Canadian Council of Independent Laboratories
Conseil canadien des laboratoires indépendants

CCIL Procedures for Upgrading the Certification of Concrete Laboratories

1 Background

Upgrading the certification of a concrete laboratory occurs when:

i) a laboratory applies for certification in a more advanced category, or

ii) a laboratory applies for certification of one or more additional tests not included in the current Laboratory Certificate.

2 Requirements

The laboratory must be audited to confirm the requirements for the equipment and record keeping as defined in CSA Standard A283-24, CSA Standard A23.2-24 and the CCIL Concrete Testing Laboratory Certification Checklist are satisfied.

The laboratory shall employ technicians qualified to execute all the test methods for which the laboratory is requesting certification. The requirements for technician certification are contained in the document "CCIL Concrete Testing Technician Certification Program Description".

In order to apply for upgrading of certification, the laboratory must not have any outstanding deficiencies, and payment of the annual fees must be up to date.

3 Process

The laboratory's Supervising Engineer must submit a request for upgrade through the CCIL portal.

3.1 Category Upgrade

a) Technicians: where a laboratory applies for certification in a more advanced category, the laboratory shall employ one or more laboratory technicians certified (collectively) for each test method and Standard Practice in Clause 6.2 of CSA A283-24 for Concrete Aggregate (Type R) certification or Clause 6.3 for Advanced Concrete (Type S) certification. Individual technicians shall be certified for the test methods and Standard Practices selected by the Supervising Engineer.

b) Audit: the laboratory shall be audited to confirm it satisfies the equipment, calibration and record-keeping requirements contained in CSA Standard A23.2-24, CSA Standard A283-24 and the CCIL Checklist. A Compliance Report will be completed by the inspector and any deficiencies recorded on the Compliance Report must be corrected, even though the deficiencies may not relate to the test methods that are the subject of the upgrade, prior to issuing the upgraded Laboratory Certificate.

3.2 Additional Tests Upgrade

a) Technicians: where a laboratory applies for new additional laboratory tests, one or more technicians (though not necessarily the same person) shall be certified for the new additional tests. Laboratories holding Basic Concrete (Type Q) certification may apply for certification for any of the test methods or Standard Practices listed in Clause 6.4.1 of CSA Standard A23.2-24; laboratories holding Concrete Aggregate (Type R) certification may apply for any of the test methods listed in Clause 6.4.2; and laboratories holding Advanced Concrete (Type S) certification may apply for any of the test methods (with the exception of ASTM C666) and the Standard Practice listed in Clause 6.4.3.

b) Audit: the laboratory shall be audited to confirm it satisfies the equipment, calibration and record-keeping requirements contained in CSA Standard A23.2-24, CSA Standard A283-24 and the CCIL Checklist. A Compliance Report will be completed by the inspector and any deficiencies recorded on the Compliance Report and must be corrected, even though the deficiencies may not relate to the test methods that are the subject of the upgrade, prior to issuing the upgraded Laboratory Certificate.

Note:

(1) CSA test methods A23.2-1B, 3C (flexural specimens), 12C, and 14C, include both field activities and laboratory activities. The relevant sections of both the Laboratory and Field Examinations must be completed, though not necessarily by the same technician. More details are given in the document 'CCIL Concrete Testing Technician Certification Program Description'.