

Requirements for AASHTO Accreditation for Laboratories Inspected by CCRL

In order for a laboratory to be considered for AASHTO Accreditation following a CCRL inspection, it must complete a release form that allows CCRL to share the information regarding the results of any inspections and proficiency testing with the AASHTO Accreditation Program (AAP).

During the CCRL on-site inspection, the laboratory must receive an evaluation for conformance to AASHTO R 18. If the laboratory also had received an AMRL on-site assessment in which R 18 was included, CCRL will perform a partial review of R 18, in which they evaluate only certain documentation that is required by R 18 and is specific to the scope of testing covered by the CCRL inspection.

The results of a partial review of R 18 and the results of a partial review of ASTM E329 will be included in a supplementary worksheet, which the CCRL inspector will review with the laboratory in the close-out meeting and furnish to the AASHTO Accreditation Program (AAP) at the time the final report has been issued. The findings will not be included in the formal report, but the AAP will require those findings to be resolved before accreditation is granted.

The laboratory must take the following actions within 90 days of issuance of the final CCRL inspection report:

- After the CCRL inspection report has been issued, the laboratory must log into the Accreditation Events system on the AMRL website (www.amrl.net) and submit corrective action reports along with supporting documentation. Supporting documentation includes completed records, updated quality system documentation, and evidence of receipt and calibration of any newly acquired equipment that was purchased to correct any nonconformities noted in the report. The accreditation events page will include the findings noted on the partial R 18 and E329 evaluation worksheets.
- The laboratory must submit an AASHTO Accreditation Request Form* to AMRL.
- The laboratory must submit a completed Criteria Compliance Document Form* to AMRL including all required supporting documentation requested. This includes a copy of the laboratory's organizational chart and all applicable certification documents.
- The laboratory must enroll in the applicable AMRL and CCRL proficiency sample programs*.
- The laboratory must conform to the requirements of the AASHTO Accreditation Program Procedures Manual*.
- The laboratory must pay the \$250 AASHTO Accreditation Program application fee.
- The laboratory must provide evidence of ownership of the current AASHTO Standard Specifications and Test Methods (individual methods are acceptable) and evaluation records that include the AASHTO versions if the laboratory is seeking accreditation for AASHTO methods of the ASTM methods assessed during the CCRL on-site inspection.

Most questions that a laboratory may have can be answered on the AASHTO Accreditation Program's FAQ page on www.amrl.net. If any additional information is requested that could not be located on the website, please contact AMRL at info@amrl.net or 240-436-4900.

* All referenced forms and program descriptions can be located on AMRL's website (www.amrl.net).