



**CONFORMITY ASSESSMENT BODY (CAB) TECHNICAL ASSESSMENT FORM
CONSTRUCTION LABORATORY IN ACCORDANCE WITH ISO/IEC 17025**

APPLICATION FOR LABORATORY REGISTRATION IN ACCORDANCE WITH ISO/IEC 17025

DETAILS OF APPLICANT

Name of Laboratory:

Laboratory Address:

Mailing Address (if different from the above):

Registration of Companies and Business Names' (ROCBN) No.:

Registered Activity:

Type of application: ☐ New application ☐ Renewal application

Name of Authorised Representative:

Position/Title:

Office & Handphone number:

E-mail:

DETAILS OF ANY ASSOCIATION/ AFFILIATION WITH ANY BIGGER ENTITY

Name of Entity:

Relationship description:

Does the application include testing on-site laboratories?

Yes ☐ No ☐

If yes, give details of all laboratories to be registered

Does the laboratory sub-contract testing?

Yes ☐ No ☐

If yes, give details of all sub-contractors

SCOPE OF REGISTRATION SOUGHT FOR EACH LABORATORY

TEST CATEGORY	ITEMS/ MATERIALS TESTED	SPECIFIC TESTS/ PARAMETERS OR PROPERTIES TESTED/ RANGE OF MEASUREMENT	TEST METHOD/ STANDARDS/ SOPs	LOCATION OF TESTS PERFORMED (P) Permanent Laboratory or (O) On-Site	ACCREDITATION REFERENCE

(Please fill in completely and to attach a continued list separately)

POLICIES

- A. Confidentiality Policy:** I authorise PSABD and/or ABCi to release information with regards to our application status
Yes ☐ No ☐
- B. Language Policy:** All documentation and records are to be provided in English Language. Where documentation or records are in any other language apart from English Language, the applicant needs to provide the translation to English Language where required by PSABD and/or ABCi.
- C. Application Validity:** The application is valid for a period of 6 months from the date of the official application.
- D.** The validity period of PSABD registration is three (3) years with annual surveillance assessments.

Declaration

As the Authorised Representative, I declare and confirm that the information given and copies of documents submitted are true. I agree that this application is subject to the requirements set by PSABD and/or ABCi.

I further understand that obtaining registration from PSABD does not constitute as an accreditation by PSABD.

Name:

Signature:

Date:

Name of Laboratory:

Annex-1: Required documents

No.	Items	For Applicant Use	For Office Use
1.	Copy of legal documents to prove its legal entity (Certificate of Registration (Business Name Act 16/17 or Companies Act, Chapters 39); Act Regulation, Letter of Authorization)		
2.	Copy of accreditation document (or any other supporting documents as needed). For existing accreditation, please provide: • Copy of Accreditation Certificate • Copy of Accreditation Scope • Copy of the Latest Assessment Report		
3.	Company Profile & Organisation Chart		
4.	Communication Documents (for seeking foreign Accreditation)		
5.	Quality Management System Documentation: • Document Mechanism of Quality Policies & Procedures (e.g Quality Manual or Procedural as applicable) • Quality Procedures (Management System Procedures)		
6.	Reference list of documents of the management system		
7.	List of personnel for the scope of accreditation and list of approved signatories of the reports /certificates		
8.	Provide methods/procedures/standards/SOPs in relation to the scope applied		
9.	List of equipment; List of calibrated equipment; Measurement of Uncertainty (MU) Reports		
10.	Copy of latest Management Review Report		
11.	Copy of latest Audit Report		
12.	Impartiality documents (Policy risk analysis and top management declarations)		
13.	List of Proficiency Testing (PT) participation		