



National Accreditation Board for Testing and Calibration Laboratories (NABL)

NABL Webportal Help Manual *(for filling application by Calibration Laboratories)*

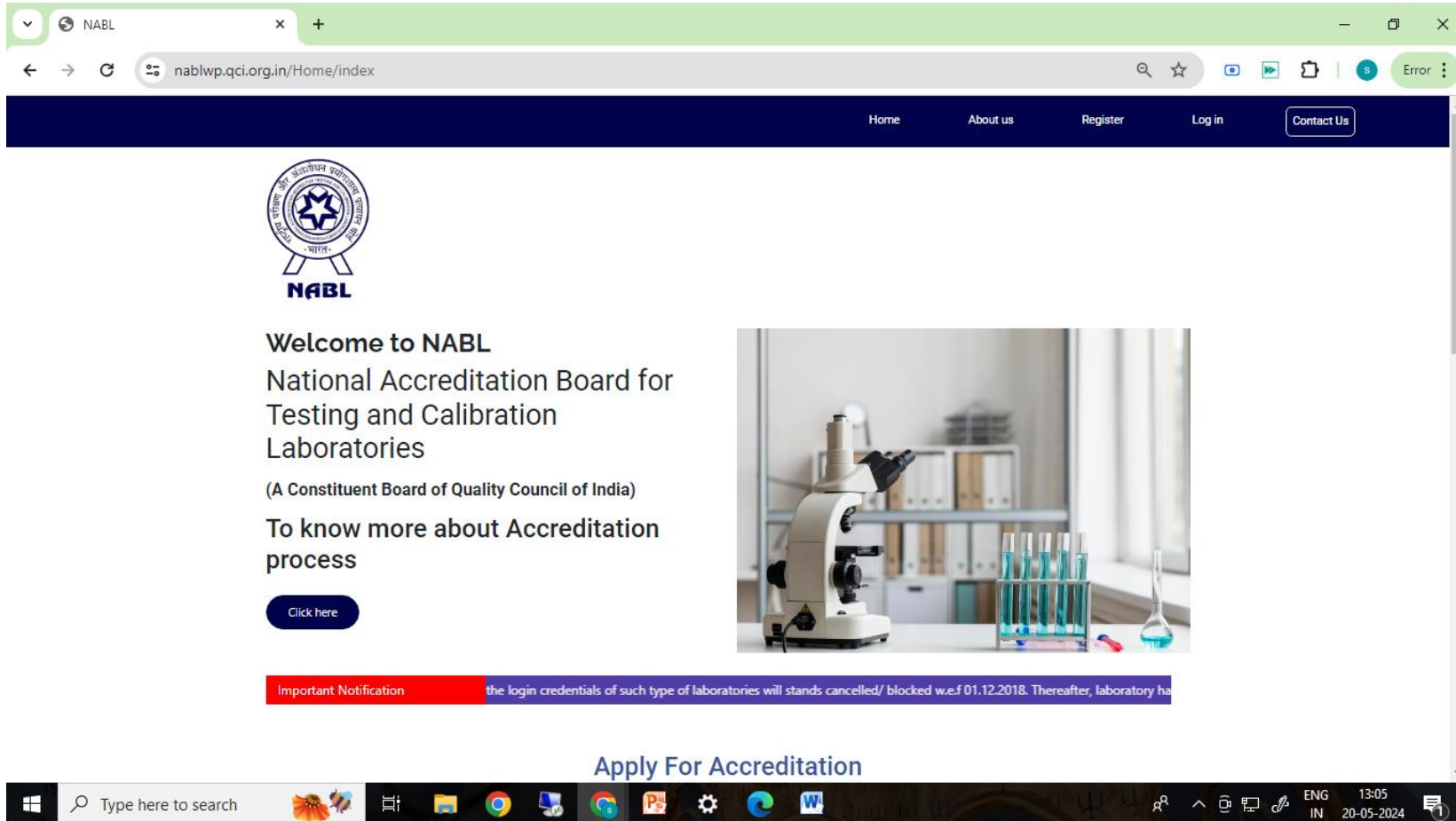
Dated : 20th May, 2024

Table of Contents

- Registration of CAB (Laboratory)	2-5
- Login by CAB (Laboratory)	6-8
- Application Filling	9-10
➤ Laboratory Details	11-14
➤ Discipline Details	15
➤ Scope of Accreditation	16
➤ Organization	17-18
➤ Equipment	19
➤ PT/ILC Details	20
➤ Enclosure	21
➤ Declaration	22-23
- Application Preview	24
- Payment Process	25-26

Registration of CAB (Laboratory)

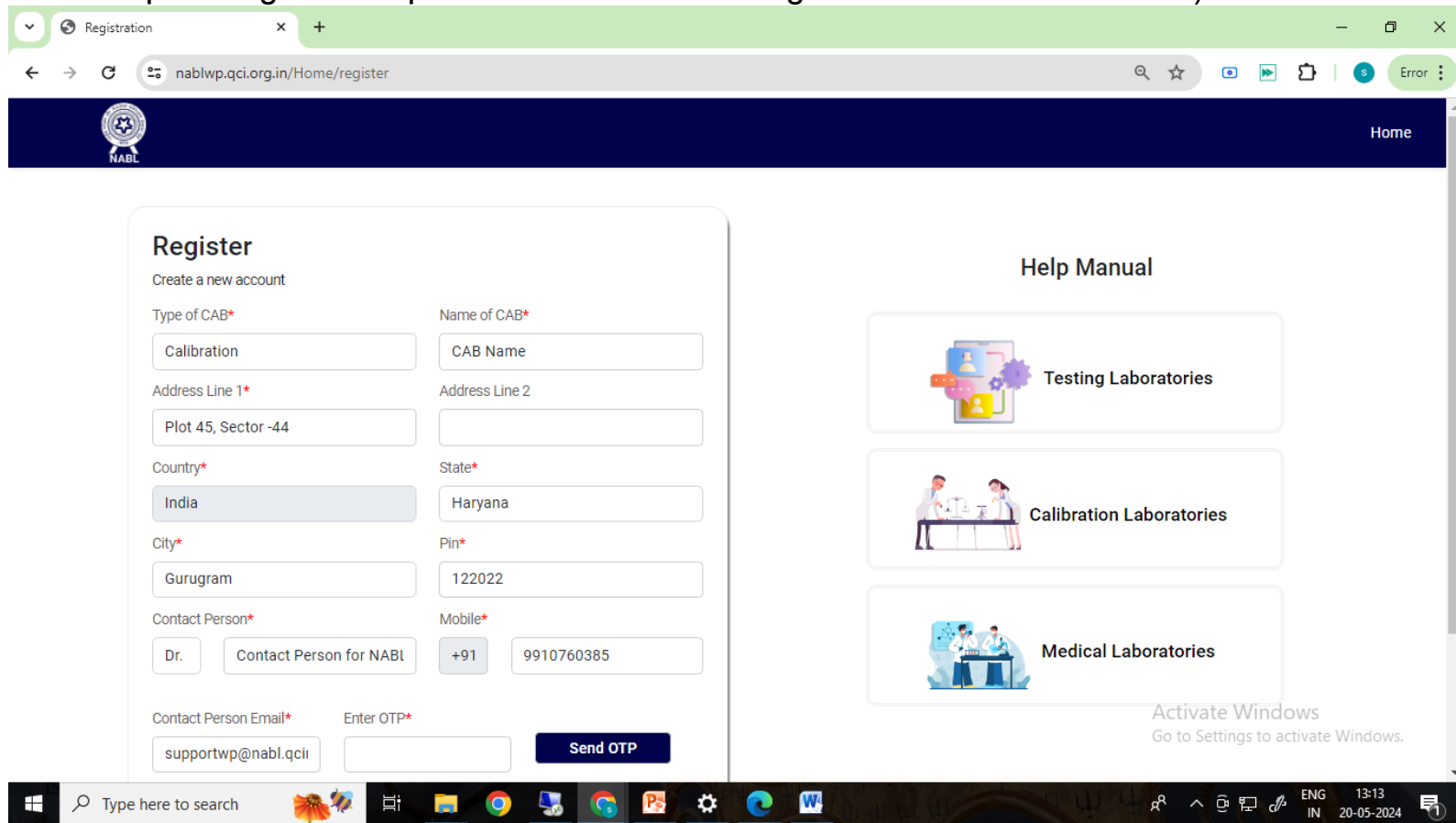
- To Open Registration Page/Form **Visit NABL Webportal registration page** (<https://nablwp.qci.org.in/Home/register>)
OR **Visit NABL Website** (www.nabl-india.org).



The screenshot shows a web browser window displaying the NABL webportal registration page. The browser's address bar shows the URL nablwp.qci.org.in/Home/index. The page features a dark blue navigation bar with links for Home, About us, Register, Log in, and a Contact Us button. Below the navigation bar is the NABL logo, which consists of a circular emblem with a star in the center and the text 'NABL' underneath. The main content area includes the text 'Welcome to NABL National Accreditation Board for Testing and Calibration Laboratories (A Constituent Board of Quality Council of India) To know more about Accreditation process' followed by a 'Click here' button. To the right of this text is a photograph of a laboratory setting with a microscope and test tubes. At the bottom of the page, there is a red banner with the text 'Important Notification' and a blue banner with the text 'Apply For Accreditation'. The Windows taskbar is visible at the bottom of the screen, showing the search bar, taskbar icons, and system tray with the date 20-05-2024 and time 13:05.

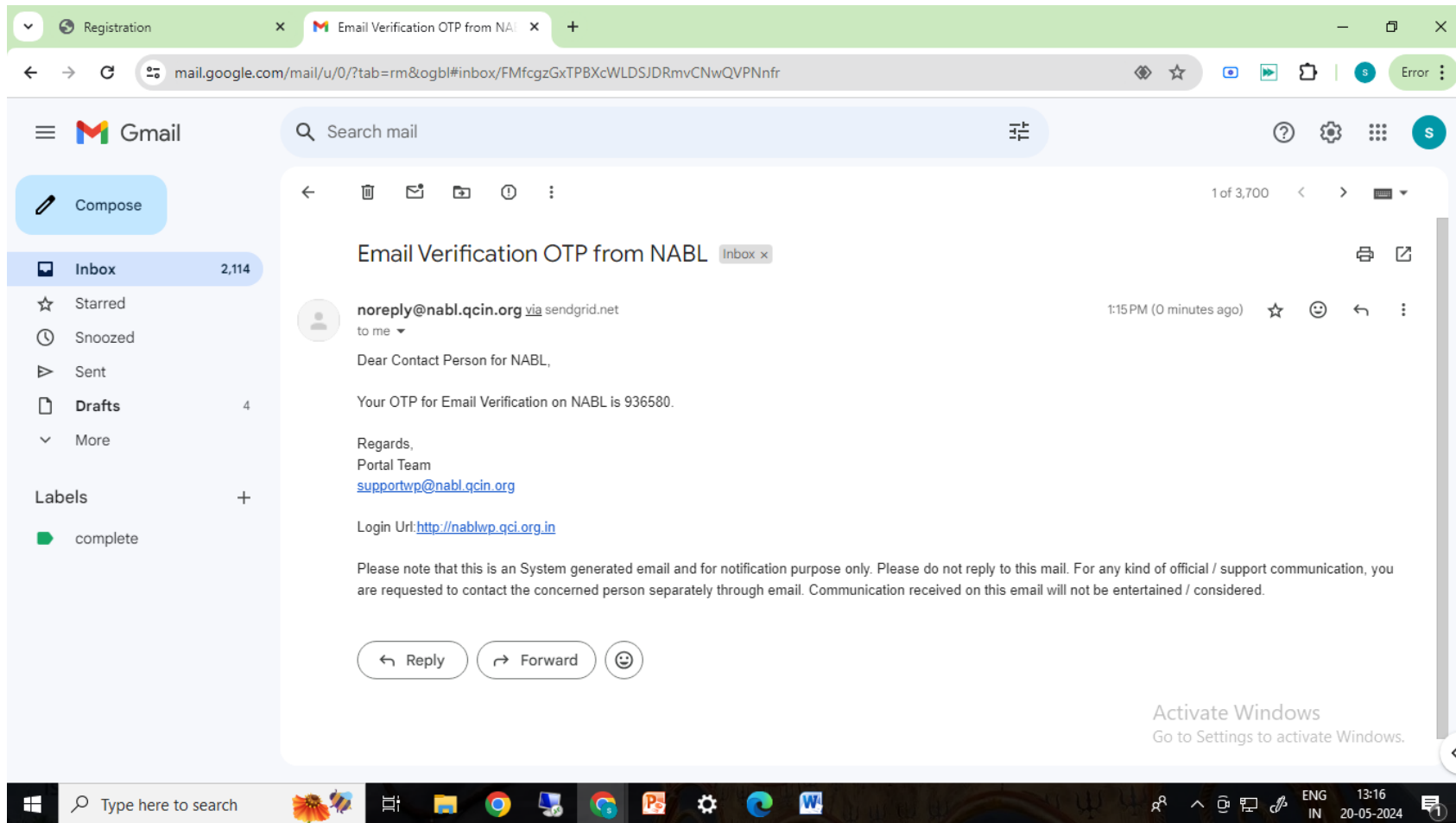
Registration of CAB (Laboratory)

- After Opening the Registration Page / Form, enter all details like Type of CAB (select CALIBRATION), Name of Laboratory, Address of Laboratory, Contact Person Name, Mob. No. and Email ID. (Please ensure to enter valid Mob. No. & Email ID to receive OTP to complete registration process and to receive login username & Password.)



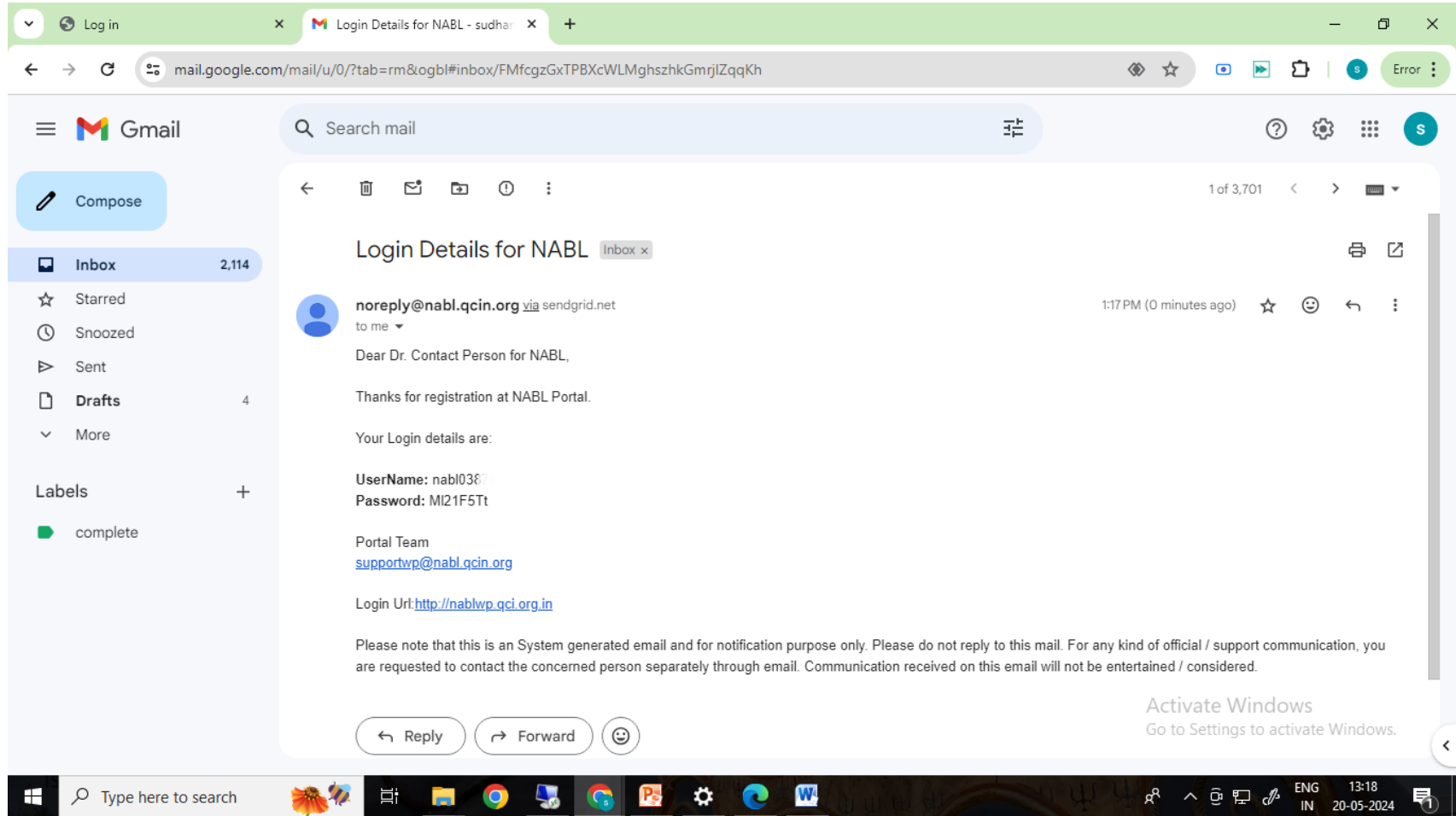
Registration of CAB (Laboratory)

- You will get OTP on your mobile number and email id. You have to validate your mobile number and email id using OTP.



Registration of CAB (Laboratory)

- After successful registration, you will receive Username and password on your email id.



Login by CAB (Laboratory)

- Open the URL <http://nablwp.qci.org.in/Account/Login>.
- It will redirect you to login page
- The login URL is also mentioned in the email sent for Login Username and Password
- Enter the credentials you receive in your email id.

The screenshot displays a web browser window with the URL nablwp.qci.org.in/Home/Login. The page header includes the NABL logo and a 'Home' link. The main content area is divided into two sections. On the left is the 'Log In' form, which prompts the user to 'Enter your account details to log in'. It contains three input fields: 'User Name', 'Password' (with a toggle for visibility), and 'Enter Captcha' (with a captcha image showing the number '098943'). Below the form is a dark blue 'Log in' button, a blue link for 'Forgot Password', and a blue link for 'Register if you don't have an account'. On the right is the 'Help Manual' section, which features three cards: 'Testing Laboratories' with a gear and person icon, 'Calibration Laboratories' with an icon of two people at a table, and 'Medical Laboratories' with an icon of two people in lab coats.

Login by CAB (Laboratory)

- After submitting the credentials you will be redirected to change password screen.
- It is mandatory for first time user to change the password
- New password should have minimum 8 characters with at least one special character, one number, one uppercase letter and one lower case letter.

change password

nablwp.qci.org.in/Home/ChangePassword

NABL

Change Password

Current password

New password

Confirm new password

Change password

Activate Windows
Go to Settings to activate Windows.

Type here to search

ENG IN 13:24 20-05-2024

Login by CAB (Laboratory)

- Upon Login the declaration for Zero Tolerance towards Corruption will appear.

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/Home/CorruptionDeclaration`. The page is titled "Welcome nabl038767," and features a "Logout" button. The main content area is titled "Declaration" and contains the following text:

NABL has Zero Tolerance for assessors and CABs indulging in the following activities under any circumstances/situations:

- Assessor claiming travelling expenditure/ local conveyance from the CABs in cash or by any other mode of payment.
- corrupt practice/availing anything which is not prescribed by NABL (viz. accepting bribes, gifts from the CAB)
- seeking undue favors by assessor (viz. travel for personal use, shopping, sightseeing, events, gifts, mementos, job referrals etc.) or CABs offering such unwanted favors.
- involvement in promotional/ marketing of any brand/ make/ model of equipment, machinery, instruments, providing consultancy, training, business interests

The exchange of gifts, money (in cash or any other mode) or entertainment between CAB and the assessor will be seen as attempts to influence the Assessor which is strictly prohibited by NABL. In order to avoid both real and perceived conflicts of interest, NABL strongly objects the intentional or unintentional exchange of gifts or cash payment or money in any form or any other entertainment during assessment (and at any time before or after the assessment).

Any violation in this respect shall draw adverse actions against the CAB as well as against the assessor.

A button labeled "I read and understood" is positioned below the text.

The Windows taskbar at the bottom shows the search bar, task view, and several application icons. The system tray displays the language as "ENG IN", the time as "13:35", and the date as "20-05-2024".

Application Filling

- After Declaration the requirements and instructions as per NABL 152 - Application Form for Calibration Laboratories will appear.

The screenshot shows a web browser window with the URL nablwp.qci.org.in/Calibration_new/Instructions.aspx. The page header includes the NABL logo, the text "Welcome Lab user", and buttons for "Interact with NABL" and "Log Out". A red warning banner states: "NABL shall refuse to service an application because of proven fraudulent behaviour or falsification of information or violation of accreditation requirements." Below this, a blue header reads "Requirements to be fulfilled and instructions to be followed by the calibration laboratories while applying for NABL Accreditation". The main content area contains four numbered points:

1. Application shall be made in the prescribed form NABL 152 only. All applied disciplines of calibration should be covered in the same application form. The application shall consist of the following:
 - Completed application form
 - Management System Document (how-so-ever named)
 - Prescribed application fees
 - Duly signed NABL 131

Note: Incomplete application, false information and concealing the information and fraudulent behavior, discovered any time during accreditation process may lead to rejection of application or termination of the assessment process by denial of accreditation
2. The applicant/accredited laboratory shall undertake to carry out its calibration activities in such a way as to meet the requirement of ISO/IEC 17025: 2017, NABL Application documents/specific criteria (wherever applicable), other relevant requirements of NABL and the regulatory authorities, as applicable at all times
3. Applicant/accredited laboratories are advised to ensure that the latest versions of NABL documents are available with them and are implemented
4. Laboratories are advised to familiarize themselves with NABL 100A 'General Information Brochure' NABL 100B 'Accreditation Process & Procedure', NABL 216 'Procedures for Dealing with Adverse Decisions', NABL 131 'Terms and Conditions for Obtaining and Maintaining NABL Accreditation' and NABL 133 'Policy for Use of NABL Symbol and/or Claim of Accreditation by Accredited Conformity Assessment Bodies (CAB) & NABL Accredited CAB Combined ILAC MRA Mark' before filling up this form.

The Windows taskbar at the bottom shows the search bar, task view, and various application icons. The system tray displays the language as "ENG IN" and the time as "13:39" on "20-05-2024". A watermark for "Activate Windows" is visible in the bottom right corner of the page content.

Application Filling

- To proceed further please read and accept the information and instructions.

available on NABL website

4. The laboratory shall offer NABL or its representative cooperation for below mentioned process failing which adverse action will be taken as per NABL 216 "Procedures for Dealing with Adverse Decisions".
 - a. undertaking any check to verify calibration capability of the laboratory.
 - b. providing names of all personnel competent to report, review and authorization of results (Signing of calibration certificate) of laboratory.
 - c. assessing the competence of the staff (including staff working in shift operations / at site) during assessment.
 - d. accessing all laboratory areas of operations including Mobile/temporary, site facility, external service provider premises, wherever relevant and applicable
 - e. offering access to relevant areas of the lab for witnessing the calibration being performed
 - f. examining of all relevant documentation and records.
 - g. interaction with all relevant personnel.
5. The Calibration and Measurement Capability is expressed as the least uncertainty of measurement at a defined confidence probability level. It must be expressed at 95% confidence level. The coarser of the uncertainty claimed and the demonstrated during the on-site assessment shall be recommended as CMC. However, in case, laboratory desire for better or finer CMC proper justification with recommendation from assessment team should be provided to NABL.
6. The applicant/accredited laboratory shall be given due notice of any intended changes relating to NABL accreditation criteria and/or accreditation procedure and will also be given such time, as considered reasonable to carry out the necessary changes to its policies/practices & procedure(s). The applicant laboratory shall inform NABL when such changes have been completed
7. The application shall be kept confidential (until required by law) by NABL and information obtained during the processing of application, assessment visit and grant of accreditation shall be safeguarded and dealt with impartiality. The procedure for processing of application for accreditation is given in NABL 100B "Accreditation Process & Procedure".
8. Request for any change in applied scope of accreditation, equipment and personnel including personnel to report, review and authorize the results during ongoing onsite assessment will not be accepted.
9. Laboratory shall keep the submitted application and assessment report strictly confidential & these shall not be disclosed with third party & if application & assessment reports are observed to be disclosed to third party, then adverse action will be taken as per NABL 216 "Procedures for Dealing with Adverse Decisions".

All disputes, if any, arising out of NABL decisions that remain unresolved through mechanism provided by NABL are subject to the exclusive jurisdiction of the Courts at New Delhi and none other.

I have read the above information and instructions.

WE ACCEPT

Activate Windows
Go to Settings to activate Windows.

Application Filling (Laboratory Details>>First Page)

- The first Section of Laboratory details will appear to fill.
- It is mandatory to fill laboratory details first.

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/calibration_new/LabDetails`. The page header includes the NABL logo, a "Welcome Lab user" message, and buttons for "Interact with NABL" and "Log Out". A red warning box contains the following text: "CAB may note that at any point of time during the application process or assessment process, if there is an evidence of fraudulent behaviour or if any false information is provided or if any information is concealed, NABL will reject the application and it's processing or if in accreditation process,then terminate the assessment process.NABL shall refuse to service an application because of proven fraudulent behaviour or falsification of information or violation of accreditation requirements."

Laboratory Details

Name/Identification of the Calibration Laboratory * **Type of Laboratory***

Note: Accreditation is granted to the registered Legal Entity (Ref. Cl. No. 5 mentioned under "Requirements to be fulfilled and instructions to be followed by the calibration laboratories while applying for NABL Accreditation" above), hence the same may be clearly stated above. If the laboratory is a defined part of a legal entity, having a defined name/division, the same may also be stated. In case it is defined part of the legal entity separated through location, then it shall be identified accordingly in unique terms

Note: Indicate exactly how the name and address of the laboratory are to appear on the certificate (In English)

GST Exemption Serial no.3 of chapter 99 of notification no.12 of 2017 dated 28.06.2017 **PAN/TAN***

Goods and Services Tax (GST) Number* **Country ***

(if not applicable then write NA)

State * **City *** **District**

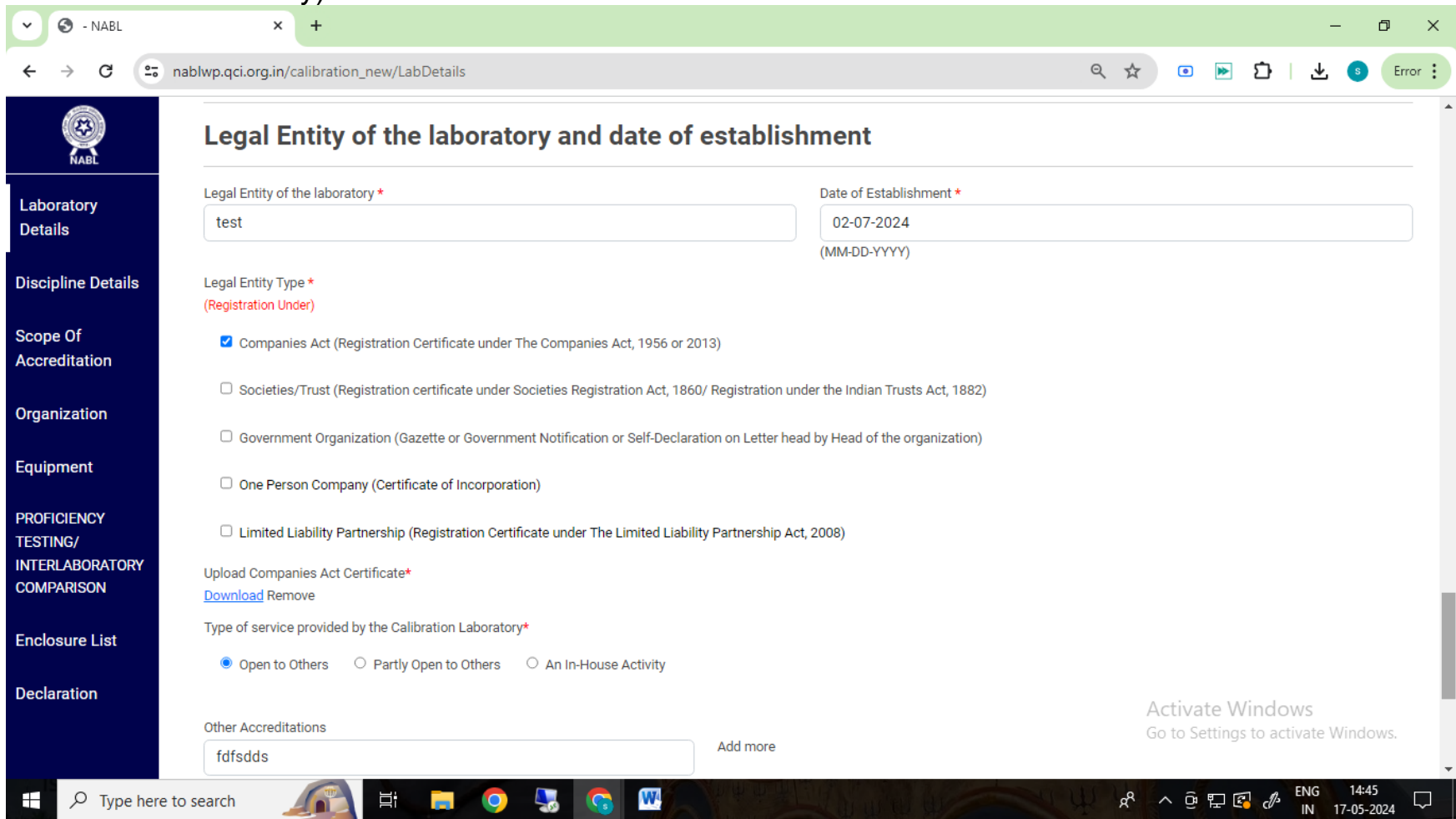
Activate Windows
Go to Settings to activate Windows.

Application Filling (Laboratory Details>>First Page)

- Laboratory details section consists of very basic details like
 - Name of laboratory
 - Address, Mobile number, Email ID
 - GST/PAN
 - Whether lab used Consultant service
 - Whether Any adverse action taken by NABL against lab in past
 - Parent Organisation details (if applicable)
 - Category of calibration facility(s) applied under the scope of Accreditation

Application Filling (Laboratory Details>>Legal entity, Internal Audit and Management Review)

- In this section the Legal Entity details (Name and Type of Legal entity) is to be filled and the legal entity document is to be uploaded (upload document in pdf or jpg format only).



Application Filling (Laboratory Details>>Legal entity, Internal Audit and Management Review)

- Coming down in this section, the details of Service provided like **Open to Others / Partly Open to Others / An In-house Activity** is to be mentioned.
- Also mention whether Internal Audit conducted (Fill IA Dates)
- Also mention whether Management Review conducted (Fill MRM Dates)

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/calibration_new/LabDetails`. The page features a dark blue sidebar on the left with navigation options: Laboratory Details, Discipline Details, Scope Of Accreditation, Organization, Equipment, PROFICIENCY TESTING/ INTERLABORATORY COMPARISON, Enclosure List, and Declaration. The main content area includes a checkbox for 'Limited Liability Partnership (Registration Certificate under The Limited Liability Partnership Act, 2008)', an 'Upload Companies Act Certificate*' section with 'Download' and 'Remove' links, and a 'Type of service provided by the Calibration Laboratory*' section with radio buttons for 'Open to Others' (selected), 'Partly Open to Others', and 'An In-House Activity'. Below this is an 'Other Accreditations' section with a text input field containing 'fdfsdds' and an 'Add more' button. A section titled 'INTERNAL AUDIT AND MANAGEMENT REVIEW' contains two rows of date pickers: 'Date of Last Internal Audit *' with dates '07-02-2024' and '07-02-2024', and 'Date of Last Management Review *' with dates '06-02-2024' and '07-02-2024'. A question 'Whether all requirements of ISO/IEC 17025:2017 covering all activities of laboratory have been audited at least once in last one year *' has radio buttons for 'Yes' (selected) and 'No'. At the bottom, there are 'Update' and 'Next' buttons, a red warning message 'Please save your data first before clicking on Next or Back button.', and an 'Activate Windows' watermark.

Application Filling (Discipline Details)

- After filling the details in Laboratory Details section, open Discipline details.
- Select the Disciplines/Groups (may refer NABL 120)

The screenshot shows the NABL webportal interface. The browser address bar displays `nablwp.qci.org.in/calibration_new/DisciplineGroup`. A red notification banner at the top states: "You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation".

The left sidebar contains the following menu items: Laboratory Details, Discipline Details (selected), Scope Of Accreditation, Organization, Equipment, PROFICIENCY TESTING/ INTERLABORATORY COMPARISON, Enclosure List, and Declaration.

The main content area is titled "ACCREDITATION DETAILS" with a note: "NOTE : Discipline of Calibration for which accreditation is sought". Below the note are two bullet points:

- *For detailed information on classification of groups, NABL 120: Guidance for Classification of Product Groups in Testing & Calibration Fields & relevant specific criteria are to be referred.
- Kindly make all kind of payments through NABL Portal or through the 'Payment Gateway' available on NABL website (www.nabl-india.org)

The form contains two input fields: "Discipline of Calibration for which accreditation is sought*" with the value "Electro-technical" and "Group*" with the value "--Select Group--". Below the form is a red warning: "Please save your data first before clicking on Next or Back button." and two buttons: "Add More" and "Next".

The "Accreditation Details Selected" table is as follows:

S No.	Delete	Field	Discipline	Group	Fees
1		Calibration	Electro-technical	Direct Current	-
Total					0
Electro-technical					33000

The Windows taskbar at the bottom shows the search bar, task view, and several application icons. The system tray on the right indicates the language is "ENG IN" and the date is "17-05-2024".

Application Filling (Scope of Accreditation)

- For entering Scope select the discipline from dropdown, the mapped group will appear in the dropdowns.
- **ENTER/TYPE** Measurand or Reference Material/ Type of instrument or material to be calibrated or measured/ Quantity Measured / Instrument.
- **ENTER/TYPE** Type of Calibration facility, Measurement range and additional parameters where applicable, Capability Mode.
- **ENTER/TYPE** Calibration or Measurement Method or Procedure.

The screenshot displays the 'Scope Of Accreditation' form in a web browser. The browser's address bar shows the URL: nablwp.qci.org.in/calibration_new/ScopeOfAccreditation. The page features a dark blue sidebar on the left with the NABL logo and the text 'QMS Adequacy/ Reply'. The main content area has two buttons at the top: 'Add Scope' and 'View Scopes'. Below these is the title 'Scope Of Accreditation' and a link: 'Refer User Manual for more details.' The form consists of several sections: 1. 'Select Discipline*' with a dropdown menu showing 'Electro-technical'. 2. 'Group*' with a dropdown menu showing 'Direct Current'. 3. A large text input field for 'Measurand or Reference Material/ Type of instrument or material to be calibrated or measured/ Quantity Measured / Instrument*'. 4. A section titled 'Type of Calibration facility (Permanent/ Site/ Mobile/ Permanent Site facility)*' containing five radio button options: 'PermanentCalibration', 'SiteCalibration', 'MobileCalibration', 'PermanentSiteFacility(test)', and 'PermanentSiteFacility(test)'. 5. A system tray at the bottom of the browser window showing the time '15:30' and date '17-05-2024'.

Application Filling (Organization)

- Upload “Organization Chart”.
- Coming down in this section, the lab has to fill the employee details, including senior management and the person proposed to report, review and authorize the test results.
- This section gets activated once the lab fills the scope details under Discipline Details section as shown at later pages in this document.

Organization Details

nablwp.qci.org.in/calibration_new/Organisation

Add Employee Details View Records

Organization

Organization Chart(.pdf, .jpg, .png)
(Indicate in an organization chart the operating departments of the testing laboratory for which accreditation is being sought)

Choose File No file chosen

[View](#)

Save Draft

Senior Management/ Proposed personnel declared to report, review and authorization of results (Signing of test reports) of laboratory / Details of staff (Technical as well as those for support functions)

Employee Type *
--Select Employee Type--

Working Shift *
test

Deputed at:

PermanentCalibration SiteCalibration MobileCalibration PermanentSiteFacility(test) Permanent test

Select Discipline(Laboratory/ Department/ Section)*

Name *
--Select Salutation-- Name

- The mandatory employee details under this section is as below.
 - Details for Head of the laboratory to be mandatorily selected and filled from the dropdown (only one entry allowed).
 - Details of Person Responsible for Management System to be mandatorily selected and filled from the dropdown (minimum one person required, multiple entries (persons) are also allowed).
 - Details of Person Responsible for Technical Operations for **each discipline of scope selected by lab** (minimum one person per discipline required, multiple entries (persons) are also allowed)

NOTE:

1. *In case the above three roles are assigned / taken-up by single person then same details to be entered under the above different heads/category selected from the dropdown)*
2. *The above persons can also be proposed as person(s) to report, review and authorize the test results.*

- The person(s) proposed to report, review and authorize the test results **for each group of scope selected by lab** has to be mentioned (the signature of the person to be uploaded in jpg format)

NOTE:

1. *The lab can also choose the category of “Others” from the dropdown to enter the details of person(s) proposed to report, review and authorize the test results.*

Application Filling (Equipment)

- Fill Equipment details - Select Discipline, Select Group, Name of Equipment, UID of Equipment, Type Of Facility, Model, Make (Name of Manufacturer), Year of Make, Receipt dt. & dt. placed in service, Range, Last Calibration Date, Next Calibration Due Date, Calibrated By, Metrological Traceability.

The screenshot displays the NABL webportal interface for filling an application. The browser address bar shows the URL: `nablwp.qci.org.in/calibration_new/Equipment`. A red warning banner at the top states: "process.NABL shall refuse to service an application because of proven fraudulent behaviour or falsification of information or violation of accreditation requirements." Below this, there are two buttons: "Add Equipment" and "View Records". The main section is titled "Equipment" and contains the following form fields:

- Select Discipline:** A dropdown menu with "Electro-technical" selected.
- Group*:** A dropdown menu with "Direct Current" selected.
- UID of Equipment*:** A text input field with "UID of Equipment" as a placeholder.
- Equipment*:** A text input field with "Equipment Name" as a placeholder.
- Type Of Facility*:** Radio buttons for "Standard maintained" and "Calibration Agency".
- Model*:** A text input field with "Model" as a placeholder.
- Make*:** A text input field with "Make" as a placeholder.
- Year of Make*:** A text input field with "2024" as a placeholder.

A sidebar on the left contains the following navigation items: Laboratory Details, Discipline Details, Scope Of Accreditation, Organization, Equipment (highlighted), PROFICIENCY TESTING/ INTERLABORATORY COMPARISON, Enclosure List, and Declaration. At the bottom, a Windows taskbar is visible with the search bar and various application icons. The system tray shows the date and time: "15:41 17-05-2024".

Application Filling (Proficiency Testing / Inter Laboratory Comparison)

- Fill PT/ILC Details for each Group per discipline.
- The PT/ILC details can be filled for only scope parameters which are entered by lab under Scope section.

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/calibration_new/QualityControlActivity`. The page features a dark blue sidebar on the left with the NABL logo and a menu of options: Laboratory Details, Discipline Details, Scope Of Accreditation, Organization, Equipment, PROFICIENCY TESTING/ INTERLABORATORY COMPARISON (highlighted), Enclosure List, and Declaration. The main content area has two buttons at the top: 'Add Quality Control' and 'View Records'. Below them is the title 'PROFICIENCY TESTING/ INTERLABORATORY COMPARISON' with a subtitle '(For details and other requirements, please refer to ISO/ IEC 17043, NABL 163 & NABL 164)'. The form contains several input fields: 'Type of Participation' with a dropdown menu showing 'Select Participation'; 'Select Discipline *' with a dropdown menu showing '--Select Discipline--'; 'Select Group *' with an empty text box; 'Measurand or Reference Material/ Type of instrument or material to be calibrated or measured/ Quantity Measured / Instrument *' with a text box containing 'Artifact'; and 'Corrective Action Taken (if applicable)' with a text box containing 'Corrective Action If any'. At the bottom of the form, there is a red warning message: 'Please save your data first before clicking on Next or Back button.' and three buttons: 'Back', 'Save Draft', and 'Next'. A Windows watermark is visible in the bottom right corner of the page.

Application Filling (Enclosure-Application Checklist)

- Once all the information is filled in the application the red cross button **X** change to green tick **✓** .

S No.	Information / details provided as part of application	Availability	Pendencies
1	Copy of Legal Identity (Registration Details of the Laboratory)	X	i
2	Scope of Accreditation with Test Methods, Range of Testing and MU	X	i
3	Details of Senior Management with Designation and Contact Details	X	i
4	List of Staff and personnel proposed to report,review and authorization of results	X	i
5	Organization Chart Enclosed	X	i
6	List of Equipments / Reference Material used with details of Traceability	X	i
7	Details of Quality Control Activity/Participation	X	i
8	Dates of Internal Audit and Management Review	X	i
9	Is QMS file Uploaded	X	i
10	Multi Location not allowed	X	i

Kindly Fill the Details for Application Checklist

Activate Windows
Go to Settings to activate Windows.

Application Filling (Declaration)

- Once all the information is filled and application checklist shows no pendency, the declaration tab will auto-appear on the left vertical bar below enclosure.
- This contains declaration as per NABL 152 - Application form for Calibration Laboratories as well as Terms & Conditions for Obtaining and Maintaining NABL Accreditation (NABL 131).

The screenshot shows a web browser window with the URL nablwp.qci.org.in/Test-lab_new/Submit. The page is titled "Terms & Conditions for Obtaining and Maintaining NABL Accreditation". The left sidebar contains a navigation menu with the following items: Laboratory Details, Discipline Details, Enclosure, and Declaration. The main content area displays the following text:

Welcome nabl037688 ,

Terms & Conditions for Obtaining and Maintaining NABL Accreditation

The terms and conditions mentioned in this document is considered as accreditation agreement between NABL and Conformity Assessment Body (CAB). By accepting these terms and conditions, it is implied that a CAB as an applicant and after obtaining accreditation agrees to comply at all times with all Terms and Conditions for NABL Accreditation. Any violation of this terms and conditions (Accreditation agreement) shall result in adverse decision as per NABL 216 'Procedures for Dealing with Adverse Decisions' including legal action.

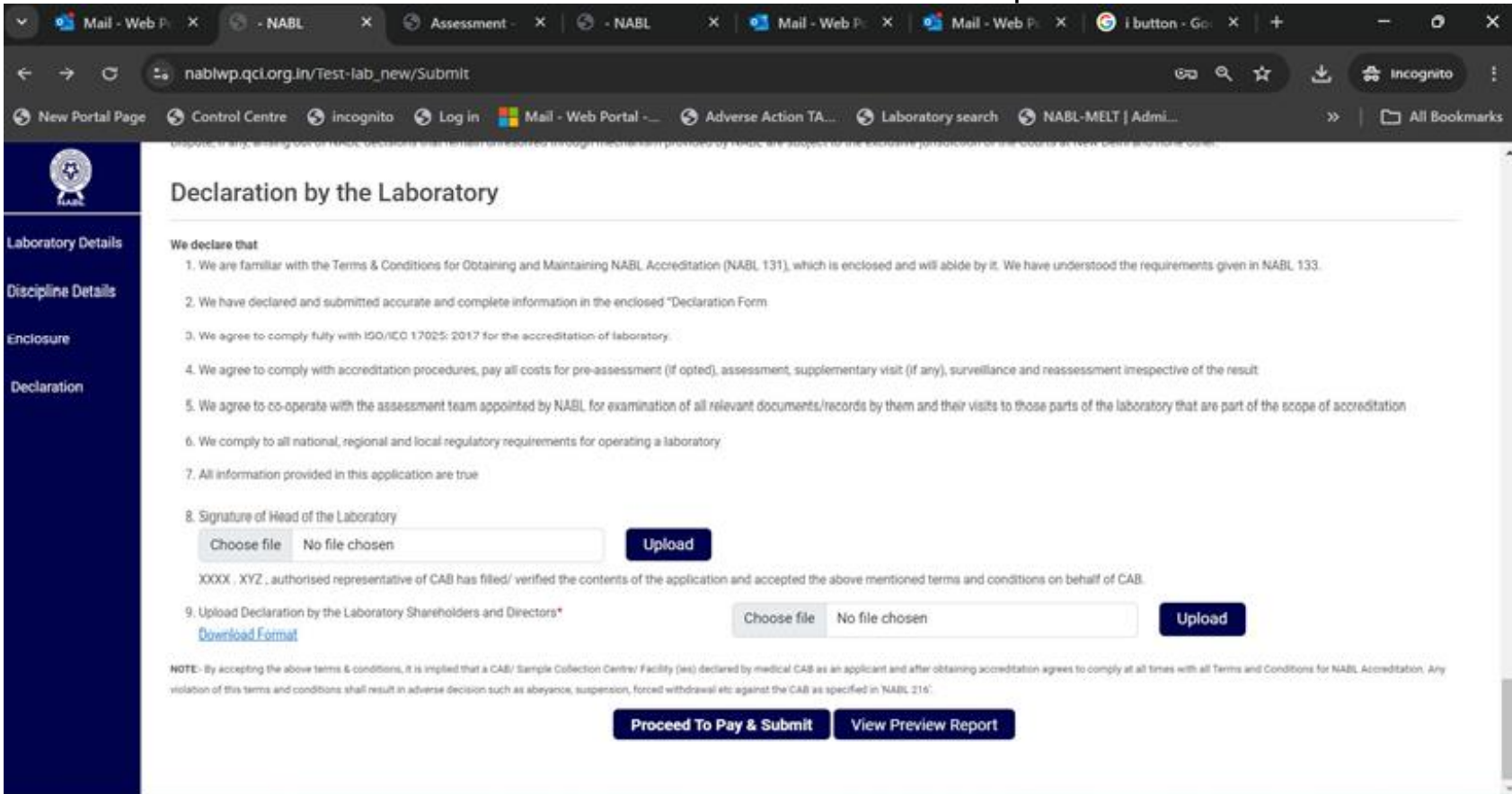
col-

The Conformity Assessment Body (Testing Laboratory/ Calibration Laboratory/ Medical Testing Laboratory/ Proficiency Testing Provider (PTP)/ Reference Material Producer (RMP)) that are applicant or accredited by NABL shall be required to fulfill the following terms and conditions:

1. The Conformity Assessment Body (CAB) shall carry out its Testing / Calibration / Medical/ PTP / RMP activities in such a way as to meet the requirements of relevant standard (eg. ISO/IEC 17025 or ISO 15189 or ISO/IEC 17043 or ISO 17034, whichever is applicable), appropriate NABL specific criteria/application documents (wherever applicable) and other policies of NABL, as relevant to the accredited scope at all times.
2. CAB shall ensure that the latest versions of NABL documents are available with it and are effectively implemented.
3. CAB shall familiarize itself with all relevant standards, NABL documents etc. applicable for particular accreditation scheme.
4. The CAB shall have a valid legal entity status as given below:
 - a. One Person Company (Registration certificate under The Companies Act, 2013)
 - b. Limited Liability Partnership (Registration certificate under The Limited Liability Partnership Act, 2008)
 - c. Company (Registration certificate under The Companies Act, 1956 or 2013)
 - d. Societies / Trust (Registration certificate under Societies Registration Act, 1860/ Registration under The Indian Trusts Act, 1882)
 - e. Government (Gazette or Government Notification or self-Declaration on Letter head by Head of the organization)
5. CAB (Conformity Assessment Body) shall provide all necessary information about its antecedents as required by NABL which shall include but not limited to its background information i.e. history, establishment, ownership, and organizational structure, Key Personnel, Previous Experience, Legal Compliance, Disputes and Complaints if any, Quality Management System, Financial Information if required, Conflict of Interest, Accreditations and Certifications from any other body or Any other information, deemed necessary by NABL to analyse and evaluate the CAB's eligibility for accreditation. By submitting the application for accreditation,

Application Filling (Declaration)

- At the end of the declaration, the Signature of the Head of the Organisation is to be uploaded in jpg format.
- Also the lab is required to upload the Upload Declaration by the Laboratory Shareholders and Directors in the format downloadable on portal.



The screenshot shows a web browser window with the URL nablwp.qci.org.in/Test-lab_new/Submit. The page title is "Declaration by the Laboratory". On the left, there is a navigation menu with the following items: Laboratory Details, Discipline Details, Enclosure, and Declaration. The main content area contains the following text:

We declare that

1. We are familiar with the Terms & Conditions for Obtaining and Maintaining NABL Accreditation (NABL 131), which is enclosed and will abide by it. We have understood the requirements given in NABL 133.
2. We have declared and submitted accurate and complete information in the enclosed "Declaration Form"
3. We agree to comply fully with ISO/IEC 17025: 2017 for the accreditation of laboratory.
4. We agree to comply with accreditation procedures, pay all costs for pre-assessment (if opted), assessment, supplementary visit (if any), surveillance and reassessment irrespective of the result
5. We agree to co-operate with the assessment team appointed by NABL for examination of all relevant documents/records by them and their visits to those parts of the laboratory that are part of the scope of accreditation
6. We comply to all national, regional and local regulatory requirements for operating a laboratory
7. All information provided in this application are true
8. Signature of Head of the Laboratory
 No file chosen

XXXX , XYZ , authorised representative of CAB has filled/ verified the contents of the application and accepted the above mentioned terms and conditions on behalf of CAB.

9. Upload Declaration by the Laboratory Shareholders and Directors*
 No file chosen
[Download Format](#)

NOTE: By accepting the above terms & conditions, it is implied that a CAB/ Sample Collection Centre/ Facility (ies) declared by medical CAB as an applicant and after obtaining accreditation agrees to comply at all times with all Terms and Conditions for NABL Accreditation. Any violation of this terms and conditions shall result in adverse decision such as abeyance, suspension, forced withdrawal etc against the CAB as specified in NABL 216.

Application Preview

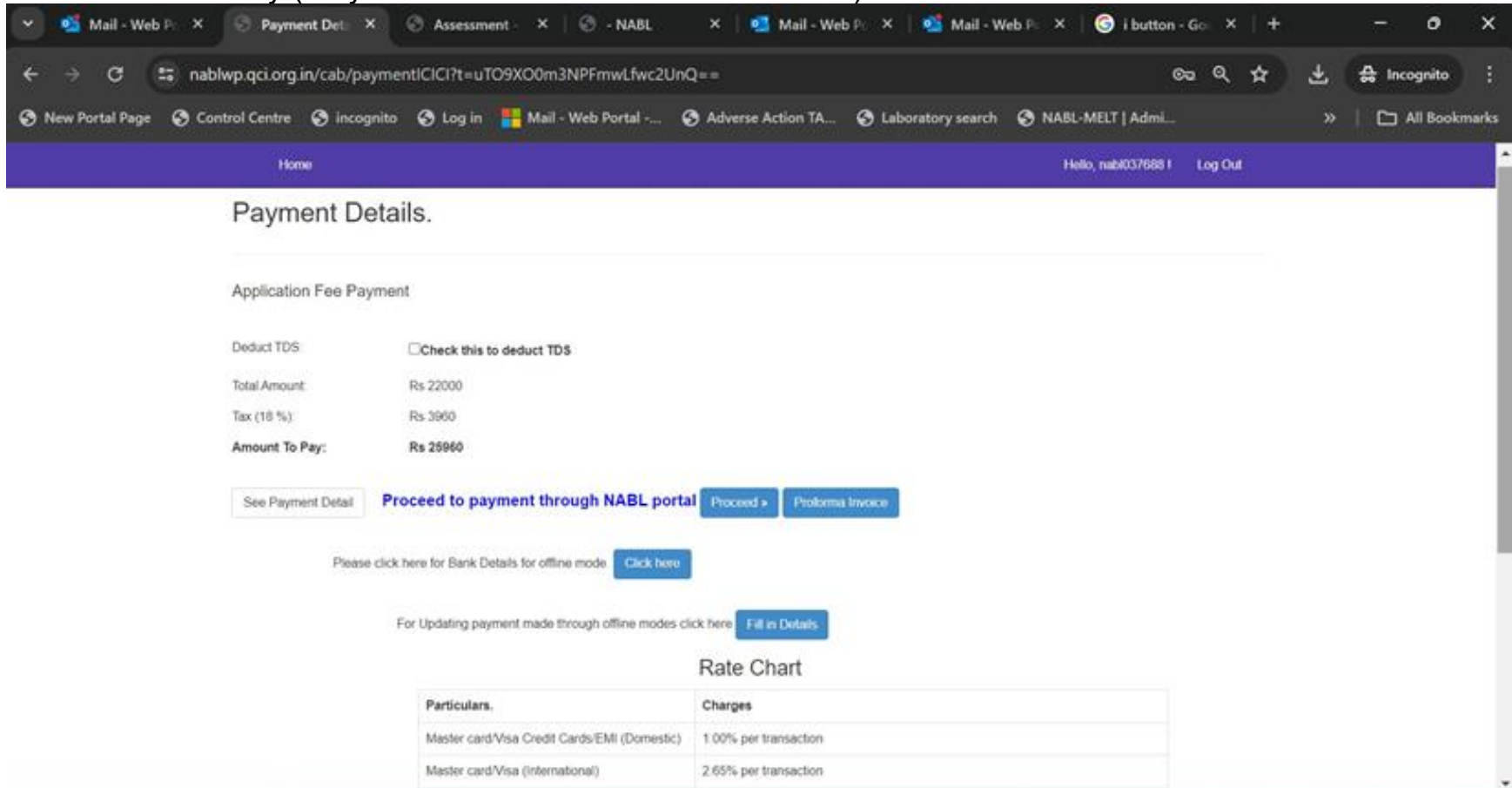
- The laboratory can view the application filled by it by clicking on application preview button (refer previous screenshots).

Laboratory Details

Details	Data Fedded by Lab
Name/Identification of the Calibration Laboratory	CAB NAME
Type of Laboratory	Public
Goods and Services Tax (GST) Number	29GGGGG1314R9Z6
PAN/TAN	ewrw8999Q
Country	India
State	Haryana
City	Gurugram
Landline	-
Does the Laboratory Operate From Different Locations Having Same Legal Identity Within The City?	No
Are you from SEZ region(Special economic zone)	Yes
SEZ certificate	Download
Whether any individual or organization has provided consultancy for preparing towards NABL Accreditation	No
Any adverse action been initiated/taken against the laboratory in the past by NABL	No
Is laboratory working in shifts	No
First Shift	9 hours
Second Shift	
Third Shift	
Contact Person for NABL	
Name	Dr. CONTACT PERSON FOR NABL
Designation	Dummy
Mobile No	9910760385
Telephone No.	-
Fax	-2646456123
Email	sudhanshu.7t@gmail.com
Type of service provided by the Calibration Laboratory	
Permanent Calibration	Yes

Payment Process

- After completing application the laboratory can proceed to payment process for final submission of application. The Proceed to Pay & Submit Button will redirect to payment page showing the application amount as per the groups/discipline selected by the laboratory (may refer NABL 100A for fee structure).



The screenshot shows a web browser window with multiple tabs. The active tab is titled "Payment Del..." and the address bar shows the URL: `nablwp.qci.org.in/cab/paymentICICI?t=UTO9XO0m3NPFmwLfwc2UnQ==`. The browser's address bar also shows "Incognito". The page header is purple and contains "Home" on the left, "Hello, nabl037688 | Log Out" on the right, and a navigation menu with items like "New Portal Page", "Control Centre", "Incognito", "Log in", "Mail - Web Portal", "Adverse Action TA...", "Laboratory search", and "NABL-MELT | Admi...".

Payment Details.

Application Fee Payment

Deduct TDS Check this to deduct TDS

Total Amount: Rs 22000
Tax (18 %): Rs 3960
Amount To Pay: Rs 25960

[See Payment Detail](#) [Proceed to payment through NABL portal](#) [Proceed >](#) [Proforma Invoice](#)

Please click here for Bank Details for offline mode [Click here](#)

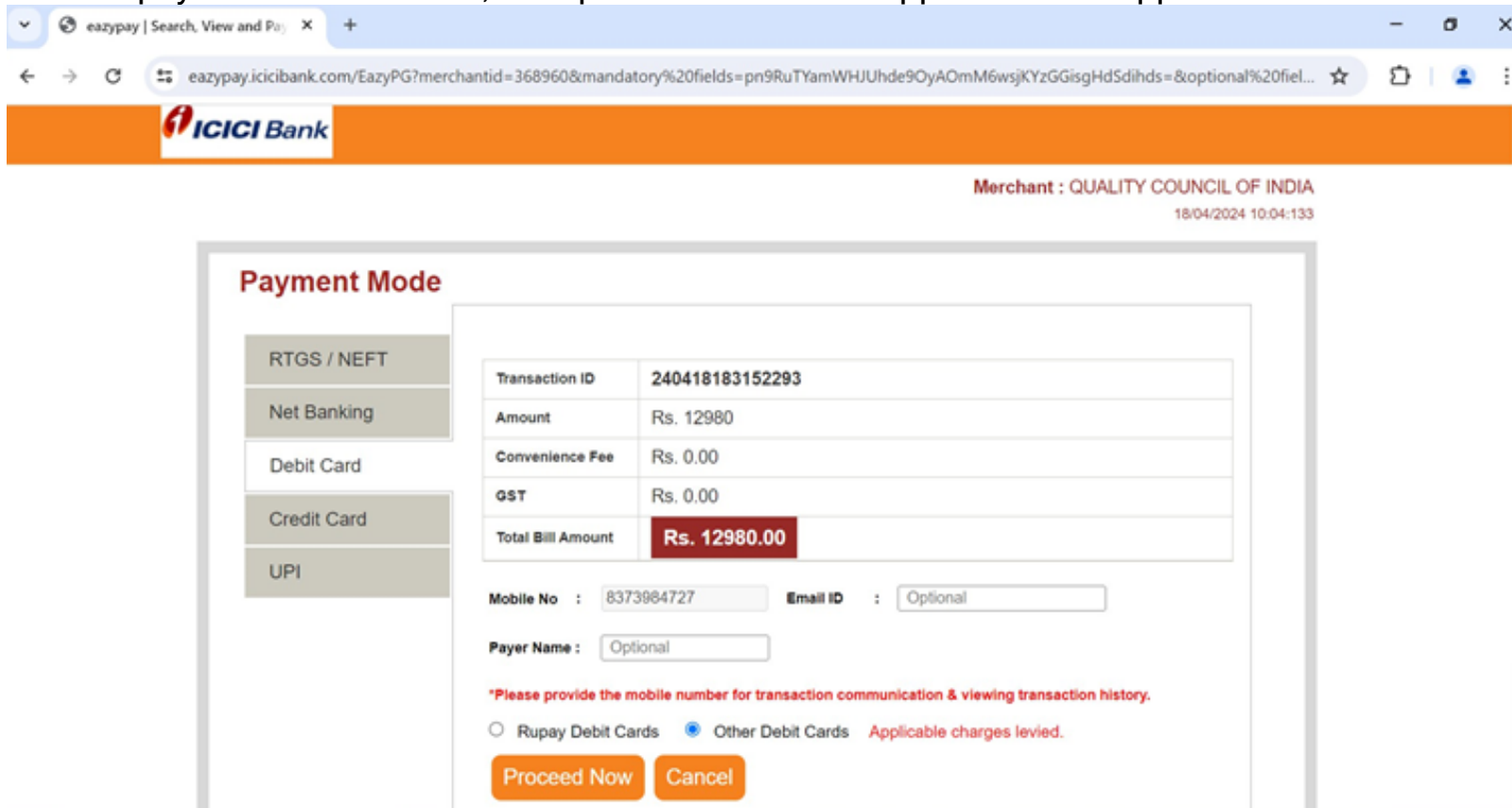
For Updating payment made through offline modes click here [Fill in Details](#)

Rate Chart

Particulars.	Charges
Master card/Visa Credit Cards/EMI (Domestic)	1.00% per transaction
Master card/Visa (International)	2.65% per transaction

Payment Process

To make the payment the laboratory can choose from the different payment modes given on payment gateway page e.g. Debit Card, Credit Card, Net Banking, UPI etc. After payment is successful, the option to Submit the application will appear.



Merchant : QUALITY COUNCIL OF INDIA
18/04/2024 10:04:133

Payment Mode

Transaction ID	240418183152293
Amount	Rs. 12980
Convenience Fee	Rs. 0.00
GST	Rs. 0.00
Total Bill Amount	Rs. 12980.00

Mobile No : 8373984727 Email ID : Optional

Payer Name : Optional

**Please provide the mobile number for transaction communication & viewing transaction history.*

Rupay Debit Cards Other Debit Cards *Applicable charges levied.*

Proceed Now **Cancel**