



APLAC STRATEGIC PLAN

PURPOSE

This document sets out the APLAC Strategic Plan, detailing 2 year, 5 year and 10 year goals. This is a dynamic document that will be reviewed at least every two years to ensure its currency.

AUTHORSHIP

This document has been written by the APLAC Board of Management.

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FURTHER INFORMATION

For further information about this publication, contact the APLAC Secretariat, who may be contacted at:

NATA
Level 1
675 Victoria Street
Abbotsford VIC 3067
Australia
Tel: +61 3 9274 8200
Fax: +61 3 9421 0887
Email: aplac@nata.com.au
Web site: www.aplac.org

TABLE OF CONTENTS

	Page
Purpose	2
Authorship	2
Copyright	2
Further Information	2
1. Introduction	4
2. APLAC Vision Statement	4
3. APLAC Goals	5
4. Responsibility	6
5. Review of the Plan	7

1. INTRODUCTION

The Asia-Pacific Laboratory Accreditation Cooperation (APLAC) is formed by accreditation bodies for laboratories, inspection bodies and related activities, and by other organisations interested in accreditation in the Asia-Pacific and neighbouring regions. APLAC was established in 1992 and formalised in 1995 through the signing of a Memorandum of Understanding by 20 accreditation bodies. It was incorporated in New Zealand in 2006 when its Constitution was adopted. APLAC is an independent organisation and its operation is fully funded by its members through paying yearly fees. All members agree to abide by the APLAC Code of Ethics. The highest decision making body of APLAC is its General Assembly. Routine decision making is delegated to the Board of Management (BoM). Work is carried out by its members through its MRA Council and five Committees. Secretariat support is provided by the APLAC Secretariat.

APLAC's objectives, as detailed in its Constitution, can be summarised as follows:

1. To provide a forum for members and interested parties to exchange information, carry out discussion and to provide assistance.
2. To improve the standard of accreditation services offered by its accreditation body members through cooperation, including MRA evaluations, publication of documents, organisation of proficiency testing programs, organisation of training courses and workshops, etc.
3. To develop and promote its Mutual Recognition Arrangement.
4. To cooperate with other organisations with similar or complementary objectives.

The APLAC Mutual Recognition Arrangement (MRA) is an international multilateral recognition arrangement for accreditation of laboratories, inspection bodies and reference material producers. Signatories to the MRA are required to comply with the international standard for accreditation bodies and other requirements adopted by the APLAC MRA Council. The APLAC MRA emphasises technical competence, rigour of evaluation, effective performance monitoring and credibility. Signatories to the APLAC MRA recognise the equivalence of each others' accreditations. They also accept as equivalent endorsed reports and certificates of accredited activities issued by organisations accredited by one another, and recommend other parties to do the same.

APLAC contributes to and supports the objectives and activities of ILAC.

2. APLAC VISION STATEMENT

To be a leading and respected authority providing reliable global solutions for the recognition of technical competence.

3. APLAC GOALS

Under the guidance of its vision statement, APLAC sets short term, medium term and long term goals (for two years, five years and ten years) to achieve APLAC objectives. These are listed below with the main groups responsible being listed in parentheses in bold italics.

3.1 2-year goals

3.1.1 International Relationship

- Retain the recognition of APLAC as an ILAC-recognised region (***MRA Council by 2010***).
- Increase the participation of APLAC members such that the global accreditation structure will be developed in a direction that is in the best interest of APLAC members (***BoM***).
- Enhance the influence of APLAC and its members in ILAC activities and decisions (***BoM, APLAC “mirror” committees to the various ILAC committees – committee Chairs to canvass members’ views and take to relevant ILAC committee***).
- Take a leadership role in the development of global accreditation (***BoM: 17020; TC 212; PT, 17043; PTCG; BIPM***).
- Deepen cooperation and liaison with regional bodies such as PAC and IAAC (***BoM: MRA Council (common membership); committee Chairs (IAAC); APLAC Chair annual meetings with Chairs of IAAC, PAC, APMP***).
- Evaluate the impact of EC regulation relating to accreditation on members (***APLAC Chair and BoM; MRA Council***).

3.1.2 Membership dynamics and analysis

- Further assist the development of the capability of APLAC accreditation body members, in terms of the breadth and effectiveness of their accreditation services (***APLAC committees***).
- Promote and facilitate active participation of members in APLAC activities (***APLAC committees***).
- Promote active contribution by APLAC members to the activities of other organisations with objectives similar or complementary to those of APLAC (***BoM***).
- Liaise and cooperate with IAAC and PAC regarding common membership (***BoM, MRA Council (common membership)***).
- Solve the human resource constraints for active promotion of APLAC and its MRA (***BoM; remind members of obligations under MRA (MR 002 text)***).

3.1.3 Scope and effectiveness of the MRA

- Continue expanding the scope of the APLAC MRA to satisfy the needs of members (***MRA Council***).

- Continue to improve the quality, credibility, effectiveness and efficiency of the APLAC MRA (**MRA Council**).

3.1.4 Administration of APLAC

- Prepare a documented strategic plan (**BoM**).
- Plan for APLAC leadership succession (**BoM**).
- Maintain and enhance relationships with the other APEC Specialist Regional Bodies (**BoM, Technical Committee (APMP); MRA Council (PAC); PIC (PAC)**).
- Continue to provide efficient secretariat services to members (**Secretariat; BoM**).

3.2 Five-year Goals

3.2.1 Internal

- Enhance stakeholder involvement in APLAC activities (**BoM; MRA Council; all APLAC members**).
- Aim to have all APEC economies join APLAC (**APLAC liaison to IAAC**).
- Measure of the performance of APLAC against the goals of the strategic plan (**BoM**).

3.2.2 External

- High level liaison with key complementary organisations, e.g. APEC SCSC, ACCSQ WG 2 (**BoM; APLAC Secretary**).

3.3 Ten-year Goals

3.3.1 All APLAC full members are signatories to the APLAC MRA for all the relevant accreditation services that they provide (**MRA Council**).

3.3.2 Maintain a level of leadership in the global accreditation community commensurate with the importance of our region (**BoM; APLAC “mirror” committees to ILAC committees**).

3.3.3 Continued financial stability and independence of APLAC (**BoM**).

3.3.4 Comprehensive acceptance by all stakeholders of accreditation, of the APLAC MRA and of APLAC initiatives (**all APLAC members; BoM; MRA Council; PIC**).

3.3.5 Preserve the APLAC culture of mutual support and understanding (**all APLAC members**).

4. RESPONSIBILITY

The APLAC Board of Management is responsible for setting up work plans to achieve the goals, through assigning work to the APLAC Committees and coordinating with the APLAC MRA Council. The MRA Council and

Committees shall organise their work and resources, including assigned budgets, to complete the assigned tasks within the agreed time. Where necessary, the committees may need to amend their terms of reference.

The Committees and MRA Council shall report to each BoM meeting, or more often if necessary, on the progress of their work. The BoM shall review the achievement of the goals and make appropriate adjustments to the work plans where necessary.

The MRA Council and Committees may continue to work on issues they initiate themselves and which contribute to achieving the goals of APLAC. Where appropriate, the BoM may also set up ad hoc working groups to carry out specific tasks, and invite members to nominate representatives to join such groups.

The BoM shall report to the General Assembly on the progress in achieving the goals and seek its agreement to any changes to the goals.

5. REVIEW OF THIS PLAN

The BoM shall review this strategic plan at least once every two years and propose amendments for approval by the General Assembly in a meeting or through correspondence.