

HOKLAS AP004

HKAS Application Package - Accreditation of Food Testing Laboratories

(申請指南中文版本見第 4 頁)

This document provides information relating to the processing of an application for accreditation of a laboratory which provides food testing services. Any laboratory which is interested in seeking HKAS accreditation is reminded to study the related accreditation requirements carefully before submitting its application.

1. Accreditation Standard

The applicant laboratory shall comply with the accreditation requirements given in the following documents:

- 1a. ISO/IEC 17025:2017
General Requirements for the Competence of Testing and Calibration Laboratories

Note: The applicant laboratory may purchase this standard through the Quality Services Division of the Innovation and Technology Commission (ITC).

- 1b. [HKAS Policy Document No. 1](#)
HKAS Policy for Accreditation of Laboratories according to ISO/IEC 17025:2017 under HOKLAS (ISO/IEC 17025:2017 HOKLAS Policy)

2. Regulations for HKAS Accreditation and HKAS/HOKLAS Supplementary Criteria

The applicant laboratory shall also comply with the requirements specified in following documents as applicable.

- 2a. [HKAS 002](#)
Regulations for HKAS Accreditation
- 2b. [HKAS Supplementary Criteria No. 1](#)
Use of HKAS accreditation symbols and claims of accreditation status
- 2c. [HKAS Supplementary Criteria No. 2](#)
Nonconformities and their grading
- 2d. [HKAS Supplementary Criteria No. 4](#)
Interval between On-site Reassessment and Surveillance Visits of an Accreditation Cycle
- 2e. [HKAS Supplementary Criteria No. 6](#)
Code of Conduct
- 2f. [HOKLAS Supplementary Criteria No. 1](#)
Acceptability of Chemical Reference Materials and Commercial Chemicals Used for the Calibration of Equipment

- 2g. [HOKLAS Supplementary Criteria No. 2](#)
All Test Categories - Equipment Calibration and Verification
- 2h. [HOKLAS Supplementary Criteria No. 33](#)
Accreditation Regulations Specific for HOKLAS – Laboratory
- 2i. Other HOKLAS Supplementary Criteria

Type of Tests	HOKLAS Supplementary Criteria
Microbiological Tests	HOKLAS Supplementary Criteria No. 8 'Chinese Medicine', 'Environmental Testing', 'Food', 'Miscellaneous', 'Pharmaceutical Products', Textiles and Garments' and 'Toys and Children's Products' - Microbiological Testing
Polymerase Chain Reaction (PCR) Tests	HOKLAS Supplementary Criteria No. 21 'Chemical Testing' and 'Food' - Polymerase Chain Reaction (PCR) Testing
Chemical Tests	HOKLAS Supplementary Criteria No. 37 'Food' Test Category – Chemical Testing
DNA Sequencing (for species identification)	HOKLAS Supplementary Criteria No. 43 'Chinese Medicine' and 'Food' – Species Identification by DNA Sequencing for Authentication Purpose
Testing for Mainland Voluntary Certification	HOKLAS Supplementary Criteria No. 49 Accreditation Requirements for Undertaking Testing Services for Mainland Voluntary Certification

The above documents are available at the website of HKAS (<https://www.itc.gov.hk/en/quality/hkas/publications/index.html>).

3. Application Process

The applicant laboratory is required to complete the following forms, submit them together with the required documents and pay an application fee (as detailed in [HOKLAS 006](#) – Schedule of Accreditation Fees for Organisations within the Hong Kong Special Administrative Region) to HKAS Executive for processing:

- 3a. [HOKLAS 005](#)
Application for Accreditation of a Laboratory, Proficiency Testing Provider (PTP) or Reference Material Producer (RMP) / Application for Extension of Scope of Accreditation of a Laboratory, PTP or RMP
- 3b. [HOKLAS 007](#)
Assessment / Reassessment Questionnaire for Non-medical Laboratories
- [HOKLAS 007 Annex I](#) – Scope of Accreditation Sought (for new application for accreditation or extension of scope of accreditation only)
 - [HOKLAS 007 Annex II](#) – Checklist (Based on ISO/IEC 17025:2017)

Detailed procedures for HKAS accreditation are given in [HOKLAS IN003](#) [Application Procedures for HOKLAS Accreditation (Informative)].

Please contact Dr HO Chun-wah at 2829 4808 if you have any further queries.

HKAS Executive
November 2024

HOKLAS AP004

香港認可處申請指南 - 食品測試實驗所的認可

本指南乃為有意申請認可處認可資格之食品測試實驗所而設，內容包括有關申請認可資格之資訊。有興趣申請認可資格之實驗所在提交申請前應先細心閱讀相關之認可要求。

1. 認可標準

申請認可資格之實驗所須符合載於以下文件之認可要求：

- 1a. [ISO/IEC 17025:2017](#)
General Requirements for the Competence of Testing and Calibration Laboratories

備註：申請認可資格之實驗所可聯絡創新科技署轄下品質事務部，購買此標準。

- 1b. [香港認可處政策文件第1號](#)
香港認可處在香港實驗所認可計劃下根據 ISO/IEC 17025:2017 向實驗所提供認可服務之政策(香港實驗所認可計劃有關 ISO/IEC 17025:2017 之政策)

2. 認可規例及香港認可處/香港實驗所認可計劃補充準則

申請認可資格之實驗所亦須符合載於以下文件之認可要求：

- 2a. [HKAS 002C](#)
認可處認可規例
- 2b. [認可處補充準則第 1 號](#)
使用認可處認可標誌及聲稱具備認可處認可資格
- 2c. [認可處補充準則第 2 號](#)
不符合項及其評級
- 2d. [認可處補充準則第 4 號](#)
認可周期內進行實地覆審與監察訪問之間相隔之時間
- 2e. [認可處補充準則第 6 號](#)
紀律守則
- 2f. [HOKLAS Supplementary Criteria No. 1](#) (只有英文版本)
Acceptability of Chemical Reference Materials and Commercial Chemicals Used for the Calibration of Equipment
- 2g. [HOKLAS Supplementary Criteria No. 2](#) (只有英文版本)
All Test Categories - Equipment Calibration and Verification
- 2h. [實驗所認可計劃補充準則第33號](#)
實驗所認可計劃之認可規例－實驗所

2i. 其他實驗所認可計劃補充準則 (部分只有英文版本): -

測試種類	實驗所認可計劃補充準則
微生物測試	HOKLAS Supplementary Criteria No. 8 'Chinese Medicine', 'Environmental Testing', 'Food', 'Miscellaneous', 'Pharmaceutical Products', Textiles and Garments' and 'Toys and Children's Products' - Microbiological Testing
聚合酶鏈式反應 (PCR)測試	HOKLAS Supplementary Criteria No. 21 'Chemical Testing' and 'Food' - Polymerase Chain Reaction (PCR) Testing
化學測試	HOKLAS Supplementary Criteria No. 37 'Food' Test Category – Chemical Testing
脫氧核糖核酸測序 (用於物種鑑定)	HOKLAS Supplementary Criteria No. 43 'Chinese Medicine' and 'Food' – Species Identification by DNA Sequencing for Authentication Purpose
中國內地自願性認證相關檢測	實驗所認可計劃補充準則第49號 承擔中國內地自願性認證相關檢測服務的認可要求

上述文件可於本處網頁免費下載

(<https://www.itc.gov.hk/ch/quality/hkas/publications/index.html>).

3. 申請程序

申請認可資格的實驗所須填妥以下表格(只有英文版本)並提交有關文件和按照 [HOKLAS 006](#) (只有英文版本) (Schedule of Accreditation Fees for Organisations within the Hong Kong Special Administrative Region) 繳付申請費用。

3a. [HOKLAS 005](#)

Application for Accreditation of a Laboratory, Proficiency Testing Provider (PTP) or Reference Material Producer (RMP) / Application for Extension of Scope of Accreditation of a Laboratory, PTP or RMP

3b. [HOKLAS 007](#)

Assessment / Reassessment Questionnaire for Non-medical Laboratories

- [HOKLAS 007 Annex I](#) – Scope of Accreditation Sought (for new application for accreditation or extension of scope of accreditation only)
- [HOKLAS 007 Annex II](#) – Checklist (Based on ISO/IEC 17025:2017)

如需詳細了解申請認可資格的程序，請參閱 [HOKLAS IN003](#) [Application Procedures for HOKLAS Accreditation (Informative)](只有英文版本)。

如有任何疑問，歡迎聯絡本處何振華博士(電話: 2829 4808)查詢。

認可處執行機關

2024年11月