

SADCAS Chief Executive Officer Visits to SADC Member States

As part of its marketing, promotion and communication strategy, SADCAS is undertaking visits to SADC member states that will be serviced by SADCAS. SADCAS is a multi-economy regional accreditation body established to meet the accreditation needs of SADC member states. SADCAS is a non-profit limited company incorporated in Gaborone, Botswana under the Botswana Companies Act Ch. 42:01 and was approved as a subsidiary organization of SADC by the SADC Council of Ministers in August 2007 and is therefore an agency of SADC. SADCAS offers accreditation programmes for testing and calibration laboratories, certification bodies (management systems, product and personnel) and inspection bodies.

The purpose of the visits to SADC member states is to:

- ✦ Create awareness amongst senior government officials, regulators, public and private conformity assessment service providers and other stakeholders on the importance of accreditation and the existence of SADCAS;
- ✦ Inform all stakeholders on the progress with the establishment and operationalization of SADCAS and the key role that National Accreditation Focal Points (NAFPs) play in SADCAS;
- ✦ Articulate SADCAS expectations from governments and stakeholders in member states that will be serviced by SADCAS; and
- ✦ Handover IT equipment for use by NAFPs in undertaking SADCAS activities.

The visits to member states started in February 2009 and should be completed by mid July 2009. Lesotho was the first member state to be visited. The SADCAS Chief Executive Officer (CEO) Mrs Maureen P Mutasa visited Maseru, Lesotho from 4 to 6 February 2009. A series of meetings were held during the visit starting on the 5th February with a meeting with Ms Mahlape Qoane, the Acting Principle Secretary Ministry of Trade and Industry, Cooperatives and Marketing at which the SADCAS CEO informed the senior government official on the importance of accreditation, the existence of SADCAS and progress with establishment and operationalization of SADCAS and SADCAS' expectations from the Government of Lesotho. At the meeting, the SADCAS CEO also officially invited the Government of Lesotho to attend the launch of SADCAS to be held on 23 April 2009 in Gaborone, Botswana. This was followed by a series of meetings with key regulators from the Ministry of Health, Ministry of Public Works and Transport and the Electricity Commission Authority. On 6 February the SADCAS CEO addressed 19 officials from the Ministry of Trade and Industry, Cooperatives and Marketing mainly from the Standards Department. This was followed by a meeting with all stakeholders including regulators, senior government officials from public/private conformity assessment service providers and other stakeholders. The stakeholder meeting which was held at Victoria Hotel was attended by 25 delegates.



Hon. Acting Minister (MTICM) - Mrs Mathabiso Lepono thanking SADCAS after receiving the IT equipment for use by NAFP-Lesotho

As part of the visit, the SADCAS CEO handed over IT equipment (laptop, LCD projector, printer, flash disk, IT equipment roll on bag) and six key accreditation standards for use by the NAFP-Lesotho. The handover ceremony was graced by the Honourable Mrs Mathabiso Lepono – Acting Minister Trade and Industry Cooperatives and Marketing and Minister of Gender and Youth, Sports and Recreation. The ceremony which was opened by the Acting Principle Secretary Ministry of Trade and Industry, Cooperatives and Marketing was also attended by the Honourable Mr Khotso Matla the Assistant Minister of the same Ministry.

The purchase of all the items handed over/ to be handed over to NAFPs was financed by the Norwegian Government through NORAD as part of the funding for the establishment and operationalization of SADCAS.

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National Accreditation Focal Points are the administrative links between clients/potential clients in member states and are responsible for the coordination, promotion and marketing of accreditation and SADCAS in member states. These NAFFPs were established by respective SADC member states governments between 2003 and 2005 and they play a key role of pursuing SADC and SADCAS accreditation goals.



From left to right: Dr Chinyamakobvu, Mr Ekelege—MD TBS, Prof. A Pereka—Chairperson TBS Executive Council, Mrs Mutasa, Senior Govt. Official—Min of Industry, Trade & Marketing, Ms Mrosso and Mr Mwakangale

The second visit by SADCAS to member states was to Tanzania from 9 – 11 February 2009. The SADCAS CEO was accompanied by Dr Oswald Chinyamakobvu the SADC SQAM Expert and SADCAS Board member. The visit included a series of meetings with top executives of the Tanzania Bureau of Standards, the Energy and Water Utilities Authority, the Tanzania Food and Drug Authority, Tanzania Industry Research and Development Organization. The meeting with stakeholders from public/private conformity assessment bodies, regulators, academia etc was also attended by a senior government official from the Ministry of Industry, Trade and Marketing. The meeting which was held at Tanzania Bureau of Standards and attended by 30 delegates was opened by Professor Apollinaria Pereka, the Chairperson of the Tanzania Bureau of Standards' Executive Council. The IT equipment handover ceremony was held at the end of the meeting with all stakeholders.

The third visit was to Zimbabwe from 17 to 20 February 2009 and started off with a meeting with Retired Colonel C M Katsande – Permanent Secretary Ministry of Industry and Commerce followed by courtesy calls on Professor W Ncube and Ms P Misihairambwi-

Mushonga the newly appointed Ministers of Industry and Commerce and Regional Integration and International Cooperation respectively. The meeting with regulators was attended by 11 senior executives from Regulatory Authorities and followed by meetings with 10 senior officials from various ministries where IT equipment was handed over. The stakeholder meeting which was attended by over 50 delegates from industry, conformity assessment bodies, academia, regulators and the press was held at the Standards Association of Zimbabwe. The stakeholder meeting was opened by Retired Colonel Katsande the Permanent Secretary Ministry of Industry and Commerce who in his speech emphasized the importance of accreditation and urged stakeholders to be proactive in accreditation matters as it will help revive the Zimbabwean economy. He pledged government's support to the success of SADCAS in Zimbabwe. Mrs Mutasa also had the opportunity to meet with Mr Mabrouk at the African Regional Industrial Property Organization in Harare, Zimbabwe in pursuance of registration of SADCAS trademarks in seven SADC member states that are signatory to the Banjul Protocol.



Retired Colonel C M Katsande—Permanent Secretary Ministry of Industry and Commerce (Zimbabwe) opening the stakeholder meeting



Participants at the stakeholder meeting in Botswana

In Botswana a meeting was held with 10 officials from Clinical Services Department at the Ministry of Health headquarters on 26 February 2009, followed by a stakeholder meeting on 27 February 2009. The stakeholder meeting was attended by 34 delegates from government, industry, conformity assessment service providers and regulators. The stakeholder meeting was opened by Mrs M Marobela, SADCA Board Vice Chairman and SADCA Committee member for Botswana.

Judging by the extent of reach out, the level of attendance and interactions at the stakeholder meetings, the visits undertaken so far to member states have been a great success. Governments and stakeholders now realize the importance of accreditation as a vehicle for socio-economic development. All these meetings were arranged by the respective countries NAFFPs in collaboration with the respective countries SADCA Committee members. SADCAS thank all the respective NAFFPs and SADC Committee members for their time and effort in organizing these meetings. SADCAS also thanks the respective countries' governments for hosting the meetings.

SADCAS looks forward to the other scheduled visits to the remaining member states and is confident that these visits will be equally successful.



SADCAS Courtesy Call on the EU Delegation in Botswana

The SADCAS Chief Executive Officer Maureen P Mutasa paid a courtesy call on the EU Delegation in Gaborone, Botswana on 14 January 2009. Mrs Mutasa met with Mr Mikael Melin. At the meeting, Mr Melin was informed about SADCAS and progress with its set up. Mrs Mutasa also outlined how SADCAS would benefit through assessor/experts/evaluators training programmes under the SADC SQAM/EU project now underway. The meeting also discussed future areas of assistance to SADCAS.



SADCAS Board Establishes Committees

In its quest to effectively govern SADCAS' business and operations, the SADCAS Board of Directors has established three (3) committees namely: the Finance and Audit Committee, the Human Resources and Remuneration Committee and the Accreditation Decisions Committee.

According to its terms of reference which were approved at the SADCAS Board of Directors meeting held on 18 July 2008, the Finance and Audit Committee (FAC) which currently consists of three members assists the SADCAS Board of Directors in discharging its responsibilities relating to budget preparation, expenditure control, and financial reporting in line with accounting standards, compliance with established policies, plans and procedures, safeguarding assets, maintenance of sound and adequate internal control system and ethical conduct.

The Finance and Audit committee held its 1st and 2nd meetings on 17 November 2008 and 12 March 2009. The Finance and Audit Committee will meet at least four times a year.

The Human Resources and Remuneration Committee (HRRC) is responsible for the development and implementation of a comprehensive human resources and remuneration policy and strategy which ensures that SADCAS attracts, develops and retains the best possible skills required to support credible services to its clients. The Terms of Reference (TORS) of the HRRC were approved at the SADCAS Board of Directors meeting held on 18 November 2008. According to the TORS, the HRRC shall meet as it deems necessary but at least twice a year. The HRRC held its 1st meeting on 12 March 2009.

The Accreditation Approvals Committee (AAC) makes all decisions on granting, reducing or extending, suspending and withdrawal of accreditation. The TORS of the AAC were approved at the SADCAS Board of Directors meeting held on 13 March 2009. The Committee will initially comprise of selected members of the SADCAS Board of Directors and shall have the power at anytime to co-opt persons with the necessary technical expertise to assist with the accreditation decisions making process.



SADCAS/SADCA Project Management Committee hold Series of Meetings in November 2008

The Southern African Development Community Accreditation Service (SADCAS) and the SADC Cooperation in Accreditation Project Management Committee (SADCA PMC) held a series of meetings from 16 – 20 November 2008 in Pretoria, South Africa.

The week started off with a meeting of the SADCA PMC where members were updated on the progress with the SADC SQAM/EU project by Dr H Mittmann, the SADC SQAM/EU project Team Leader. The SADCA PMC then spent some time preparing for the other meetings that were to be held during the week and initiated the preparations for the annual SADCA meeting to be held in April 2009 in Gaborone, Botswana. Following on from the SADCA PMC meeting was the inaugural SADCAS Finance and Audit Committee which was held on 17 November 2009 then the SADCAS Board of Directors meeting held on 18 November 2008.

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Members of the SADCAS Board of Directors, SADCAS management and NAFPs at the combined meeting held on 20 November 2008

At the 19th November 2009, combined meeting of the SADCA PMC and SADCAS BoD, members discussed the initiative to establish an accreditation cooperation in Africa, prepared for the combined meeting with National Accreditation Focal Points (NAFPs) and selected experts to participate in the SADC SQAM/EU accreditation component of the project based on experts identified by member states.

The week ended with the combined meeting of SADCAS Board of Directors, SADCA PMC, SADCAS management and NAFPs. This was the first time such a meeting had been held. At the meeting, Mrs Maureen Mutasa the SADCAS CEO presented the SADCAS Business Plan (2008 – 2010), discussed the roles and responsibilities of NAFPs, outlined SADCAS' expectations from NAFPs and discussed the visits to member states.

At the end of a very interactive week of meetings all attendees, SADCA PMC, SADCAS Board of Directors, SADCAS staff and NAFPs went away more inspired and with great enthusiasm to make SADCAS, the first multi-economy accreditation body in the world a success.



Introducing the National Accreditation Focal Points



*Mr Helmir da Conceicao de Oliveira
Barbosa
NAFP-Angola*

Quality Technician at IANORQ. He took up position of NAFP in 2008. Mr Barbosa holds a National Diploma in Environmental Health

Contacts:

IANORQ
Street no. 3, Block 74, 3rd Floor, Flat no. 8, Zone 6, Cassenda
– Maianga
P.O Box 3709 , Luanda, Angola
Ministry of Industry
P.O Box 594
Luanda, Angola
Tel: + 244 222 337294 (D)
Mobile: + 244 925 702970
Fax: + 244 222 396 745 (D)
E-mail: helmir_b@hotmail.com



*Mr Dennis Juta
NAFP-Botswana*

Pincipal Industrial Officer at the Ministry of Trade and Industry, Department of Industrial Affairs. Mr Juta holds a Bachelor of Commerce (Management) degree and a Master of Business Administration (General)

Contacts

Ministry of Trade and Industry, Department of Industrial Affairs
Tholo House, Fairgrounds Office Park, Plot 50369, Gaborone
P/Bag 0014
Gaborone
Botswana
Tel: + 267 3957406
Fax: + 267 3972910
E-mail : djuta@gov.bw; Dennis_juta@yahoo.co.uk

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Introducing the National Accreditation Focal Points



*Mr Viki Mbuya Kanama
NAFP- Democratic Republic of Congo*

Director of Metrology & Technical Control at the Congolese Control Office (OCC). He was appointed NAFP in 2004. Metallurgist Civil engineer by training Mr Kanama has worked for 30 years in OCC.

Contacts

Congolese Control Office
BP 8614-8806
Kinshasa 1
Democratic Republic of Congo
Tel: +243 89 892 2727
Mobile: +243 81 508 2006
E-mail: kanama_viki@yahoo.fr



*Mr Mojoka Azael Makara
NAFP-Lesotho*

Principal Standards Officer in the Ministry of Trade and Industry, Cooperatives and Marketing. He was appointed NAFP-Lesotho in 2003. Mr Makara holds a BSc majoring in Biology and Chemistry.

Contacts

Ministry of Trade and Industry, Cooperatives and Marketing
1st Floor, LNDC, Trade House, Kingsway Road, Code 100
P.O Box 747, Maseru, 100
Lesotho
Tel: + 266 22317454
Mobile: + 266 59093332
Fax: + 266 22310326
E-mail : mojokamakara@rocketmail.com; lessqa@leo.co.ls;
makara-am@ananzi.co.za

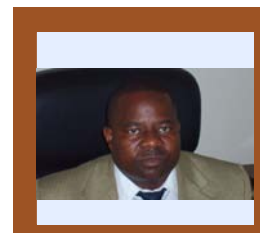


*Mr Razafimahafaly, Séraphin
Andrianantanarivo
NAFP-Madagascar*

Chief Support Department at the Madagascar Bureau of Standards. He was appointed NAFP in 2006. Mr Razafimahafaly holds a Degree in Finance, Accounting, Banking, Microfinance, Business Administration Management.

Contacts

Logt 374, 67 Ha Sud, Antananarivo
Code 101
B.P 1316 Antananarivo 101
Madagascar
Tel: + 261 22 279 70
Mobile: +261 32 02 205 00
E-mail : bnm@moov.mg; sera_bnm@moov.mg;
bnm.seraphin@yahoo.fr



*Mr Davlin Moyenda Damaziel Chokazinga
NAFP-Malawi*

Acting Director General Malawi Bureau of Standards. He was appointed NAFP in 2005. Mr Chokazinga holds a Masters degree in Chemistry and has 20 years' experience in standardization and metrology.

Contacts

Malawi Bureau of Standards
P O Box 946
Blantyre
Malawi
Tel: +265 1 870 488/ +265 1 984 056
Fax: +265 1 870 756
E-mail : davlinchokazinga@mbsmw.org; mbs@mbsmw.org

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Mr Lusungu Mwaungulu
Second NAFF- Malawi

Industrial Development Officer at the Ministry of Industry and Trade. He was appointed NAFF in 2009. He holds a BSc degree in Physics.

Contacts

Ministry of Industry and Trade
P O Box 30366
Lilongwe
Malawi
Tel: + 265 1 770 244
Mobile: + 265 99 960 2763
Fax: + 265 1 770 680
E-mail: lmwaungulu@hotmail.com



Mr Chankar Bheekhun
NAFF- Mauritius

Assistant Accreditation Manager at Mauritius Accreditation System. He was appointed NAFF in 2003. Mr Bheekhun holds a Bachelors Hons. Degree in Technology and a Masters in Business Administration.

Contacts

Ministry of Industry, Science & Research -
MAURITIAS
6th Floor, Air Mauritius Centre, President John Kennedy Street,
Port Louis
Mauritius
Tel: + 230 2107100
+ 230 2110128 (D)
Mobile: + 230 9123621
Fax: + 230 2106101
E-mail: mauritas@mail.gov.mu; cbheekhun@mail.gov.mu



Mrs Guilhemina Nhampulo
NAFF-Mozambique

Officer at the National Institute of Standardization and Quality. She was appointed NAFF in 2007. She holds an Honours Degree in Chemistry.

Contacts

National Institute of Standardization and Quality
1179, 25 de Setembro, 2nd Floor
P.O Box 2983
Maputo
Mozambique
Tel: + 258 21 303822
+ 258 21 303823
Mobile: + 258 824649260
Fax: + 258 21 304206
E-mail: nhampulo_gui@yahoo.com.br;
gnhampulo@mic.gov.mz; innoc@emilmoz.com



Mr Nicky Sindano Iitula
NAFF-Namibia

Standards Officer at the Namibia Standards Institution. He was appointed NAFF in 2006. He holds a Masters of Science degree in Agriculture

Contacts

Ministry of Trade and Industry
Brendam Simbwaye Square, Block B, C/nr, Unland & Goether
Street
P/Bag 13340, Windhoek
Namibia
Tel: + 264 612837229
+ 264 811240991 (D)
Mobile: + 264 811240991
Fax: + 264 61222576 (D)
E-mail: iitula@mti.gov.na; iitulani@gmail.com

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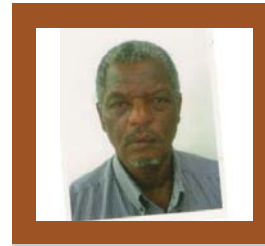


Mrs Amy Quatre
NAFP- Seychelles

Chief Executive Officer—Seychelles Bureau of Standards. She was appointed NAFP in 2009. Mrs Quatre holds a degree in Education and an Advanced Diploma in Quality Management Systems (Singapore). She is also a registered IRCA (UK) Lead Auditor

Contacts

Seychelles Bureau of Standards
Providence Industrial Estate, Victoria
P O Box 953
Mahé
Seychelles
Tel: +248 380 402
Fax: +248 373 826
E-mail : dqsbs@email.se



Mr Henson N Dlamini
NAFP-Swaziland

Quality Assurance Systems Administrator at the Ministry of Enterprise and Employment. He was appointed NAFP in 2003. Mr Dlamini holds a Higher National Diploma in Mechanical Engineering

Contacts

Ministry of Enterprise and Employment
Standardization & Quality Assurance Section
Gwamile Street, Deputy Prime Ministers
P O Box 451
Mbabane, Swaziland
Tel: +268 404 7510(D) +268 404 3201
Mobile: +268 617 9204
Fax: +268 404 3055
E-mail : hensondlamini@yahoo.com; swazisqam@swazi.net
mee@realnet.co.sz

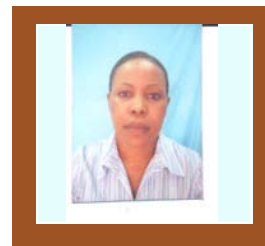


Mrs Stembiso Sybil Dlamini
Second NAFP-Swaziland

Quality Assurance Officer at the Ministry of Enterprise and Employment. She was appointed Second NAFP Officer in 2006. Mrs Dlamini holds a Bachelor of Science degree in Home Economics.

Contacts

Ministry of Enterprise and Employment
Standardization & Quality Assurance Section
Gwamile Street, Deputy Prime Ministers
P O Box 451
Mbabane, Swaziland
Tel: +268 404 7510(D) +268 404 3201
Mobile: +268 617 9204
Fax: +268 404 3055
E-mail : s_dlamini@yahoo.co.uk; swazisqam@swazi.net;
mee@realnet.co.sz



Ms Stella Mrosso
NAFP-Tanzania

Senior Quality Assurance Officer at the Tanzania Bureau of Standards. She was appointed NAFP in 2008. Ms Mrosso holds a Masters degree in Microbiology.

Contacts

Tanzania Bureau of Standards
Sam Nujoma/Morogoro Road Ubungo,
P O Box 9524
Dar- Es – Salaam
Tanzania
Tel: +255 22 2450206
+ 255 22 2450298 (D)
Mobile: + 255 756 590360
Fax: + 255 22 2450959 (D)
E-mail: info@tbstz.org; smrossocoll@yahoo.com

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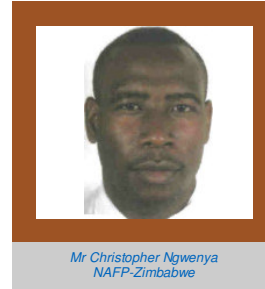


Mr Nteema Njebe Muzandu
NAFP-Zambia

Senior Inspector at the Zambia Bureau of Standards. He was appointed NAFP in 2003. He holds a Bachelors degree in Engineering.

Contacts

Zambia Bureau of Standards
Lechwe House, Freedom Way
P.O Box 50259
Lusaka
Zambia
Tel: + 260 211 231385
Mobile: + 260 977 435020
Fax: + 260 211 284283
E-mail: nmuzandu@zabs.org.zm; nteema@yahoo.com



Mr Christopher Ngwenya
NAFP-Zimbabwe

Acting Superintendent of Trade Measures at the Ministry of Industry and Commerce. He was appointed NAFP in 2008. Mr Ngwenya is currently completing his studies towards a Bachelors degree in Commerce.

Contacts

Ministry of Industry & Commerce
Trade Measures Department
13th Floor Mukwati BLDG. CNR. Livingstone Ave/Fourth St. Harare
P Bag 7708 Causeway
Harare
Zimbabwe
Tel: + 263 4 702731
+ 263 4 707540 (D)
Mobile: + 263 11451243
Fax: + 263 4 707540 (D)
E-mail: fbkarani@mweb.co.zw; chngwenya@yahoo.com;
trademeasureszim@yahoo.com



Mrs Mildred Machiri
Second NAFP-Zimbabwe

Head of Standards Development Levy Fund at the Ministry of Industry and Commerce. She was appointed NAFP in 2008. Mrs Machiri holds a Higher National Diploma in Business Studies and a Degree in Public Finance and Accounting.

Contacts

Ministry of Industry & Commerce
13th Floor Mukwati BLDG. CNR. Livingstone Ave/Fourth St.
Harare
P Bag 7708 Causeway
Harare
Zimbabwe
Tel: + 263 4 702731
+ 263 4 792567 (D)
Mobile: + 263 11 407 545/ 263 912 285 901
Fax: + 263 4 707540 (D)
E-mail 1: fbkarani@mweb.co.zw; hmachiri@yahoo.co.uk

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## Lesotho Embraces Accreditation

In Lesotho, the National Accreditation Focal Point (NAFP) is housed under the Department of Standards and Quality Assurance of the Ministry of Trade and Industry, Cooperatives and Marketing (MTICM). Since its inception, the office was, and is still manned by one officer Mr Motjoka Makara who was appointed in 2003.

The NAFP- Lesotho was launched in 2006 at a ceremony officiated by the Honourable Assistant Minister of MTICM Mr Khotso Matla and attended by Mr R Kaakunga the Chairman of the SADCAS Board of Directors.

Since its establishment, the NAFP-Lesotho has made significant achievements:

- The awareness brochure “Accreditation – what can it do for us? A brief for Chief Executive Officers” was published and it is expected to go a long way in creating awareness on accreditation. A pull-up banner on accreditation has been created and describes what accreditation is all about. The Chief Legal Officer of the MTICM was asked to page through all legislation in Lesotho with the view to coming up with informed decision regarding legislation on accreditation in Lesotho and to this end, the NAFP is working towards creating a legal instrument that will address accreditation issues in Lesotho.
- The Ministry of Health and Social Welfare has made a decision to accredit all its laboratories throughout Lesotho. Training of these laboratories on the requirements of ISO/IEC 17025 is underway.
- Lesotho has trained two and identified eight experts to go for assessor training.
- NAFP Lesotho is also a proud member of a working group on marketing publicity, which is intended to create promotional material for accreditation in the region.

One of the highlights of 2009 was the visit to Lesotho by the SADCAS Chief Executive Officer who met stakeholders and regulators and was able to give potential clients indicative cost of accreditation, which has always been a grey area in the promotion work in Lesotho. NAFP-Lesotho and the top officials of the Kingdom of Lesotho accepted with thanks the handing over of the Information Technology equipment during a reception held on 5 February 2009.

Accreditation has been embraced as an important tool to facilitate regional and international trade, enhance the protection of consumers, improves competitiveness of Lesotho products (goods and services) and as an impartial basis for sound decision making by regulators.

There has been a substantial increase in the number of potential clients for accreditation and this is encouraging and good news for the growth of SADCAS.



## Swaziland Milestones Towards Accreditation

The National Accreditation Focal Point (NAFP) - Swaziland has two designated officers in the Standardization and Quality Assurance Section under the Ministry of Enterprises and Employment. The NAFP's goal is to have at least six (6) conformity assessment bodies accredited by the year 2011/12. This target was set as part of the SADCAS Business Plan (2008 to 2012).

Following its launch, NAFP-Swaziland set off with accreditation awareness campaigns targeting specific conformity assessment bodies. Priority for awareness was given to testing laboratories with special focus on the requirements for accreditation in accordance with ISO/IEC 17025. A special case of medical/clinical laboratories emerged as a national priority.

### Achievements

Since its establishment, NAFP-Swaziland conducted a survey that provided baseline data on the types of conformity assessment bodies operating in Swaziland, their accreditation status and awareness. The result of this survey provided strategic information for the execution of the NAFP's action plan which was developed during the NAFP Workshop held in Pretoria, South Africa in 2006.



Left is Dr Lomkhosi (SWASA), Henson Dlamini NAFP-Swaziland, Honourable Minister of Enterprises and Employment, Dr Xaba (Programme Director) and Mr Kaakunga during Launch

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The NAFP held one awareness workshop in January 2008 in preparation for its launch where eighty (80) stakeholders from both the public and the private sectors attended. The workshop theme was “**Requirements for the competence of testing and calibration laboratories in Swaziland**”. The workshop deliberated on the importance and benefits of accreditation with specific reference to trade and regulatory requirements. The NAFP was successfully launched in February 2008 - an event graced by the Minister for Enterprise and Employment and the SADCA Chairperson Mr Kaakunga.

On 12 June 2008, NAFP-Swaziland held a workshop on the requirements for the accreditation of testing and calibration laboratories. The workshop was attended by fifty (50) participants. The workshop focused on the requirements of ISO/IEC 17025. One of the important resolutions of that workshop was that laboratory managers should allocate resources for laboratory accreditation. There was therefore a need to sensitize laboratory managers on laboratory accreditation and the need for allocation of resources.

Subsequent to the June 2008 workshop, another workshop was held on 7<sup>th</sup> August 2008 for laboratory managers (including medical laboratories) where accreditation requirements were presented, emphasis was on the identification and allocation of resources for accreditation. During this workshop, laboratory managers made commitments to plan for accreditation, identify and allocate resources for training laboratory operators, purchase spare parts, laboratory maintenance, calibration of equipment and participation in testing laboratory proficiency testing schemes.

The NAFP-Swaziland has successfully facilitated the training of seven (7) technical experts in different fields. NAFP-Swaziland has made a positive impact on Government with regard to the awareness on accreditation. A reasonable budget has been allocated to furnish the offices of the NAFP-Swaziland as well as for its operations. All accreditation awareness workshops held in Swaziland were widely publicized in the print and electronic media

#### Future Activities

The NAFP-Swaziland is planning to hold a workshop for medical/clinical laboratories in March 2009. Preparations are at an advanced stage. The next activity is to hold a workshop for Inspection bodies .

The NAFP will measure the impact of its accreditation awareness campaign and is in the process of designing an instrument for determining whether awareness activities are contributing to a positive change of attitudes by stakeholders towards accreditation that will result in the realization of the NAFPs targets.

#### Challenges

Swaziland is in the process of establishing its national quality infrastructure. It is difficult to convince authorities to allocate resources for the establishment of institutions such as the National Standards Body and the NAFP that are emerging simultaneously. The situation is aggravated by the fact that the institutions are birthed by the same Standardization and Quality Assurance Section.



## Assessor Training Courses

Accreditation which is defined as the process of providing recognition to an organization for its competence in performing specific tasks involves the assessment of the technical competence of conformity assessment service providers (testing and calibration laboratories, certification and inspection bodies). SADCAS assessments will be undertaken by assessment teams drawn out of a pool of SADCAS registered assessors.

Training of assessors started in 2005 with funding from PTB Germany and is currently underway with funding from the SADC SQAM/ EU project designed to improve standardization, quality assurance, accreditation and metrology infrastructure in the region. The training courses cover the key accreditation standards ISO/IEC 17025 for testing and calibration laboratories, ISO/IEC 17021 for management systems certification bodies, ISO/IEC Guide 65 for product certification bodies, ISO/IEC 17020 for inspection bodies and ISO 15189 for medical laboratories. These standards constitute the basis for the accreditation of the respective conformity assessment service providers.

Since January 2009, a number of assessor training courses have been held starting with the ISO/IEC 17025 assessor training course held from 20 – 23 January 2009. This course was attended by 12 participants from nine SADC member states namely: Botswana,

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*Participants attending the ISO/IEC 17020 course held from 23 to 26 March 2009 in Gaborone, Botswana*

Democratic Republic of Congo, Mozambique, Namibia, Seychelles, Swaziland, Tanzania, Zambia and Zimbabwe. Ms Jeanne Ranorovelo the SADCAS Technical Manager participated in the course. The ISO/IEC 17021 assessor training course was held from 17 – 20 February 2009 and attended by 22 participants from 12 SADC member states namely: Angola, Botswana, Democratic Republic of Congo, Lesotho, Malawi, Mauritius, Mozambique, Seychelles, Swaziland, Tanzania, Zambia and Zimbabwe. Ms L Dirorimwe the SADCAS Accreditation Administrator also attended the course. The ISO 15189 assessor course was held from 24 – 27 February 2009 and was attended by 21 delegates from 10 SADC member states namely: Botswana, Democratic Republic of Congo, Lesotho, Madagascar, Malawi, Mauritius, Namibia, Tanzania, Swaziland and Zimbabwe.

All the above courses were held in Gaborone, Botswana and delivered by Mr John Peart from the South African National Accreditation System (SANAS). Mrs Maureen Mutasa

the SADCAS CEO opened the courses and in her remarks informed delegates about the procedure followed in identifying experts for training, the stages in the SADCAS assessor training programme, and registration process and highlighted the key role that assessors will play in the SADCAS accreditation process. Every stage of the assessor training programme is carefully evaluated to ensure that competent assessors are qualified for registration as SADCAS assessors.

More assessor training courses are scheduled to be held throughout the course of the SADC SQAM/ EU project being funded by the EU.



## Assessment Experiences from Ms Kezia Mwanga Mbwambo



*Ms Mbwambo is an Analyst in the TBS' Chemistry Laboratory. She holds a BSc in Chemistry and Statistics and MSc in Analytical Chemistry. She has 22 years of experience in analytical work*

Ms Kezia M Mbwambo an analyst in the Chemistry Laboratory at the Tanzania Bureau of Standards was amongst the first group of experts who underwent assessor training program organized by the Southern African Development Community Cooperation in Accreditation (SADCA) in 2005. The training was funded by PTB Germany and 20 experts participated in the training.

Experts for assessor training are identified by the National Accreditation Focal Points (NAFPs) in collaboration with the respective countries' SADCA Committee members and in accordance with a procedure specifically developed by SADCAS for this purpose. The SADCA Project Management Committee then selects experts for training by the NAFP. The SADCAS assessor training programme is in two stages. Stage 1 is a theoretical course aimed at providing participants with a thorough knowledge of the applicable standards and assessment procedures and techniques. Stage 2 involves observing and undertaking assessments under close supervision of a mentor. Each stage of the training programme is evaluated and only candidates who successfully complete stage 1 training proceed to stage 2 which in turn if successfully completed will lead to the qualification and registration as a SADCAS assessor. Assessment teams will be drawn from the pool of registered SADCAS assessors.

Having successfully completed stage 1 training course in 2005, Ms Mbwambo participated as an observer in two assessments. In March 2006 Ms Mbwambo participated in an assessment undertaken by the United Kingdom Accreditation Service (UKAS) of a chemistry laboratory in Kenya. In August 2007 Ms Mbwambo participated in an assessment undertaken by the Southern African National Accreditation System (SANAS) of a microbiology laboratory in Uganda.

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Talking about her experience, Ms Mbwambo said that she found the experience very useful and was privileged to witness assessments conducted professionally by very qualified and experienced assessment teams. Ms Mbwambo's key learning points from the assessments were:

- Assessment is conducted systematically focusing on the scope of accreditation only.
- Assessors must have a good knowledge of the accreditation standards requirements in this case ISO/IEC 17025.
- Assessor is guided by ISO/IEC 17025 and the laboratory quality manual.
- Assessor verifies objectively, compliance to ISO/IEC 17025 with respect to documentation and implementation. At the time of assessments, assessor asks questions, holds interviews, witnesses and checks records to verify and confirm compliance to ISO/IEC 17025. During the assessment, communication must be maintained amongst the team and in particular with the lead assessor to ensure that the schedule is covered comprehensively. Time management is key to ensure that the schedule is covered.
- Any nonconformities identified during the assessments are discussed thoroughly to ensure that they are fully understood by the laboratory staff so that they are able to come up with appropriate corrective actions. The laboratory representative has to sign the nonconformance.
- Assessment is not a policing exercise but a tool for improvement and should be embraced as such.
- Assessor needs to be prepared and organized so as to be able to ask clear questions and obtain information required.

As a recommendation Ms Mbwambo said that observing assessments is a learning stage to improve assessment skills and should be supported and undertaken timeously so that trainees do not loose on the knowledge gained through theoretical training. Ms Mbwambo thanks all those who were involved in making her training possible.



## Accreditation Cooperation—A Case for Africa

In most developed and developing regions except the Africa region, the harmonization of accreditation and conformity assessment schemes through mutual recognition among trading partners is well underway. Mutual recognition is when two or more countries agree to accept the results of conformity assessments carried out in the partner countries based on the criteria of the partner and vice versa. Mutual Recognition Agreements relate to the mandatory or regulated areas. In order to enhance the effectiveness of mutual recognition, a Multi-Lateral Recognition network has been established and is managed by the two international accreditation bodies, the International Laboratory Accreditation Cooperation (ILAC) and the International Accreditation Forum (IAF). Membership to these bodies is largely by regional cooperations such as the European Cooperation in Accreditation (EA), Asia Pacific Laboratory Accreditation (APLAC), the Inter-American Accreditation Cooperation (IAAC) and the Southern African Development Community Cooperation in Accreditation (SADCA). Membership to these regional cooperations consists of accreditation bodies and in the case of SADCA, institutions responsible for accreditation as appointed by the respective member states' governments.

Whilst the Africa region has seven regional economic blocks, only SADC has a functional regional cooperation SADCA. Realizing the need for accreditation cooperation in the whole African continent, discussions were held by representatives of African accreditation bodies on the sidelines of the ILAC/IAF annual meetings held in October 2008 in Stockholm, Sweden. The meeting agreed to explore the establishment of an accreditation cooperation in Africa. A document entitled "Approaches towards an integrated framework for addressing technical barriers to trade and market access issues in Africa" was prepared and will form the basis of discussions to explore the establishment of an accreditation cooperation in Africa. An exploratory workshop will be held in Port Louis, Mauritius from 1 – 2 April 2009 and it is expected that representatives of accreditation bodies and cooperations in Africa will attend the workshop. SADCAS will be represented at this very important workshop. The workshop is being hosted by MAURITAS the Mauritius Accreditation Service and is sponsored by PTB Germany.



## SADCAS and NA Sign Technology Transfer Agreement



*From left to right: Mr Hauge—NA CEO; Mrs Mutasa—SADCAS CEO and Ms Ranorovelo—SADCAS Technical Manager during the signing ceremony.*

SADCAS and Norwegian Accreditation (NA) signed a Technology Transfer Agreement on 30 March 2009 at SADCAS office in Gaborone, Botswana. According to the agreement, NA will assist SADCAS to develop its Quality Management System as well as provide SADCAS with the Electronic Accreditation Process and Package (EDNA). EDNA is an IT software package for the coordination and management of the accreditation process. The NA team comprising of Mr Hauge – Director General NA and Messrs Birkeland and Figenschou were working on site at SADCAS office from 25 March to 4 April 2009. This assistance will go a long way in bringing SADCAS accreditation operations up to speed thus provide the much needed assurance in the data generated by conformity assessment bodies (testing/ calibration laboratories, certification and inspection bodies) operating within SADC region.



## Diary of Upcoming Events

| Dates              | Meetings                                                                                 | Venue                                                      |
|--------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------|
| 2 – 3 March 2009   | ILAC Executive Committee                                                                 | Paris, France                                              |
| 3 – 4 March 2009   | SADC Technical Regulatory Liaison Committee and SADC TBT Stakeholders Committee meetings | Gaborone, Botswana                                         |
| 4 – 5 March 2009   | ILAC Arrangement Committee                                                               | Paris, France                                              |
| 4 – 5 March 2009   | SADCAS official visit to Malawi                                                          | Blantyre and Lilongwe, Malawi                              |
| 9 – 12 March 2009  | SADC/ EU Training course – ISO/IEC 17025                                                 | Gaborone, Botswana                                         |
| 12 – 13 March 2009 | SADCAS Board of Directors meetings                                                       | Pretoria, South Africa                                     |
| 16 – 17 March 2009 | SADCAS official visit to Namibia                                                         | Windhoek, Namibia                                          |
| 23 – 26 March 2009 | SADC/EU Training course – ISO/IEC 17020                                                  | Gaborone, Botswana                                         |
| 2 – 3 April 2009   | African Cooperation in Accreditation meeting                                             | Port Louis, Mauritius                                      |
| 8 – 9 April 2009   | SADCAS official visit to Swaziland                                                       | Mbabane, Swaziland                                         |
| 20 – 25 April 2009 | SADCA SQAM Meetings                                                                      | Gaborone International Conference Centre (GICC) – Botswana |
| 20 April 2009      | SQAM workshop                                                                            | “                                                          |
| 21 April 2009      | SADCMEL meeting                                                                          | “                                                          |
| 21 April 2009      | SADCA PMC meeting                                                                        | “                                                          |
| 21 April 2009      | SADCAS Board of Directors meeting                                                        | “                                                          |
| 21 April 2009      | SADCAS Annual General Meeting                                                            | “                                                          |

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| Dates               | Meetings                                              | Venue                                                      |
|---------------------|-------------------------------------------------------|------------------------------------------------------------|
| 22 April 2009       | SADCMET/TRLC meetings                                 | "                                                          |
| 23 April 2009       | SADCA/TBTSC meetings                                  | "                                                          |
| 23 April 2009       | Launch of SADCAS                                      | The Grand Palm Hotel – Gaborone, Botswana                  |
| 24 April 2009       | SADCSTAN meetings                                     | Gaborone International Conference Centre (GICC) – Botswana |
| 25 April 2009       | SQAMEG meetings                                       | "                                                          |
| 20 – 21 April 2009  | ILAC Accreditation Committee meeting                  | To be confirmed                                            |
| 22 – 23 April 2009  | ILAC Laboratory Committee meeting                     | To be confirmed                                            |
| 24 April 2009       | ILAC PTCG 23                                          | To be confirmed                                            |
| 28 – 29 April 2009  | SADCA official visit to Mauritius                     | Port Louis, Mauritius                                      |
| 5 – 6 May 2009      | SADCAS official visit to Democratic Republic of Congo | Kinshasa, Democratic Republic of Congo                     |
| 2–3 June 2009       | SADCAS official visit to Mozambique                   | Maputo, Mozambique (To be confirmed)                       |
| June 2009           | ILAC AMC Executive, ILAC/IAF JMC and JCCC             | Dubai, United Arab Emirates (To be confirmed)              |
| 15–16 June 2009     | SADCAS official visit to Seychelles                   | Mahe, Seychelles (to be confirmed)                         |
| 22 – 23 June 2009   | IAF Executive                                         | London, United Kingdom                                     |
| 24 June 2009        | IAF/ILAC/ISO JWG and ILAC AMC and IAF MLA MC and JMC  | London, United Kingdom                                     |
| 25 June 2009        | ILAC JCCC                                             | London, United Kingdom                                     |
| 26 – 27 June 2009   | ILAC Executive                                        | London, United Kingdom                                     |
| 30 June—1 July 2009 | SADCAS official visit to Angola                       | Luanda, Angola (To be confirmed)                           |
| 13—14 July 2009     | SADCAS official visit to Zambia                       | Lusaka, Zambia (To be confirmed)                           |

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**SADCAS**  
 Plot 50676, First Floor Block B,  
 BIFM/Fairgrounds Office Park  
 Private Bag 00321,  
 Gaborone  
 Botswana  
 Tel: +267 3132909/ 3132910  
 Fax: +267 3132922  
 Email: info@sadcas.org

**Editors:**  
 Maureen P Mutasa  
 Jeanne Françoise Ranorovelo

**Layout & Design**  
 Linda Dirorimwe

**To be at the cutting edge of  
 accreditation service delivery**

