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| **1.** PROPOSAL MADE BY:  on behalf of**:**  Date: **28 September 2018**  Individual Member Body  or Associate Member Body of EA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (name of the Accreditation Body)  EA Advisory Board:  (name of the Member + College)  Individual stakeholder and Observer:  EA Executive Committee:    EA Committee/Council: \_ \_**Laboratory Committee**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (name of the Committee)  to the General Assembly: |
| **2**  Name of the document to be prepared / **revised**: **EA-4/09 Accreditation for Sensory Testing Laboratories**  Area of application: |
| **3**  Justification for the proposal and identification of the need and target group: **the implementation of the new ISO/IEC 17025: 2017 requires a revision in order to align the document as necessary.**  Benefit:  **4**  Proposed classification: UNCHANGED   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Governance and Policy | Peer evaluation | Members procedural | | Application documents of CABs | | Secretariat and MS | Information, promotional | | Mandatory | Mandatory | Mandatory | Guidance | Mandatory  or Guidance | Informative | Mandatory for use by the Secretariat | Informative | |  |  |  |  | **x** |  |  |  |   Justification: |
| **5**  Is the subject matter being addressed either with EA or elsewhere (ILAC or IAF for example):  No, it is not(please make reference to this circumstance in the previous question)  Yes (please provide information) |
| **6**  Resources required to prepare the proposed document: **A TFG of LC has been appointed in Sept 2018.**  **Relevant stakeholders will be invited to contribute as necessary, notably through E3S (EA Recognised**  **Stakeholder).**  Alternative solution available: |

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| 7  Comment procedure to be applied for the document:  **According to EA-1/14, Application documents with guidance status shall go to the 2 levels of comments at Committee and EA levels. This will be done at LC and EA levels.**   1. To be circulated to **Committee members including relevant stakeholders** for comments:  |  | | --- | | 60 |   Number of days  If less than 60 days, please justify:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  B. To be circulated to **EA Members and stakeholders** for a 60-day comment period, if relevant:   |  | | --- | | 60 | |  |   YES  NO  If less than 60 days, please justify:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |