

## Application form No. 12

## RMP specific information for accreditation

1. RMP name .....
- Road ..... Sub-district ..... District ..... Province .....
2. Nomination of a senior staff member as a representative in all detail dealing with BLQS-DMSc
- Contacted name ..... Position .....
- Telephone ..... Facsimile .....
- Mobile ..... E-mail address.....
3. Quality manager name ..... Position .....
- Telephone ..... Facsimile .....
- Mobile ..... E-mail address.....
4. Scope of accreditation

No.	Task / activities of RMP performs (CRM or RM) <sup>(#)</sup>	Number of RM per year	Test, analysis, measurement	Assigning property value (including range and uncertainty, if appropriate)	Measurement methods or technical standards <sup>(##)</sup>	Procedure code number

<sup>(#)</sup> **Remarks:-** Please also specify C = Category No. A to E, and S = Sub-category No. and summarized details of RM according to R 07 15 004 Appendix 1.

<sup>(##)</sup> - Please also specify **In-house method**, if RMP doesn't exactly follow the standard method, and please attach with the report of method validation, method verification and estimation of measurement of uncertainty (referred to N 07 15 007).

## 5. Collaborators / subcontractors information

(\* Allowed to re-type or add more attached document but the detail is not less than these.)

No.	Subcontractor name and address	Tasks / activities performed	Accreditation held (where applicable)	Types of testing / measurement activities

Revised by Awiruth. K Reviewed by Sitaphaisith E / [Signature] Approved by P. Soisangwan

**6. Inter-laboratory exercises** for the purpose of assigning property values

(\* Allowed to re-type or add more attached document but the detail is not less than these.)

No.	Type of CRM	Characterization	Name of compared method (s)	Name of compared laboratory(ies)	Date of exercises (DD/MM/YYYY)	Evaluation result (SI units)	Attachment

**7. Date of internal audit** (DD/MM/YYYY) .....

7.1 Every activity was audited  completely  not yet but will be done at (DD/MM/YYYY) .....

7.2 Date of completely closed out the corrective action request (DD/MM/YYYY) .....

**8. Date of management review** (DD/MM/YYYY) .....

**9. Date of customer feedback survey** (DD/MM/YYYY) .....

**10. Complaints:** Number of title ..... are as described about .....

**11. Calibration** (referred to N 07 15 001) (\* Allowed to re-type or add more attached document but the detail is not less than these.)

No.	Equipment	Name of calibration unit, Date (DD/MM/YYYY)		Attachment
		In-house calibration	External calibration	

**12. Document, Information and Records:-** (\* Allowed to re-type or add more attached document but the detail is not less than these.)

They are established, stored, distributed and retained in the form of

No.	Type of document (Both of quality and technical records)	Type of media (Please tick ✓ and specify details)		Retention time
		Hard copy (Please specify format <sup>(#)</sup> )	Electronic media (Please specify details of computer software program <sup>(##)</sup> )	

<sup>(#)</sup> **Remarks:-** e.g. forms, contracts, worksheets, work books, check sheets, control charts/graphs, reports, certificates, statements.

<sup>(##)</sup> - e.g. name, version, validated and in-house developed or off-the-shelf software.

Revised by *Awiruth K* Reviewed by *Sitaphaisith E* / *[Signature]* Approved by *P. Soisangwan*

(Mr. Awiruth Khejonni)

(Ms. Sitaphaisith Ekachampaka/ Mr. Surasak Muenphon)

(Ms. Patravee Soisangwan)

**13. Approved signatory** (who will sign on the certificates or documentation for users in the form of a statement, analysis report, or information sheet howsoever named, with accredited RM production) (If any changes from the last list of approved signatories, please separately submit the official letter to BLQS-DMSc with the supporting evidence as described in G 07 15 017) (\* Allowed to re-type or add more attached document but the detail is not less than these.)

No.	Name – Surname (Mr./Mrs./Ms./Dr.)	Technical and quality position	Graduated qualification, Major	Experience period	RM production that assigned for signatory	Signature of approved signatory

**14. Certificates or documentation for users in the form of a statement, analysis report, or information sheet howsoever named.** (\* Allowed to re-type or add more attached document but the detail is not less than these.)

14.1  Please attach the copy of every type of their examples, which will be used in the scope of accreditation.

14.2 Transmission of them by

hard copy or paper document

telephone

telex

facsimile

on-line computer

electronic or electromagnetic means .....

14.3 Please summarize how to prevent any mistake or unauthorized access, any loss or change of original information, and held securely in confidence, for telephone and facsimile.

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**15. RM Production flow chart and details** (specify all stage / task of RM). (\* Allowed to re-type or add more attached document but the detail is not less than these.)

Stage / Task	Description and associated documents
Production planning	
Selection of subcontractors (if relevant)	
Production control	
Material handling, storage and processing	
Assignment of homogeneity and stability	
Characterization and measurement of property values	
Assignment of property values and associated uncertainties	
Authorization of property values and associated uncertainties	
Authorization of RM documents	
Distribution of RM	

Revised by *Awiruth K* Reviewed by *Sitaphaisith E* / *[Signature]* Approved by *P. Soisangwan*

**16. RMP operation site map** (drawing the landscape of production site and identifying flow chart of RM production).

(\* Allowed to re-type or add more attached document but the detail is not less than these.)

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**17. Attachment** (Those attachments are attached with item 1. – 18. and including with these followings:)

- 1) Quality manual
- 2) Procedures
- 3) Work instructions
- 4) Worksheets / Forms
- 5) Customer manual
- 6) Master list of quality documents
- 7) Technical standards / references of each item
- 8) Internal audit report
- 9) Management review report
- 10) Risk management report
- 11) Method validation report
- 12) Method verification report
- 13) Homogeneity study report
- 14) Stability study report
- 15) Characterization of property values report
- 16) Assignment of properties values and their uncertainties report
- 17) Certificate of RM and relevant documents
- 18) The set of hard copy and electronic media (contained with all of documents were submitted which are in the general kind of file and easily read by the general program and version. Any filled form of BLQS-DMSc is in MS-word file.
- 19) .....
- 20) .....
- 21) .....

**Signature**

**Authorized person name**

( ..... )

**Position**

**Date (date/month/year)**