, water, clinical and pharmaceutical samples. Agriculture laboratory is responsible to test soil, water, compost, fertilisers etc.

Two laboratories in Seychelles are accredited and are the National Metrology Laboratory (NML) and Environment laboratory at SBS. NML is responsible for calibration in the country. NML is accredited for calibration of mass for the range 1-100g and the Environment Laboratory at SBS is accredited for seven water tests. No other laboratories in the country are accredited yet. The Fish Inspection and Quality Control Unit (FIQCU) is part of SBS and is responsible for fish inspection. Certification Unit at the SBS is responsible for system certification and product certification. These two units are preparing for accreditation of the inspection and certification services.

Since the main export destination for fish in Seychelles is Europe, Seychelles has to ensure that the fish exported meet the requirement of the exporting country. It is a requirement of the EU that samples of raw fish, processed fish and water and ice used for fish processing are tested in an accredited laboratory. Therefore, the Official Testing Laboratory (SBS) for the Competent Authority is in the process of accrediting more tests.

Laboratories at the Ministry of Health and the Agriculture Laboratory are not yet ready to apply for accreditation.

**Testing**

Surveillance assessment carried out at the Environment Laboratory in July 2013 and continued accreditation granted for tests in water which are accredited.

Environment Laboratory has almost completed validation of tests for heavy metals (Atomic Absorption Spectrometer method) in fish and planning to apply for accreditation for these tests in 2014.

Food Chemistry Laboratory validated test for histamine (HPLC method) in fish and will apply for accreditation in 2014.

- Microbiology Laboratory completed validation of tests for Total coliform and E coli in water and ice. Application will be submitted after recruitment of Microbiologist.
Pharmaceutical Laboratory at the Ministry of Health is in the process of validating some of the test methods.

Agriculture Laboratory received a new facility and equipment. This laboratory has started carrying out few tests.

Calibration

The assessors from the Accreditation Body have carried out the surveillance audit at the National Metrology Laboratory in October 2013. Continued accreditation was recommended subject to clearance of non-conformances identified during assessment. NML is planning to extend the scope of mass accreditation and to accredit calibration of temperature, pressure and volume.

Certification

The system and product certification is the responsibility of the Certification Unit at the Seychelles Bureau of Standards. This unit is reviewing and preparing procedures. Training on new version of ISO/IEC 17021 planned for early 2013 has not materialised. Revision of Regulation for Certification is being carried out.

Inspection

The Fish Inspection and Quality Control Unit (FIQCU) is a unit under the Seychelles Bureau of Standards. FIQCU has prepared Quality Manual and procedures with the assistance of a consultant. An internal audit will be carried out this year and documents will be submitted for document review.

Training

Training on ISO 17025 conducted in June 2013 for the new recruits in the laboratory. Quality Manager had a session with staff of Food Chemistry Laboratory and Microbiology Laboratory in August 2013 regarding applicable SADCAS procedures. Training on ISO 17025 planned for all the laboratories in Seychelles but did not materialise.

Application training on AAS and HPLC conducted at SBS by the suppliers of the equipment. This was done to train staff and to ensure the competency of staff in operating equipment since tests for heavy metals in fish using AAS and histamine in fish using HPLC has to be accredited in future.

Proficiency Testing/ Inter-Comparison Exercise

The Microbiology laboratory at the Seychelles Bureau of Standards and the Public Health Laboratory participated in the Proficiency Testing (PT) programme for food and water with the Botswana Bureau of Standards. Food Chemistry laboratory participated in the PT for histamine in fish with the Food and Environment Research Agency (FERA), UK. Environment Laboratory at the Seychelles Bureau of Standards and the Public Health Laboratory participated in the PT for water with SADCMET. Environment Laboratory also participated in the PT for water with FERA. Environment Laboratory did not participate in the PT for heavy metals in fish with FERA since the test for heavy metals was not introduced at the time of the PT.

Equipment

SBS purchased new equipment such as autoclave, double distiller, laboratory blender etc to replace the obsolete models. Decision to purchase a new AAS was made at high level by Ministers responsible for the Ministry of Foreign Affairs and Natural Resources respectively. New AAS received on the 31st December 2013 and will be installed in February 2014. This will serve as a backup for the AAS in use and also will allow the testing of water without any delay. The AAS in use is the only one being used at the moment to test water and fish both.

OTHER INFORMATION RELATED ACTIVITIES

- SADCAS press release was published in the newspaper on the World Accreditation Day.
The Atomic Absorption Spectrometer (AAS) at SBS was repaired and used for testing of heavy metals in fish and trace elements in water.

Microbiology Laboratory at SBS completed the validation of tests for water and ice.

Food Chemistry laboratory at SBS completed the validation of test for histamine in fish using HPLC method.

Chemical Analysis Laboratory at SBS received assistance from COMESA to purchase resources for introduction of test for coconut oil and to train staff on testing of coconut oil.

CHALLENGES AND INTERVENTIONS

- Candidates with suitable qualification were not available for certain vacant posts in the laboratories.
- Space limitation in laboratories, human resource constraint and other difficulties faced by an island nation affecting the testing services offered by most of the laboratories. SBS is drafting the Terms of Reference for the expert assistance required to conduct an assessment of SBS in terms of its existing operations and to determine future requirements so as to re-calibrate the Bureau to the level to meet emerging and increasing demands on its critical services.
- Private companies are offering better working conditions to employees and therefore, staff trained by Government/Parastatal laboratories are leaving the organisation to take up job in private companies.

PLANS FOR 2014

- Accredit tests for heavy metals in fish.
- Accredit test for histamine in fish.
- Accredit test for Total coliform and E-coli in water and ice.
- Prepare laboratory for coconut oil test and accreditation of test.
- Extent the scope of accreditation for mass from 1-100g to 0-20Kg.
- Accredit the calibration of temperature and volume.
- Apply for accreditation for certification services.
- Apply for accreditation for the fish inspection service.

LESSONS LEARNT

More customers are demanding results from accredited laboratories since it is easier for them to trade with other countries if the results are from accredited laboratories. It is important that at least the tests carried out for export sector is accredited.

RECOMMENDATIONS FOR SADCA INTERVENTIONS

Most of the laboratories are finding difficulty to validate test methods and calculate uncertainty of estimation. We do not have a good trainer in this field. All laboratories will benefit if SADCA can organise training on method validation and uncertainty estimation for Seychelles.
SWAZILAND

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

The National Accreditation Focal Points (NAFPs) continues to play a major role in promoting accreditation activities in the country. Awareness on accreditation is gradually increasing in Swaziland.

ACCREDITATION AWARENESS

The NAFP undertook a visit to the new Director of Health and Services, the purpose of the visit was to sensitize and appraise him on accreditation activities in the country and also ask for support on matters of accreditation that concerns the ministry of health.

Swaziland joined the World in commemorating the 2013 World Accreditation Day held on the 9th June annually. Swaziland managed to commemorate the World Accreditation Day on the 18th June 2013. In an effort to raise awareness on accreditation amongst stakeholders, a workshop was held and was attended by a majority of CABs and the media. Television media was involved and articles were written in the local newspapers. Promotional material was also distributed and information on accreditation was distributed to the stakeholders.

Accreditation awareness was also evident during the International Trade Fair held from 20 August – 7 September 2013 and was attended by over 200 people including policy makers, industry, public, etc visited the Regulatory and Quality Infrastructure Development (RQID) section stand which accreditation forms part of. Promotional material on the importance of accreditation was distributed to the public.

Through the UNIDO Project which started late 2013 the NAFP National Laboratory Association of Swaziland (NLAS) and the UNIDO National Project Coordinator (NPC) have joined forces and are conducting visits to all Testing and Calibration laboratories in Swaziland. The visits started in November 2013 and the purpose of the visits is to market the NLAS and encourage them to join the association as there are benefits attached to joining such as training and accreditation promotion.

The target groups are the CEOs of companies or top management. During the visits the NAFP makes presentations and emphasis is made on the benefits of accreditation as a vital tool to business and as a way to provide confidence for the goods and services. 10 laboratories have been visited thus far. Most noticeably was a meeting held with the Police where we had the opportunity to meet the Deputy Commissioner of Police for technical and professional services, the Deputy Commissioner of Police for Policies and Administration, Deputy Commissioner of Police for Finance and Logistics, Director of Crime and the Director of Human Resources and Health. They were receptive and informed us of their plan to upgrade their laboratories and that they had secured E5 million towards that project which will commence in 2014/15.

Pioneers newsletters (SADCAS Newsletter) were also distributed to all stakeholders.
PROMOTION OF SADCAS

During visits to the laboratories, top management is also informed of the regional accreditation body called SADCAS. In response most of them gave assurance to the NAFP that they will work collaboratively with SADCAS now that they are well informed.

Promotional materials on SADCAS are also distributed during the visits.

ACCREDITATION STATUS

B and P Scales, a Calibration laboratory in Swaziland obtained accreditation in February 2013. One lab has submitted its application to SADCAS for an initial assessment for accreditation

TRAINING

The NAFP received training on SADCAS QMS from 9-11 December 2013.

Through the UNIDO project, 25 laboratory personnel will receive training on ISO/IEC 17025

HANDLING OF ENQUIRIES

The NAFP has received two enquiries following the visits. Both enquiries have since been resolved.

OTHER INFORMATION RELATED ACTIVITIES

The government of Swaziland has managed to pay its subscriptions to SADCAS.

CHALLENGES AND INTERVENTIONS

- Budget constraints;
- More government owned CABs than private owned;
- Low responses to training by CABs;
- Diverse responsibilities by NAFPs.

PLANS FOR 2014/15

- Marketing of accreditation;
- Promotion of SADCAS;
- Facilitate training of CAB’s;
- Handling of enquiries;
- Facilitate payment of SADCAS subscriptions;
- Commemorate the World Accreditation Day.

LESSONS LEARNT

Awareness on accreditation in Swaziland is gradually increasing. Many people have started to appreciate the importance of accreditation

RECOMMENDATIONS FOR SADCA INTERVENTIONS

As Swaziland, we still have a problem with CABs that are not capacitated on key accreditation standards. We recommend that through SADCA we get funding.
TANZANIA

PROGRESS ON ACTIVITIES UNDERTAKEN DURING APRIL 2013 TO FEBRUARY 2014

National Accreditation Focal Point Office (NAFPO) continued to create awareness on the importance of accreditation and market services offered by the Southern African Development Community Accreditation Services (SADCAS) through various means such as onsite visit to the laboratories, organized training and seminars and through email and telephone inquiry.

PROGRESS ON ACTIVITIES UNDERTAKEN DURING THE PERIOD OF MARCH 2013-FEBRUARY 2014

Training

During the period under review training on accreditation standards was conducted by SADCAS to different organizations. These training were conducted at different:

- 5 days training course on ISO/IEC 17020 requirements implementation and internal auditing from 4-8 November 2013 at Bagamoyo Tanzania.
- Training course on ISO 15189 requirement and implementation was conducted by SADCAS on November 2013.
- 3 days training on internal auditing from 13-15 November 2013 at Dar Es Salaam Tanzania

Marketing and promotion of SADCAS

NFPO used different approach to market and promote services offered by SADCAS as well as importance of the accreditation to the potential stakeholders:

- NAFP participated in the International Trade fair held at Dar Es Salaam Tanzania from 3-10 July 2013 and distributed about 50 SADCAS promotional materials on benefit of accreditation and process of accreditation.
- The March and November 2013 SADCAS Newsletter were circulated electronically to 50 stakeholders.
- NAFP Officer distributed about 20 adverts for ISO/IEC 17020 training that was conducted on 4-8 November 2013.

World Accreditation Day

Tanzania did not commemorate the World Accreditation day due to lack of budget. However information regarding the day was sent to stakeholder through electronic email for information and awareness creation.

OTHER INFORMATION ON RELATED ACTIVITIES

Accreditation Status

All accredited testing laboratories and calibration laboratory still maintained their accreditation status.
Surveillance Assessment

For the period under review SADCAS conducted surveillance assessment for the following testing facilities:

- Tanzania Food and Drug Authority food laboratory from 25-26 July 2013.
- Tanzania Bureau of Standards food laboratory on 4/12/2013

Document review

During the period under SADCAS received documents for review from different testing facilities:

- Tanzania Bureau of Standards Chemistry laboratory
- Tanzania Bureau of Standards Textile/Condom testing laboratory
- Tanzania Mineral Auditing Agency chemistry laboratory.

Proficiency Testing Participation

Both accredited and non-accredited laboratories continued to participate in proficiency testing. TBS provided proficiency testing scheme in edible salt and honey samples. During the period under review, Proficiency Testing samples were dispatched on 26/9/2013 to 26 participants from Tanzania, Rwanda, Burundi, Kenya, Uganda, Malawi, Zambia and Ethiopia.

CHALLENGES AND INTERVENTIONS

- Lack of formal recognition of NAFP roles by stakeholders,
- Lack of second NAFP
- Most organization does not allocate enough budgets for accreditation issues including training, document review and accreditation application fees.
- Accreditation is not considered as a priority as there is no pressure to accredit conformity assessment bodies

PLANS FOR 2014/15

- Market and promote the importance and benefits of accreditation and offered by SADCAS;
- Provide progress reports on Accreditation in Tanzania;
- Establish a pool of trained assessors;
- Maintain a database of CABs operating in Tanzania;
- Capacity building in Testing and Calibration Laboratories;
- Capacity building of the Inspection Bodies; and
- Strengthen the effectiveness of the NAFP work.

LESSONS LEARNT

During the period under review the following lessons were learnt:

- Few training on accreditation standards were conducted by SADCAS due to the fact that the same training is offered by some organization within the country.
- There is a need to sensitize private laboratories on issue related to accreditation and Quality system implementation.
- NAFP work plan was not effectively implemented due to work load provided by the employer.
Overview of 2013 SADCA Activities

- World Accreditation Day - 9 July 2013;
- National Annual Quality Awards Ceremony – October 2013;
- Accreditation Meetings and Seminars; and
- Promotion of accreditation.

WORLD ACCREDITATION DAY - 9 JULY 2013

Zimbabwe World Accreditation Day Commemorations were held on 9 July 2013. The objective of the meeting was to raise awareness of the importance of accreditation. The event was hosted jointly by ZINQAP and the NAFP under the auspices of the ZINQAP Annual Scientific Conference. Present at the meeting were laboratory personnel from the public and private sector, a number of senior government officials from Ministry of Industry and Commerce, NAFPs Mr S Makowe and Mrs M Machiri, Standards Association of Zimbabwe, regulators, as well as members of National Laboratory Association of Zimbabwe (NLAZ). The presentations delivered on the WAD event focused on various topics including accreditation awareness and generated a lot of good discussions amongst the 250 participants who were in attendance.

2013 NATIONAL ANNUAL QUALITY AWARDS

During the period under review, the National SQAM Committee organized its third National Annual Quality Awards competition in October 2013 and winners automatically qualified to enter the SADC Quality Awards. The 2013 NAQA Awards were widely publicized in the press increasing the visibility of accreditation and quality issues in Zimbabwe. The competition covered five categories, namely: CATEGORY 1 – Company of the year, CATEGORY 2- Product of the year, CATEGORY 3- Service of the year, CATEGORY 4- Exproter of the year, CATEGORY 5- SADC SQAM Individual Award of the Year. Two companies, Medical Investments t/a Avenues Clinic (Service of the year, Large Enterprise) and Integrated Properties (Company of the Year, Small Enterprise) were awarded SADC Awards at the Regional Competition.

MARKETING AWARENESS

The main activities undertaken during the period of review were as follows:
In 2013, NAFP participated at Zimbabwe International Trade Fair -ZITF 2013 and 5 Agricultural Shows held in the major cities across the country namely Harare, Gweru, Mutare, Lupane and Gwanda during the months August and September 2013. Zimbabwe promoted accreditation through various marketing activities such as participation at the attendance to accreditation certificate handover ceremonies in Zimbabwe where the SADCAS CEO officiated. SADCAS promotional materials such as diaries and fliers were distributed to CABs.

TRAINING

NAFP Zimbabwe participated in the ISO/IEC 17011 training course held in Gaborone, Botswana in August 2013.
7th NAFP ANNUAL MEETING

The 7th NAFP Annual Meeting Zimbabwe did not manage to attend the 7th Annual NAFP meeting held in Gaborone, Botswana held in December 2013 whose objection review activities, note the lessons learnt and challenges experienced by NAFPs as well as to plan for future activities. Notwithstanding, SADCAS continued to provide support to the Zimbabwe NAFP and undertook visits to review country activities and accreditation applications. The NAFP administrative arm of SADCAS continues to work to improve awareness of accreditation at national level.

ACCREDITATIONS

As at 31 October 2013 SADCAS had issued Zimbabwe 7 accreditation certificates Zimbabwe continued to witness an upsurge of new accreditations and applications, reaching a peak of 9 applications by the end of 2013. Among others, Standards Association of Zimbabwe, Veritec and NDT were accredited to ISO/IEC 17020.

GOVERNMENT CONTRIBUTION TO SADCAS

As at 31 December, Zimbabwe had fully paid its contribution for 5 years amounting to US$ 195,306 towards the sustainability of SADCAS.

FORMATION OF ACCREDITATION ADVISORY COMMITTEE

NSSA a local inspection regulator and independent inspection Bodies in Zimbabwe met regularly during the period under review with inspection bodies to discuss issues related to local accreditation requirements. Three organizations have been accredited to ISO 17020 by SADCAS. NSSA continues to monitor compliance of inspection bodies to accreditation requirements through the Accreditation Advisory Committee updates to assure competence of inspection bodies.

ESTIMATE REALISATION FOR THE PERIODS, 1 APRIL TO 31 DECEMBER 2013

As at 31 December 2013, estimate realization for the Zimbabwe NAFP was 80%.

FUTURE PLANS

- **Preparation for ISO/IEC 17020 Accreditation** – Due to regulatory requirements by NSSA, a number of conformity assessment bodies are at advanced stages of preparedness for accreditation to ISO/IEC 17020
- **Preparation for ISO/IEC 15189 Accreditation**
  Zimbabwe is witnessing an increase in applications from medical testing laboratories due to a heightened awareness of the benefits of accreditation and efforts by SADCAS through NAFPs promotional activities.
- **Preparation for ISO/IEC 17025 Accreditation**
  On-going training by laboratory personnel in ISO/IEC 17025 requirements in preparation for accreditation
- **Mentoring and Evaluation of Trainee Assessors** – Under SADC/EU SQAM Project and with sponsorship from PTB, Zimbabwe will continue to participate in a program for mentoring and evaluation of trainee assessors in line with SADCAS plans to build a pool of competent assessors.

CHALLENGES

- Level of preparedness of laboratories
- Multiple tasks of NAFPs
- Resource constraints to support CABs accreditation needs
INTERNATIONAL PARTICIPATION

It is important to ensure that SADCA continuously participates in the existing global and regional networks of recognised accreditation bodies, particularly the EA, ILAC and IAF arrangements. These arrangements build upon existing and developing regional arrangements established globally. The benefits of participating include:

- Participating in the decision making of the EA, ILAC and IAF’s General Assemblies and Committees;
- Exchanging information on the development and operations of similar regional accreditation cooperations.

<table>
<thead>
<tr>
<th>Date</th>
<th>Organisation and activity</th>
<th>Location</th>
<th>Attended by</th>
</tr>
</thead>
<tbody>
<tr>
<td>27 April – 5 May 2013</td>
<td>ILAC Mid-year Meetings</td>
<td>Frankfurt, Germany</td>
<td>SADCA Chair</td>
</tr>
<tr>
<td>May 2013</td>
<td>AU Conference of African Ministers</td>
<td>Nairobi, Kenya</td>
<td>AFRAC Chair</td>
</tr>
<tr>
<td>10 – 14 June 2013</td>
<td>AFSEC General Assembly &amp; PAQI Launch</td>
<td>Nairobi, Kenya</td>
<td>AFRAC Chair</td>
</tr>
<tr>
<td>21-26 September 2013</td>
<td>4th AFRAC General Assembly Meetings</td>
<td>Nairobi, Kenya</td>
<td>SADCA Chair</td>
</tr>
<tr>
<td>16-25 October 2013</td>
<td>Joint ILAC/IAF General Assembly Meetings</td>
<td>Seoul, Korea</td>
<td>SADCA Chair</td>
</tr>
<tr>
<td>3-4 February 2014</td>
<td>SADCA EXCO Meeting</td>
<td>Port Louis, Mauritius</td>
<td>SADCA EXCO</td>
</tr>
<tr>
<td>17-18 February 2014</td>
<td>SADCA Peer Evaluators Documents Workshop</td>
<td>Pretoria, South Africa</td>
<td>SADCA Peer Evaluators</td>
</tr>
</tbody>
</table>

SADCA is a Regional Accreditation Body Member of ILAC and IAF;
The SADCA Chair represents SADCA on the IAF Executive Committee;
The SADCA Regional Coordinator represents SADCA on the ILAC Executive Committee;
SADCA signed a Technical Cooperation Agreement with IAAC in 2004;
SADCA participates in AFRAC Meetings, SADC meetings, tripartite meetings and other relevant regional accreditation meetings.
REGIONAL PARTICIPATION

AFRICAN ACCREDITATION COOPERATION (AFRAC)

AFRAC’s current focus is on the achievement of the objectives set out in its five year Strategic plan, which was approved by the General Assembly in October 2012. The two main aims of the Strategic Plan are to operationalise the Cooperation and to establish and roll-out an MRA including cooperating in building capacity in accreditation across the continent.

AFRAC prepared a number of documents, procedures and forms that were approved by the General Assembly in October 2012, and the index of all the AFRAC Documents is available on the AFRAC website (www.intra-afrac.com).

AFRAC concluded a Memorandum of Understanding with the Intra-Africa Metrology System (AFRIMETS), the African Organization for Standardisation (ARSO) and the African Electrotechnical Standardization Commission (AFSEC) which formalised the four pillars’ relationship and established a Pan African Quality Infrastructure (PAQI).

AFRAC has also concluded two Technical Cooperation agreements with the Asia Pacific Laboratory Accreditation Cooperation (APLAC-signed on 17 January 2013) and the Arab Accreditation Cooperation (ARAC-signed on 25 March 2013).

AFRAC also looks forward to concluding the Cooperation Agreement with the Inter American Accreditation Cooperation (IAAC) in 2014.

The areas of cooperation with APLAC, ARAC and IAAC include:

- Training and Development;
- Participating in each other’s Proficiency Testing programs;
- Participation in jointly organised peer evaluations;
- Information exchange;
- Support on technical matters;
- Adoption of common positions;
- Projects and fund procurement.

AFRAC became an IAF Special Recognition Organization on 16 September 2013, making AFRAC both an ILAC and IAF Regional Accreditation Cooperation Member.

FOURTH AFRAC GENERAL ASSEMBLY

The fourth General Assembly and meetings of the African Accreditation Cooperation (AFRAC) were hosted by the Kenya Accreditation Service (KENAS). The meetings were held from 20-26 September 2013 at the La Mada Hotel, Nairobi, Kenya.
The fifth AFRAC General Assembly will be hosted by the Ethiopian National Accreditation Office (ENAO) in Ethiopia in September 2014.

AFRAC MEMBERSHIP

AFRAC formalised its Membership in September 2013 and now has seven Full members and one Stakeholder member. The Full members are the following:

- Egyptian Accreditation Council (EGAC);
- Ethiopian National Accreditation Office (ENAO);
- Kenya Accreditation Service (KENAS);
- Mauritius Accreditation Service (MAURITAS);
- Southern African Development Community Accreditation Service (SADCAS);
- South African National Accreditation System (SANAS); and
- Tunisia Accreditation Council (TUNAC).

SADCA is now a Stakeholder Member of AFRAC.

AFRAC COMMITTEES

AFRAC currently has three operational Committees, namely:

- Executive Committee;
- MRA Committee;
- Technical Committee.

FUNDING

AFRAC intends to be a self-funding organisation, however, funding for various activities has been provided by the Physikalisch Technische Bundesanstalt (PTB), Germany, which has been involved with AFRAC from its inception. PTB has provided financial support towards the achievement of several AFRAC activities.
TRAINING – PEER EVALUATORS

A Peer Evaluators Mutual Recognition Arrangement (MRA) Documents Workshop was held from 21-22 September 2013, and was attended by the AFRAC MRA Committee Members and AFRAC trainee Peer Evaluators. The objective of this workshop was to train evaluators in the MRA documentation applicable to the Peer Evaluations.

AFRAC qualified its first group of Peer Evaluators in September 2013 namely:

- Christinah Leballo (SANAS);
- Sonia Mahdoui (TUNAC);
- Maureen Mutasa (SADCAS); and
- Mahmoud Eltayeb (EGAC).

PEER EVALUATIONS

Kenya Accreditation Service (KENAS)

The first AFRAC pre-peer evaluation was a joint evaluation between the International Laboratory Accreditation Cooperation (ILAC) and AFRAC on the Kenya Accreditation Service (KENAS), and took place from 26 – 30 August 2013 for Calibration, Testing, Inspection, QMS and EMS. This was an important milestone towards AFRAC providing evidence to ILAC that it can run a regional accreditation cooperation, as well as exposing its trainee evaluators in order to qualify and register them.

The evaluation summary report and findings were presented to the KENAS Management Team in August 2013.

Tunisia Accreditation Council (TUNAC)

The second AFRAC peer evaluation was a joint evaluation between the Arab Accreditation Cooperation (ARAC) and AFRAC on the Tunisia Accreditation Council (TUNAC), and took place from 12 – 16 December 2013 for Calibration, Testing, Inspection, QMS and EMS.

The evaluation summary report and findings were presented to the TUNAC Management Team in December 2013.

Egyptian Accreditation Council (EGAC)

The third AFRAC Peer Evaluation was a joint evaluation between the Arab Accreditation Cooperation (ARAC) and AFRAC on the Egyptian Accreditation Council (EGAC), and took place from 2 – 6 February 2014 for Testing and FSMS.

The evaluation summary report and findings were presented to the EGAC Management Team in February 2014.

The following peer and pre-peer evaluations are planned for 2014:

Accreditation Body: Southern African Development Community Accreditation Service (SADCAS)
Scope: Testing and Calibration
Type of Evaluation: Pre-peer evaluation
Dates: June 2014

Accreditation Body: Ethiopian National Accreditation Office (ENAO)
Scope: Testing and Calibration
Type of Evaluation: Pre-peer evaluation
Dates: (dates to be confirmed)
Accreditation Body: South African National Accreditation System (SANAS)
Scope: Testing, Calibration, Certification, Inspection and Medical
Type of Evaluation: Peer evaluation
Dates: 11 – 15 August 2014

Accreditation Body: Mauritius Accreditation Service (MAURITAS)
Scope: Testing and Calibration
Type of Evaluation: Pre-peer evaluation
Dates: November 2014

PAN-AFRICAN QUALITY INFRASTRUCTURE (PAQI)

At the continental level the Pan-African Quality Infrastructure (PAQI) which consists of the African Organization for Standardisation (ARSO), the African Electrotechnical Standardisation Commission (AFSEC), the Intra-Africa Metrology System (AFRIMETS), and the African Accreditation Cooperation (AFRAC) have agree to co-ordinate and align Pan-African Quality infrastructure activities to support market access and industrial development by having an integrated framework for utilization of standards, measurement, and conformity assessment as well as accreditation as foundations for conversion of primary products into value added goods that meet the requirements of global markets.

In this regard a Memorandum of Understanding (MoU) was concluded between the PAQI structures, namely AFRAC, ARSO and AFRIMETS which was signed by the PAQI Chairs on 20 February 2013.

In addition to the MOU, the SANAS CEO Mr Ron Josias who is currently the AFRAC Chair, attended a meeting of the African Union (AU) Council of African Ministers of Industry (CAMI) held in Nairobi, Kenya from 10 – 14 June 2013. This meeting, which is the highest political forum where issues relating to the industrial development of Africa are discussed, was attended by African Ministers of Industry, policy makers and industrial experts. The PAQI structures presented the PAQI cooperation structure to the African Ministers of Trade and Industry. The outcome of the meeting was a positive endorsement of the PAQI structures by the African Ministers of Industry.
TRIPARTITE (COMESA-EAC-SADC) DEVELOPMENTS

The Technical Barriers to Trade (TBT) Chapter and the TBT Annexure of the COMESA-EAC and SADC Free Trade Agreement (FTA) has been finalised by the TBT Expert Group as per the recommendation of the Accreditation Experts.

Sub-regional accreditation cooperations such as SADCA and AFRAC are included as the accreditation cooperation platforms in SADC and in Africa respectively.
DEVELOPMENT PARTNERS

The following organisations have contributed financially and in kind to SADCA’s activities, which will ultimately assist in realising the goal of obtaining international recognition as a Regional Accreditation Cooperation.

THE SOUTH AFRICAN DEPARTMENT OF TRADE AND INDUSTRY

In support of the South African government’s objective of regional integration, the SADCA Secretariat and Regional Coordinator function is hosted by SANAS, and the South African dti continues to fund the SADCA Secretariat, EXCO meetings and the attendance of the SADCA Chairperson and Regional Coordinator at AFRAC, ILAC and IAF meetings.

PHYSIKALISCH TECHNISCHEN BUNDESANSTALT, GERMANY

In March 2013, the Physikalisch Technische Bundesanstalt (PTB), Germany committed a further €1.5 million to provide support at the regional level for the next three years in the area of standardisation, quality assurance, accreditation and metrology (SQAM) with the overall objective of strengthening the quality infrastructure for trade enhancement and consumer protection in SADC. This funding is accessed through the SADC Trade, Industry, Finance and Investment (TIFI) department at the SADC Secretariat. During the period under review, PTB has supported various SADC accreditation regional projects.

Contact details:
The dti www.dti.gov.za
PTB www.ptb.de
## PERFORMANCE PROGRESS AGAINST MEASURABLE 5 YEAR STRATEGIC PLAN: 2013/14

### OBJECTIVES

<table>
<thead>
<tr>
<th>OUTCOMES</th>
<th>OUTPUTS</th>
<th>ANNUAL PERFORMANCE TARGETS</th>
<th>PROGRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operational SADCA Cooperation</strong></td>
<td>Establishment of the technical committee and technical sub committees</td>
<td>Technical committee roll out the work plan including develop procedural documents Identify sub committees</td>
<td>Technical Committee established with terms of reference and Workplan.</td>
</tr>
<tr>
<td></td>
<td>Continuous marketing and communication on SADCA Cooperation</td>
<td>Maintenance of the SADCA website Developing and publishing marketing material and raise awareness</td>
<td>On-going maintenance of website.</td>
</tr>
<tr>
<td></td>
<td>Identification of Proficiency Testing Schemes (PTS) service providers and a SADCA database</td>
<td>Maintenance</td>
<td>Maintenance</td>
</tr>
<tr>
<td><strong>Established SADCA MRA</strong></td>
<td>Establishment of the SADCA MRA Council and SADCA MRA Committee</td>
<td>Roll out of the SADCA MRA Council and SADCA MRA Committee work plans including the development of operational and procedural documents</td>
<td>MRA Council will only be established when SADCA has an operational MRA. MRA Committee operational with terms of reference, procedures and Workplan.</td>
</tr>
<tr>
<td></td>
<td>Roll out peer evaluation of accreditation bodies</td>
<td>SADCA MRA workshop with accreditation bodies to prepare for pre peer evaluations Start with pre peer evaluations</td>
<td>SADCAS &amp; MAURITAS pre-peer evaluations to take place jointly between AFRAC, SADCA and ILAC. Workshop to train peer evaluators in SADCA documents scheduled for 17-18 February 2014.</td>
</tr>
</tbody>
</table>
FINANCES
The SADCA Secretariat and Regional Coordinator function is hosted by SANAS, and the South African dti continues to fund the SADCA Secretariat, EXCO meetings and the attendance of the SADCA Chairperson and Regional Coordinator at AFRAC, ILAC and IAF meetings.

**UNAUDITED FINANCES: FOR THE PERIOD 1 APRIL 2013 TO 31 MARCH 2014**

<table>
<thead>
<tr>
<th>SADCA EXPENSES</th>
<th>SANAS/THE DTI</th>
<th>PTB</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADMINISTRATION</strong></td>
<td>1 009 000.00</td>
<td></td>
</tr>
<tr>
<td><strong>WEBSITE (MAINTENANCE)</strong></td>
<td>9 000.00</td>
<td></td>
</tr>
<tr>
<td><strong>SECRETARIAT SALARIES</strong></td>
<td>1 000 000.00</td>
<td></td>
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<tr>
<td><strong>REGIONAL AND INTERNATIONAL TRAVEL</strong></td>
<td>277 000.00</td>
<td>90 000.00</td>
</tr>
<tr>
<td><strong>CHAIR’S TRAVEL (ILAC/IAF GA)</strong></td>
<td>51 000.00</td>
<td>9 000.00</td>
</tr>
<tr>
<td><strong>APLAC ISO/IEC 17020 COURSE TRAVEL</strong></td>
<td></td>
<td>9 000.00</td>
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<tr>
<td><strong>SECRETARIAT TRAVEL</strong></td>
<td>55 000.00</td>
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<tr>
<td><strong>EXCO TRAVEL</strong></td>
<td>150 000.00</td>
<td>61 000.00</td>
</tr>
<tr>
<td><strong>PEER EVALUATOR’S COURSE TRAVEL &amp; ACCOMMODATION</strong></td>
<td>21 000.00</td>
<td>11 000.00</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>1 286 000.00</td>
<td>90 000.00</td>
</tr>
</tbody>
</table>
FUTURE PLANS

For the period 2013/14 to 2016/17 SADCA will continue to focus on the operationalisation of SADCA which would include amongst other things:

- The provision of a structure to coordinate the activities of the various accreditation bodies in the region, aimed at avoiding duplication and promoting transfer of knowledge;
- The provision of a mechanism to formulate a SADC position on accreditation in the international fora and for appropriate interaction with other regions;
- The provision of a cost effective mechanism to enable and manage an internationally recognised accreditation infrastructure for SADC.

The operational phase of SADCA will consist of the following two main elements, namely:

- To operationalise SADCA which consists of SADC Member country representatives; and
- To establish and roll-out a SADCA MRA between accreditation bodies that want to be a signatory to the SADCA MRA.

The operationalisation of SADCA aims to continue with compliance to the ILAC and IAF requirements for a Regional Accreditation Cooperation, and to establish a Technical Committee and Technical Sub Committees which may cover laboratory, certification body and inspection body accreditation.

The SADCA MRA aims are to enable international recognition of SADCA’s capacity to provide sufficient evidence of competence, and proof that SADCA can run and manage a MRA through its MRA Council and MRA Committee.

SADCA will continue to assist in the integration of the technical infrastructure being created within SADC into the regional strategies to manage TBT and SPS related activities through:

- Focusing on the training of technical experts for use as technical and lead assessors, trainers and peer evaluators for the SADC region;
- Continued participation in the regional and international fora;
- Submission of projects to international donor funding organisations for further funding of SADCA activities.
- Liaison and cooperation with other regional accreditation bodies like AFRAC, ARAC, APLAC and IAAC.

The 2013/14 Performance Targets as per the SADCA Strategic Plan are captured in the following section.
## 2014/15 PERFORMANCE TARGETS

<table>
<thead>
<tr>
<th>OUTCOMES</th>
<th>OUTPUTS</th>
<th>ANNUAL PERFORMANCE TARGETS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operational SADCA Cooperation</strong></td>
<td>Establishment of the technical committee and technical sub committees</td>
<td>Technical committee roll out the work plan Establish the sub committees, develop terms of references and work plan</td>
</tr>
<tr>
<td></td>
<td>Continuous marketing and communication on SADCA Cooperation</td>
<td>Maintenance of the SADCA website Developing and publishing marketing material and raise awareness</td>
</tr>
<tr>
<td></td>
<td>Identification of Proficiency Testing Schemes (PTS) service providers and a SADCA database</td>
<td>Maintenance</td>
</tr>
<tr>
<td><strong>Established SADCA MRA</strong></td>
<td>Establishment of the SADCA MRA Council and SADCA MRA Committee</td>
<td>Roll out of the SADCA MRA Council and SADCA MRA Committee work plans</td>
</tr>
<tr>
<td></td>
<td>Roll out peer evaluation of accreditation bodies</td>
<td>Continue with pre peer evaluations and start with initial evaluations</td>
</tr>
</tbody>
</table>
# TABLE OF ABBREVIATIONS

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABs</td>
<td>Accreditation Bodies</td>
</tr>
<tr>
<td>AFRAC</td>
<td>African Accreditation Cooperation</td>
</tr>
<tr>
<td>AFRIMETS</td>
<td>Intra-Africa Metrology System</td>
</tr>
<tr>
<td>AFSEC</td>
<td>African Electro-technical Standardization Commission</td>
</tr>
<tr>
<td>AIA</td>
<td>Approved Inspection Authority</td>
</tr>
<tr>
<td>APLAC</td>
<td>Asia Pacific Laboratory Accreditation Cooperation</td>
</tr>
<tr>
<td>ARIPCO</td>
<td>African Regional Intellectual Property Organization</td>
</tr>
<tr>
<td>ARSO</td>
<td>African Organisation for Standardization</td>
</tr>
<tr>
<td>AU</td>
<td>African Union</td>
</tr>
<tr>
<td>BOBS</td>
<td>Botswana Bureau of Standards</td>
</tr>
<tr>
<td>BoD</td>
<td>Board of Directors</td>
</tr>
<tr>
<td>CABs</td>
<td>Conformity Assessment Bodies</td>
</tr>
<tr>
<td>CEO</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>COMESA</td>
<td>Common Market for Eastern and Southern Africa</td>
</tr>
<tr>
<td>DRC</td>
<td>Democratic Republic of Congo</td>
</tr>
<tr>
<td>EA</td>
<td>European Cooperation for Accreditation</td>
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<tr>
<td>EAC</td>
<td>East African Community</td>
</tr>
<tr>
<td>EU</td>
<td>European Union</td>
</tr>
<tr>
<td>EXCO</td>
<td>Executive Committee</td>
</tr>
<tr>
<td>IAAC</td>
<td>Inter-American Accreditation Cooperation</td>
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<td>IAF</td>
<td>International Accreditation Forum</td>
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<td>IEC</td>
<td>International Electro-technical Commission</td>
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<tr>
<td>IGAD</td>
<td>Intergovernmental Authority on Development</td>
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<tr>
<td>ILAC</td>
<td>International Laboratory Accreditation Cooperation</td>
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<tr>
<td>ISO</td>
<td>International Organisation for Standardization</td>
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<td>IUMP</td>
<td>Industrial Upgrading and Modernisation Programme</td>
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<td>KENAS</td>
<td>Kenyan Accreditation Service</td>
</tr>
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<td>MAURITAS</td>
<td>Mauritius Accreditation Service</td>
</tr>
<tr>
<td>MBS</td>
<td>Malawi Bureau of Standards</td>
</tr>
<tr>
<td>MLA</td>
<td>Multi-Lateral Agreement / or Arrangement</td>
</tr>
<tr>
<td>MoU</td>
<td>Memorandum of Understanding</td>
</tr>
<tr>
<td>NAFP</td>
<td>National Accreditation Focal Point</td>
</tr>
<tr>
<td>NEPAD</td>
<td>New Partnership for Africa’s Development</td>
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<tr>
<td>NLA</td>
<td>National Laboratory Association</td>
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<tr>
<td>NML</td>
<td>National Metrology Laboratory</td>
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<tr>
<td>NORAD</td>
<td>Norwegian Agency for Development Cooperation</td>
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<td>NSI</td>
<td>Namibia Standards Institution</td>
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<td>OCC</td>
<td>Congolese Control Office</td>
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<td>PAC</td>
<td>Pacific Accreditation Cooperation</td>
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<td>PTB</td>
<td>Physikalisch-Technische Bundesanstalt</td>
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<tr>
<td>RECs</td>
<td>Regional Economic Communities</td>
</tr>
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<td>SADC</td>
<td>Southern African Development Community</td>
</tr>
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<td>SADCA</td>
<td>Southern African Development Community Accreditation Service</td>
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<tr>
<td>SADCAS</td>
<td>Southern African Development Community Accreditation Service</td>
</tr>
<tr>
<td>Acronym</td>
<td>Description</td>
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<tr>
<td>---------</td>
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<tr>
<td>SANAS</td>
<td>South African National Accreditation System</td>
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<tr>
<td>SPS</td>
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<td>Technical Barriers to Trade</td>
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<td>TPA</td>
<td>Twinning Partnership Arrangement</td>
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<td>the dti</td>
<td>The South African Department of Trade and Industry</td>
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This Annual Report was compiled by the SADCA Secretariat.

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