

CHAPTER 295

STANDARDS (ACCREDITATION OF LABORATORIES AND TESTING FACILITIES) REGULATIONS

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CHAPTER 295

42 of 1997.
120 of 1997.
Act 4 of 1992.

**STANDARDS (ACCREDITATION OF LABORATORIES AND
TESTING FACILITIES) REGULATIONS**

(Sections 6, 14 and 17)

[10th May, 1997.]

- Short title. 1. These Regulations may be cited as the
- STANDARDS (ACCREDITATION OF LABORATORIES
AND TESTING FACILITIES) REGULATIONS.**
- Interpretation. 2. (1) In these Regulations, unless the context otherwise requires:-
- CAP. 295. “Act” means the Standards Act;
- “accredited laboratory” means a laboratory which satisfies the requirements of Regulation 5 & 7 and which holds a valid Certificate of Accreditation, and includes the laboratories operated by the Bureau;
- CAP. 295. “Bureau” means the Belize Bureau of Standards established under section 3 of the Act;
- CAP. 295. “Director” means the Director of Standards appointed under section 4 of the Act;
- “laboratory” means an undertaking engaged in tests, investigations, or research, whether or not for reward, and using recognized test methods, which is managed, directed, or operated by persons qualified and trained in science, engineering or technology;

“recognized test” means a method of test that is:-

- (a) included in, or referred to in, a specification or standard;
- (b) published by the Bureau, or by an organization recognized by the Bureau as competent in formulating reliable test methods;
- (c) recognized by the Bureau as applicable to any specified goods or class of goods, services, process, practice, or to the environment;

“testing facilities” includes the equipment and trained persons necessary to carry out a recognized test.

(2) A word or a phrase not specifically defined in these Regulations but defined in the Act shall have the meaning assigned to it in the Act.

3. (1) For the purposes of conducting tests, analysis and examinations under the Act, the Bureau may appoint a Committee consisting of the Director and other persons qualified by reason of their training, skill and experience to assist in the accreditation of laboratories and testing facilities.

Establishment of Committee to supervise the accreditation of laboratories.

(2) The Committee may formulate criteria and guidelines for the accreditation of laboratories, taking account of criteria and guidelines for such accreditation issued by international or regional bodies concerned with the subject.

4. (1) Application for the accreditation of a laboratory or testing facility shall be made to the Bureau in writing and shall include-

Applications for accreditation by laboratories.

- (a) details of the scientific, engineering and technological apparatus which the laboratory or

testing facility is equipped with and of the arrangements for their proper maintenance and repair;

- (b) the names, training, qualifications and experience of persons who would sign reports of recognized tests, and specimens of those persons signatures;
- (c) a statement of the goods, services, processes or practices which the laboratory or testing facility is competent and willing to investigate; and
- (d) such other information as may be relevant or which the Bureau may require.

(2) In the case of a laboratory or testing facility in Belize, the application shall be accompanied by an undertaking from the applicant -

- (a) to allow the staff of the Bureau, and the Committee established under Regulation 3 above inspect the laboratory or testing facility, its apparatus and equipment and interview persons performing recognized tests; and
- (b) to maintain the apparatus and equipment in a state of good repair including calibration as the Bureau may from time to time require.

(3) In the case of laboratory or testing facility elsewhere than in Belize the application shall be accompanied by a certificate issued by a competent authority or person, acceptable to the Bureau, that the statements in the application are true and that the laboratory or testing facility is recognized or accredited in its own country for testing such goods, services, processes or practices by such recognized tests as are specified in the certificate.

(4) An application for the accreditation of a laboratory or testing facility shall be in the form set out as Form I to the Schedule hereto.

120 of 1997
Form I.

5. A laboratory or testing facility accredited by the Bureau for the purpose of the Act, shall -

Minimum
standards for
accredited
laboratories.

- (a) be equipped to carry out recognized tests;
- (b) be staffed by trained, competent and experienced persons with training to undertake the recognized tests;
- (c) be maintained and kept in good repair and its equipment calibrated as the Bureau may require;
- (d) maintain records of recognized tests carried out by it; and
- (e) comply with any criteria and guidelines formulated by the Committee set up under Regulations 3 above that relate to the management, quality system, security, storage of samples, or other features related to the reliability of the laboratory.

6. (1) After such investigations or inspections as may be necessary, the Committee shall consider the application, and when satisfied that the laboratory complies with the requirements of Regulation 5, including compliance with relevant criteria and guidelines formulated by the Committee, the Committee shall report to the Standards Advisory Council, recommending that a Certificate of Accreditation be issued, on such terms and conditions as may appear necessary.

Certificate of
Accreditation.

(2) A Certificate of Accreditation shall be signed by the Chairman of the Standards Advisory Council and the Director.

(3) A Certificate of Accreditation may be revoked if, upon inspection, it appears to the Bureau or the Committee that the requirements of Regulations 5 are not being complied with.

Accreditation
without submitting
an application.

7. (1) The Bureau may accredit a laboratory or testing facility for the purposes of the Act, without application being made, in any case where the laboratory or testing facility is -

- (a) a department of Government or of a Statutory Authority or is otherwise in receipt of public funds;
- (b) an educational or research institution competent to carry out recognized tests or specializing investigations involving such tests and in receipt of public funds;
- (c) owned, operated, designated, certified or accredited as competent by an organization outside Belize, which is charged with the formulation, application and enforcement of specifications and standards. Where such accreditation is given by the Standards Advisory Council on the basis of accreditation or certification by a body outside Belize, continuation or revocation of accreditation will be considered on information supplied to the Bureau by the foreign accreditation or certification body.

(2) In the case of a laboratory or testing facility accredited under this Regulation, the Bureau may direct that the holder of a specified post, who is qualified by training and experience, shall sign reports of recognized tests for use in Belize.

8. The committee established under Regulation 3 above may inspect, or cause to be inspected, any accredited laboratory or testing facility from time to time, but not less often than once in two years, and may require additional information to be provided to ensure that the requirements of Regulation 5 are met. Inspection of accredited laboratories by Committee.
9. (1) Notice of the designation of a laboratory or testing facility as an accredited laboratory or testing facility and notification of every revocation thereof shall be published by the Bureau in the *Gazette* and in a newspaper in circulation in Belize. Notice of designation or revocation.
- (2) A notice of the designation of a laboratory or testing facility shall be in the form set out as Form II of the Schedule hereto. 120 of 1997. Form II.
10. (1) The laboratories and testing facilities operated by the Bureau may be inspected from time to time, by the Committee established under Regulation 3, for compliance with Regulation 5. Laboratories operated by the Bureau.
- (2) The reports of recognized tests issued by the Bureau's laboratories or testing facilities, and signed by one or more persons employed by the Bureau and authorized to sign such reports, shall be *prima facie* evidence of the statements contained in the reports.
- (3) The Bureau shall publish from time to time the names of its employees authorized to sign reports of recognized tests.
11. The Bureau shall publish in July of each year a notice in the *Gazette* containing a list of accredited laboratories and testing facilities, and the names of persons who may sign reports of recognized tests for the purposes of the Act. Publication of list of accredited laboratories, etc.
12. It shall be lawful for an accredited laboratory or testing facility to refer to the fact that it is accredited, whenever making any advertisement or publicity. Such reference shall be in accordance with guidelines which may set by the Advertisements by accredited laboratories.

Bureau from time to time.

Offences and
penalty.

13. (1) Any person who represents a laboratory, testing facility, or person as accredited under these Regulations when such laboratory, testing facility or person does not have Accreditation Certificate, commits an offence.

(2) Any person who issues a report of a recognized test which is not signed by an authorized person as provided herein commits an offence.

(3) Any person who commits an offence against these Regulations shall be liable, on summary conviction, to pay a fine of three hundred dollars or to imprisonment for a period of three months or to both such fine and period of imprisonment.

Commencement.

14. These Regulations shall come into force on the 22nd day of April, 1997.

MADE by the Minister of Trade and Industry this 22nd day of April, 1997.

(SALVADOR FERNANDEZ)
Minister of Trade and Industry
Minister Responsible for Standards

SCHEDULE

FORM I
[Regulation 4]

PART I

**APPLICATION FOR THE ACCREDITATION OF A
LABORATORY/TESTING FACILITY**

TO: The Director, Belize Bureau of Standards

Sir/Madam

I/WE on behalf of the organization
known under the name ofhereby
make application for accreditation as a laboratory/testing facility for analysis/
testing of commodities under the Standards Act for the following commodities

.....
.....

and hereby furnish the particulars specified in Part II of this application.

On behalf of the above-mentioned organization, I/We hereby undertake to carry
out all analysis/testing in accordance with the Standards Act and Regulations
made thereunder and any lawful directions given by the Belize Bureau of
Standards in that behalf.

Yours faithfully,

Signature and Stamp of the Applicant

PART II

Names of officers of the organisation and their Positions and Extent of Interest.

- 1.* Name(s)
- Position and Extent of Interest
- 2.* Place(s) where laboratory(ies)/test house(s) within Belize is (are) located
- 3.* Details of testing staff of laboratory/test house indicating names, qualification, specialization and experience.
- 4.* Details/account of each laboratory as follows:
 - (a) Names and description of scientific, engineering and technological apparatus available and arrangement for their maintenance and repair.
 - (b) Names, training, qualifications and experience of persons who should sign reports of recognized tests; and
 - (c) Goods, services, process or practices which the laboratory's testing facility is competent and willing to investigate, as per relevant standard specification.
- 5.* Previous experience in the field, if any.
- 6.* Names of commodities analysed/tested.
- 7.* How long employed in the business of analysis/testing?
- 8.* Whether any of the test reports were rejected by buyers? If so give details.
- 9.* References, if any. (Here give the names of up to three)

-
- 10.* Established export and up to three foreign import houses that you may wish to use as references for reputation of business.

NOTES:

*Provide answers on a separate sheet, if necessary.

SCHEDULE
[Regulation 9]

FORM II

**NOTIFICATION OF ACCREDITATION OF
LABORATORY/TESTING FACILITIES**

Notice is hereby given by the Belize Bureau of Standards under Regulation 9 of the Standards (Accreditation of Laboratories and Testing Facilities) Regulation, that the laboratory/testing facility of
.....
situated at
.....
has been accredited by the Belize Bureau of Standards as a Testing Laboratory/testing facility for the following products as per the following standards.

Products

Reference Belizean Standards

Signed: _____
Chairman, Belize Standards Advisory Council

Signed: _____
Director, Belize Bureau of Standards

FORM II

**NOTICE OF REVOCATION OF
EQUIPMENT/LABORATORY ACCREDITATION**

Notice is hereby given by the Belize Bureau of Standards, that the accreditation issued to

.....

Laboratory/Testing Facility for the purposes of the Standards (Accreditation of Laboratories and Testing Facilities) Regulations, has been revoked.

Dated: _____

Signed: _____
Director, Belize Bureau of Standards
