**FM 006- ARAC PEER EVALUATORS CURRICULUM VITAE FORM**

1. The requested information is confidential; it will only be used by the ARAC MLA Committee for the evaluation and qualification of peer evaluator applicants and for the evaluation of qualified peer evaluators.
2. Candidates to participate in ARAC peer evaluators training courses shall meet the requirements stated in ARAC PR 004 clause 5.2.2.1. The AB is expected to confirm that the candidate meets those requirements before submitting this application.

**To the ARAC MLA Committee Secretary**

### \_\_\_\_\_\_\_\_\_(Name of the Accreditation Body)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### confirms that the information provided in this form is true and accurate.

### The AB presenting this (candidate) peer evaluator to ARAC undertakes to, where possible and based on the requirement established in MD 002, make him/her available for ARAC Peer evaluations at reasonable times on the basis that all expenses of team members apart from salaries will be paid by the accreditation body being evaluated. We also undertake that the (candidate) peer evaluator will, where possible, attend the peer evaluators' training activities as planned by the ARAC MLA Committee.

### Name of the person in the AB responsible for this information: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FM 006 – ARAC PEER EVALUATORS CURRICULUM VITAE FORM**

## 1. Personal Information

|  |  |
| --- | --- |
| Full Name: |  |
| Last Name: |  |
| First Name: |  |
| Accreditation Body: |  |
| Address: |  |
| City/ Postal Code: |  |
| State / Country: |  |
| Telephone (incl. international access code): |  |
| Email: |  |
| Citizenship: |  |
| Native language: |  |

**I am applying to be an evaluator for the following scopes of the ARAC MLA**

(Delete the scopes you are not applying for.)

Calibration - ISO/IEC 17025

Testing

ISO/IEC 17025

ISO 15189 - Medical/Clinical Laboratories

Proficiency Testing - ISO/IEC 17043

Reference Material Production - ISO Guide 34

Inspection - ISO/IEC 17020

Management Systems Certification - ISO/IEC 17021

Quality Management Systems Certification – ISO 9001 (QMS)

Environmental Management Systems Certification - ISO 14001 (EMS)

Food Safety Management Systems Certification - ISO 22003 and ISO 22000 (FSMS)

Information Security Management Systems Certification - ISO 27006 and ISO 27001 (ISMS)

Medical Devices Management Systems Certification Bodies – ISO 13485 (MDMS)

Product Certification ISO/IEC 17065

Certification of Persons ISO/IEC 17024

**Knowledge of languages:**

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| --- |
| I confirm that I have working knowledge adequate to perform a peer evaluation in the following official languages for ARAC Peer evaluation:  English ( ) Arabic ( )  (Note: Working knowledge in the language means that the person is able to: (a) read AB’s documents and records; (b) interview AB staff and assessors; (c) listen to and understand the interviews and discussions during witness of an assessment of a CAB (d) write findings and the evaluation report.) |
| I also have knowledge of the following languages  FRENCH ( ) OTHERS ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

## 2. Education and Training

## 2.1 Professional Education (technical education or undergraduate)

### Describe briefly your academic education or equivalent and grade(s) or degree(s) obtained (include undergraduate and postgraduate studies)

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| --- | --- | --- |
| DEGREE | INSTITUTION | YEAR DEGREE ACHIEVED |
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### **2.2 Courses related to Conformity Assessment and Accreditation**

### Inform the standards and other normative documents for accreditation for which you have received training of at least 16 hours:

### ISO/IEC 17011 ISO/IEC 17020 ISO/IEC 17021 ISO/IEC 17024

### ISO/IEC 17025 ISO/IEC 17065 ISO 15189 ISO 14064

### ISO Guide 34 ISO/IEC 17043

### ISO 14065 ISO 14064-1 ISO 14064-2 ISO 14064-3

### ISO/IEC 22870 ISO 15195 WADA ISL

### ISO TS 22003 ISO 22000 ISO 27006

### ISO 27001 ISO 13485 ISO 9001 ISO 14001

### Global Gap requirements GFSI requirements

### ISO 19011 Others (please specify below)

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**3 Experience in accreditation and conformity assessment**

**3.1 Experience in accreditation body activities**

### Please describe below in detail your experience in the accreditation body. **Make sure you provide information about your experience in the MLA scopes you are applying for.** Provide information on your involvement in activities related to: management of the AB, quality management, management of the accreditation process, management and control of assessors and experts, training and qualification of assessors, observing assessors on site, reviewing assessment reports, participation in the making decisions, organization of proficiency testing or other laboratory inter-comparisons, reviewing proficiency testing reports, participation in and management of committees, conduct of internal audits, and any other activity relevant to the operation of an accreditation body.

| **Period** (month/year) | **Description of activity** |
| --- | --- |
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**3.2 Assessment experience**

### Inform below the standards / scopes of the ARAC MLA for which you are qualified as an assessor or lead assessor, the month/year of qualification and the number of assessments of CABs that you have conducted in last five years. Do not include assessments done as part of your training.

| **Standard/Scope**  (delete or add others if necessary) | **Assessor**  (month / year of qualification) | **Lead Assessor**  (month / year of qualification) | **Number of assessments in the last 5 years(1) (2)** |
| --- | --- | --- | --- |
| ISO/IEC 17020 |  |  |  |
| ISO/IEC 17021 for QMS (ISO 9001) |  |  |  |
| ISO/IEC 17021 for EMS (ISO 14001) |  |  |  |
| ISO/IEC 17021 for FSMS (ISO 22000) |  |  |  |
| ISO/IEC 17021 ISMS (ISO 27001) |  |  |  |
| ISO/IEC 17021 for MD (ISO 13485) |  |  |  |
| ISO/IEC 17024 |  |  |  |
| ISO/IEC 17025 for calibration |  |  |  |
| ISO/IEC 17025 for testing |  |  |  |
| ISO/IEC 17025 + ISO 15195 |  |  |  |
| ISO/IEC 17025 + WADA ISL |  |  |  |
| ISO/IEC Guide 65 & ISO/IEC 17065 |  |  |  |
| ISO 15189 |  |  |  |
| ISO 15189 + ISO 22870 |  |  |  |
| ISO/IEC 17043 |  |  |  |
| ISO Guide 34 + ISO/IEC 17025 |  |  |  |
| ISO TS 22003 |  |  |  |
| ISO 27006 |  |  |  |
| Global Gap requirements |  |  |  |
| GFSI requirements |  |  |  |

1. If you have done more than 30 assessments in the past 5 years, there is no need to specify the number; just inform “more than 30”.
2. (You may mention the total number of assessment you have done. In that case indicate the number of assessments done in the past 5 years, as well as the total number of assessments.

**3.3 Experience in peer evaluations**

### If you have participated in peer evaluations or pre-peer evaluations, please inform below the AB which was evaluated, your function on the team (trainee evaluator, team member or team leader), scope of the MLA that you evaluated and the year when the evaluation was conducted

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**3.4 Experience in standardization and conformity assessment bodies**

### Please describe below:

### (a) your experience in: technical sectors relevant for conformity assessment activities you have been involved with;

### (b) your participation in standardization and in ARAC, ILAC and IAF- mention the standards you have been involved with, the committees, working groups and task forces you have participate in;

### (c) if you have attended meetings of MLA decision making groups, please inform the month/year of those meetings.

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## 4 STATEMENT

I, \_\_\_\_\_\_(name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ declare that the information provided is true and accurate.

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_