



APLAC T052 Tensile Test for Metallic Materials Proficiency Testing Program

INSTRUCTIONS TO ACCREDITATION BODIES

1. ORGANIZATION

This proficiency testing program is organized by the Taiwan Accreditation Foundation (TAF) under the auspices of Asia Pacific Laboratory Accreditation Cooperation (APLAC). The objective of this proficiency testing program is to evaluate the competence of laboratories for analysis of Tensile Test for Metallic Materials.

2. SAMPLE

Accreditation bodies (AB) will receive the samples and instruction information (hard copy and soft copy) from the organizers. Each participating laboratory is supplied with two round bars of metallic materials. These are numbered A and B for preparing standard 12.5mm round tensile test specimens. Upon receipt, AB should carefully check the samples (number of samples, physical conditions, etc.) and shall promptly acknowledge the TAF by returning the Receipt Form (for Accreditation Bodies) through E-mail and/or Fax.

Please E-mail and/or Fax to :

Taiwan Accreditation Foundation (TAF)

Ms. Jean Yang

FAX: +886-3-5726308

E-mail: jeanyang@taftw.org.tw

AB is recommended to promptly distribute the samples, together with the Instructions to Participating Laboratories and Result Sheet (hard and soft copy), to their respective participating laboratories.

AB shall remind their respective participating laboratories to carefully check the sample upon receipt and promptly acknowledge the TAF by returning the Receipt Form (for Participating Laboratories) through E-mail and/or Fax.

Each participating accreditation body must be responsible for the shipping fees.

3. TESTS TO BE CARRIED OUT

Please refer to Instructions to Participating Laboratories enclosed. The Instructions to Participating Laboratories documents are master copies. The AB should make copies for distribution to the participating laboratories. Instructions could be e-mailed on request.

If necessary, these should be translated into the appropriate language by the accreditation body.

4. DISTRIBUTION SCHEME

Before the beginning of the distribution scheme, homogeneity tests will be performed by the reference laboratory:

<p>Material and Chemical Research Laboratories In Industrial Technology Research Institute</p>
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It is the responsibility of the accreditation body to make sure that the test samples are dispatched to the participating laboratories in their own economy.

5. DOCUMENTS TO BE SUBMITTED

Within one week of the completion of the testing, participating laboratories are required to fax, e-mail or send to their accreditation body the Result Sheet requested in the instructions to laboratories. No other documentation is required. The accreditation body should provide details of any problems that their laboratories had.

The accreditation body should collect, and e-mail or fax the documentation from the participating laboratories **No later than 31 July 2007** to TAF.

On receipt of the information for this APLAC Proficiency Testing Program, TAF will prepare an interim report on each laboratory then sent back to the participating accreditation body. A final report will be issued at the end of the program with each laboratory only identified by a **confidential** code number.

5. GENERAL INFORMATION

For general queries, please contact:

Taiwan Accreditation Foundation (TAF)

Ms. Jean Yang

FAX: +886-3-5726308

E-mail: jeanyang@taftw.org.tw



RECEIPT FORM

APLAC T052 Tensile Test for Metallic Materials Proficiency Testing Program

In order to monitor the progress of the Proficiency Testing Program, we kindly ask each accreditation body, on receipt of the artifacts, to fill in this **RECEIPT FORM** and E-mail/fax it to:

Taiwan Accreditation Foundation (TAF) Ms. Jean Yang FAX: +886-3-5726308 E-mail: jeanyang@taftw.org.tw
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Thank you in advance for your cooperation.

1. The APLAC T052 artifacts were received on: _____ (date).
2. After inspection, are the contents of the package damaged: Yes No,
if yes, is it still suitable for use? Yes No
3. Is there a Declaration to Customs Officials and Shipping Agents enclosed in the plastic envelope and attached to the outside of the case? Yes No

Remarks: _____

Name of Accreditation Body: _____

Contact Person : _____

Fax : _____

E-mail : _____