

## CCIL CONCRETE TESTING LABORATORY CERTIFICATION PROGRAM – COMPLIANCE REPORT

Date(s) of Audit: \_\_\_\_\_

Inspector: Name: Signature:	Laboratory:		
Persons Seen:			
Subject	Y	N	Comments
Certificate Displayed <small>Record any changes in Comments</small>			
Letter of Undertaking			
CV'S (Supervising Engineer & Lab Supervisor)			
Record of Supervising Engineer's visits <small>(not mandatory)</small>			
Equipment List			
Quality Manual <small>(not mandatory)</small>			
CSA A283-06			
CSA A23.1 & 2-14 inc Update No. 1 (Sep 2015)			
ASTM Standards <small>(as required)</small>			
Calibration Records			
All Records Maintained in Ink			
<p>To obtain and maintain certification, a laboratory shall:</p> <ul style="list-style-type: none"> <li>• Comply with the requirements of CSA Standard A283-06;</li> <li>• Demonstrate that its operations are under the supervision of an engineer who satisfies the requirements of CSA Standard A283-06;</li> <li>• Notify CCIL within 30 calendar days of any change in supervising engineer, or any other testing personnel employed by the laboratory;</li> <li>• Ensure that all field and laboratory testing is done by certified personnel;</li> <li>• Maintain the facility and equipment in a manner to ensure all tests comply with the applicable Standard;</li> <li>• Calibrate equipment at intervals specified in CSA Standard A283-06 and the applicable test method;</li> <li>• Report all test results to the client, including deviations or suspected sources of error, and provide an explanatory note; and</li> <li>• Have an annual audit to demonstrate compliance with the requirements of CSA Standard A283-06.</li> </ul> <p>As the supervising engineer, the undersigned agrees to the above conditions</p> <p>Name: _____ Signature: _____</p>			

Deficiencies: changes are required as a condition of continued certification

Clause 8.4.2 of CSA A283 requires that the laboratory shall rectify all nonconformances within 30 days. A single, point-by-point response is required to the above deficiencies, in the same order as listed above, and making reference to other attachments as appropriate. The response shall be on company letterhead, signed by the supervising engineer, sent by e-mail to the Inspector, and received no later than \_\_\_\_\_.

Recommendations: changes are encouraged, but are not a condition of continued certification

As the supervising engineer, and the laboratory supervisor, the undersigned agree that all testing procedures subsequent to the time of the audit will incorporate the required changes.

Name (Supervising Engineer): \_\_\_\_\_ Signature: \_\_\_\_\_

Name (Laboratory Supervisor): \_\_\_\_\_ Signature: \_\_\_\_\_