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ACB Certification Bodies
MIBAS Inspection Bodies
MyGLP Test Facilities
MyPTP Proficiency Testing Providers
SAMM Laboratories
Standards Malaysia Assessors



Department of Standards Malaysia
ACCREDITATION CIRCULAR 4/2021

**IMPLEMENTATION OF LETTER OF UNDERTAKING BETWEEN STANDARDS
MALAYSIA AND CONFORMITY ASSESSMENT BODIES ON THE PROVISION OF
ACCREDITATION SERVICES**

A. Introduction and scope

1. Department of Standards Malaysia (Standards Malaysia) as part of compliance with the requirements of ISO/IEC 17011:2017 – Conformity Assessment – Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies has updated its processes which includes enhancing the existing Undertaking to Comply with the Department of Standards Malaysia (Standards Malaysia) Terms and Conditions Governing the SAMM / ACB / MIBAS / MyPTP Scheme.
2. This circular is to provide accredited/applicant Conformity Assessment Bodies (CABs) on the implementation of the Letter of Undertaking between Standards Malaysia and CAB on Provision of Accreditation Services (Undertaking).
3. This circular only applied to Governmental CABs.

B. Implementation

1. The CAB will receive a Letter of Undertaking between Standards Malaysia and CAB on Provision of Accreditation Services (Undertaking) and will need to respond to Standards Malaysia through Letter of Acceptance on the Provision of Accreditation Services.

2. The CAB will receive the Letter of Undertaking through post and the Letter of Acceptance through email.
3. Conformity Assessment Bodies are provided three (3) months from the date of issuance of this circular to return the duly signed Letter of Acceptance to Standards Malaysia. Failure to return the duly signed Letter of Acceptance within the stipulated timeframe may lead to suspension of your accreditation.
4. The guidelines for the implementation of the Letter of Undertaking is as per Annex 1.

C. Amendments to the Letter of Undertaking

All clauses within this Letter of Undertaking are non-negotiable.

D. Implementation Date

This circular is effective immediately from the date of publication.

E. Enquiries

Should you have any enquiries with regards to the agreement/undertaking, please kindly contact the following:

1. For SAMM Calibration Testing - Cik Nurul Atilia binti Kamarudin – atilia@jst.gov.my or 03-8008 2785
2. For ACB – Cik Nurhadirah binti Adnan - nurhadirah@jst.gov.my or 03-8008 2789;
3. For SAMM Medical Testing – Puan Nur Fatin Abd Hamid - nur_fatin@jst.gov.my or 03-8008 2830
4. For MIBAS or MyPTP - Nur Shafiqah Umaira Bt Mairose – umaira@jst.gov.my or 03-8008 2830

Approved by,

**Director of Accreditation
For the Director General
Department of Standards Malaysia**

Date: 5 April 2021

PROCEDURE FOR IMPLEMENTATION OF LETTER OF UNDERTAKING

