

# User Manual

Government Water Testing Laboratory  
Accreditation Program (G-LAP)

National Accreditation Board for Testing and  
Calibration Laboratories (NABL)

To apply for **NABL Accreditation for WATER Testing**, on the homepage of **NABL website** ([www.nabl-india.org](http://www.nabl-india.org)) screenshot given below, will be visible. The new user(s) / laboratory(s) are required to click on **"Fresh Accreditation/ New User"**, whereas, the user(s)/laboratory(s) having active NABL Portal login credentials and valid accreditation may click on **"Existing User"**



**New** Government Drinking Water Testing Laboratory Accreditation Program (G-LAP)

**Fresh Accreditation/ New User**

**Existing User**



**राष्ट्रीय परीक्षण और अंशशोधन प्रयोगशाला प्रत्यायन बोर्ड**  
**National Accreditation Board for Testing and Calibration Laboratories**  
(A Constituent Board of Quality Council of India / भारतीय गुणवत्ता परिषद)

हिन्दी

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**NABL Grants Accreditation to**

- ◆ Testing Laboratories as per ISO/IEC 17025
- ◆ Calibration Laboratories as per ISO/IEC 17025
- ◆ Medical Laboratories as per ISO 15189
- ◆ Proficiency Testing Providers (PTP) as per ISO/IEC 17043
- ◆ Reference Material Producers (RMP) as per ISO 17034
- ◆ Biobanks as per ISO 20387

**International Recognition**

- ◆ ILAC
- ◆ APAC

**About Accreditation**

- ◆ Why Laboratory Accreditation?
- ◆ Benefits of Accreditation
- ◆ FAQ
- ◆ Any Query / Feedback / Suggestions

**राष्ट्रीय परीक्षण और अंशशोधन प्रयोगशाला प्रत्यायन बोर्ड**  
**National Accreditation Board for Testing and Calibration Laboratories**  
(A Constituent Board of Quality Council of India/ भारतीय गुणवत्ता परिषद)  
J200, World Trade Centre, Nauroji Nagar, New Delhi, 110029

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Apply now for NABL accreditation for Testing lab /Calibration lab (ISO/IEC 17025), Medical lab (ISO 15189), PTP as per ISO/IEC 17043, RMP as per ISO 17034 and Bio Banking as per ISO 20387

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Suspension of Accreditation

Withdrawal of Accreditation

Lab under adverse action due to misuse of NABL symbol

Apply now for NABL Product Based Accreditation Program

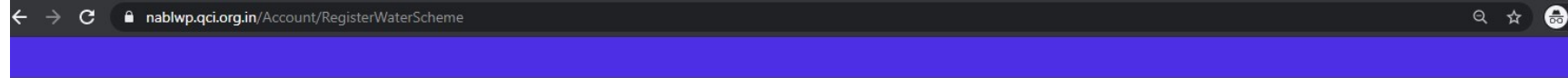
**New** Government Drinking Water Testing Laboratory Accreditation Program (G-LAP)

**Fresh Accreditation/ New User**

**Existing User**

Soil Testing Laboratory Program

On clicking the **"Fresh Accreditation/ New User"** Tab/Button, it will take you to a new screen (as below) URL <https://nablwp.qci.org.in/Account/RegisterMed>. A Registration Form will get open as per below screen. Enter all the details with valid mobile number and email id. You will get OTP on your mobile number and email id. You have to validate your mobile number and email id using OTP. After entering OTP, your mobile number and email id will be validated. This will complete the registration. After successful registration, you will receive Username and password on your email id.



## Register.

Create a new account to apply for Water Testing Laboratory (Ministry of drinking water).

Type of CAB*	Testing	▼
Name of Laboratory*	<input type="text"/>	
Address Line 1*	<input type="text"/>	
Address Line 2	<input type="text"/>	
Country*	India	▼
State*	--Select State--	▼
City*	--Select City--	▼
Pin*	<input type="text"/>	
Contact Person*	Dr. ▼	<input type="text"/>
Contact Person Mobile*	+91	<input type="text" value="10 digits"/>
Contact Person Email*	<input type="text"/>	<input type="button" value="Send OTP (one time password)"/>
Enter OTP*	<input type="text"/>	

[Help Manual](#)

Please Enter mobile no. and Email-ID carefully. You will get OTP on mobile/Email for verification.

Laboratories which have been registered on the Portal but not filled the details other than basic details or having multiple registrations with same details or not active for a long time, the login credentials of such type of laboratories will stands cancelled/ blocked w.e.f 01.12.2018. Thereafter, laboratory has to register a fresh.

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Designed by : 7Techies

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After registration is completed, login page will appear as below. On your first login, you will be redirected to change the password.

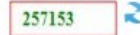


Enter your account details to log in.

User name

Password

Enter Captcha



[Forgot Password](#)

[Register if you don't have an account.](#)

[Help Manual](#)

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The change password screen will appear as below. You need to enter the system generated password received by you on the registered mobile number and email and new password to be created is to be entered, (Please note the new password should have atleast 8 characters in alphanumeric combination with one special character like @, \$, #, & etc. available on your computer/laptop keyboard..

The screenshot displays a web browser window with the following elements:

- Browser Tab:** - NABL
- Address Bar:** nablwp.qci.org.in/Account/ChangePassword
- Page Header:** Home (left), Hello, nabl015371! Log Out (right)
- Main Content:**
  - Change Password
  - Current password
  - New password
  - Confirm new password
  - Change password
- Page Footer:**
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  - Privacy Policy || Disclaimer || Refund and Cancellation
  - Designed by : 7Techies
- Windows Taskbar:** Search bar (Type here to search), taskbar icons (Edge, Chrome, VLC, Word, Mail, Excel, PDF, etc.), system tray (18:45, 25-04-20, ENG, 2 notifications).

On first login with new changed password, the below screen with the instructions will appear. Kindly go through the instructions.

The screenshot shows a web browser window with the URL [nablwp.qci.org.in/Test-Lab/Instructions.aspx](http://nablwp.qci.org.in/Test-Lab/Instructions.aspx). The browser's address bar and tabs are visible at the top. The page content includes a navigation bar with 'NABL Home' and a user greeting 'Hello, nabl017633 | Log Out'. A red text notice reads 'CAB may note th'. Below this, a red heading states 'You are filling the Application as per ISO/IEC 17025: 2017 under catgeory for First Accreditation'. The main section is titled 'Testing Laboratory Details' and contains a 'Terminate this Application' button. A central box titled 'Instructions' lists the following points:

1. The applicant CAB shall undertake to carry out its testing activities in such a way as to meet the requirement of ISO/IEC 17025:2005 or ISO/IEC 17025:2017 whichever is applicable, NABL specific criteria, other relevant requirements of NABL and the regulatory authorities, as applicable at all times. CAB applying for accreditation as per ISO/IEC 17025: 2017 shall comply with NABL document NABL 165; 'NABL's Policies for Accreditation as per ISO/IEC 17025:2017'.
2. Applicant CABs are advised to ensure that the latest versions of NABL documents are available with them and are implemented.
3. The application fee and other necessary charges related to accreditation process is given in NABL document NABL 100 'General Information Brochure' under NABL Finance and NABL Fee Structure'. NABL 100 is available on NABL website.
4. CABs are advised to familiarize themselves with NABL 100 'General Information Brochure', NABL 201 'Procedure for dealing with Changes in Accredited Conformity Assessment Body's Operations', NABL 216 'Procedures for Dealing with Adverse Decisions', NABL 131 'Terms and Conditions for Obtaining and Maintaining Accreditation' and NABL 133 'NABL Policy for Use of NABL Symbol / Claim of Accreditation by Accredited Conformity Assessment Bodies & NABL Accredited CAB Combined ILAC/MRA Mark' before filling up this form.
5. The applicant CAB shall provide photocopy of following appropriate document(s) in support of the legal status claimed:
  - i. Proprietorship firm (Copy of Bank Passbook/Account Statement of CAB & ID of Proprietor)
  - ii. Partnership (Copy of Registration under 1932 Act)
  - iii. Company Act (Copy of Registration under 1956 Act)
  - iv. Societies Registration Act (Copy of Registration under 1860 Act)
  - v. Indian Trust Registration Act ( Copy of Registration under 1882 Act)
  - vi. Government (Copy of Government Notification/ Declaration etc.
6. The applicant CAB shall intimate NABL about any change in the information provided in this application such as scope applied for accreditation, personnel and location etc. within 15

The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date 11/2/2020 and time 5:11 PM.

The laboratory needs to accept and follow the instructions to proceed further.

NABL Home Hello, nabl017633! Log Out

12. The details of CAB locations and the tests which the CAB intends to cover vide NABL accreditation must be listed clearly. The tests those are performed at site should be clearly identified in the scope of accreditation.

Note: CAB operates from different locations in the same district may apply for NABL accreditation as a single CAB. The details of each location shall be explicitly mentioned in application form. In events where the CAB operates from different district, each CAB shall apply separately for accreditation except those cases where safety or regulatory requirements are there for operation of the CAB. In such cases, the CAB shall provide the proper justification.

13. The CAB shall offer the NABL or its representative cooperation in:

- a. undertaking any check to verify testing capability of the CAB.
- b. the CAB shall unambiguously provide names of all authorized signatories who are responsible for authenticity and issue of test certificates and reports.
- c. offering access to relevant areas of the CAB for witnessing the test being performed.
- d. examination of all relevant documentation and records.
- e. interaction with all relevant personnel.

14. The CAB shall take all necessary actions and discharge all non-conformities raised during the assessment within the stipulated time. The same shall be verified to the satisfaction of NABL. The final decision on accreditation shall rest with NABL.

15. 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 100.

16. The application must be filled up by authorised representative ( Chief Executive / Person Responsible for Technical Operations / Quality Manager) of the CAB

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

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After accepting the instructions, the following screen will appear with 8 different tabs. The information in these tabs is to be filled one by one i.e., once the first section of **Laboratory Details** is completed then only move to next section of **Discipline**. Please note that moving/jumping to other sections/tabs without completing the Laboratory Details section/tab will result in loss of data entered and may require rework.

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/Test-Lab/LabDetails`. The page header includes 'NABL Home' and a user greeting 'Hello, nabl017590 !' with a 'Log Out' link. A red notification states 'CAB may note th'. Below this, a red message reads 'You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation'. The main heading is 'Testing Laboratory Details', with a 'Terminate this Application' button on the right. A navigation bar contains eight tabs: 'Laboratory Details' (active), 'Discipline Details', 'Scope Of Accreditation', 'Organization', 'Equipment', 'Reference Materials', 'PT and ILC Participation', and 'Enclosure List'. The 'Laboratory Details' form includes the following fields:

- Name of the Laboratory \*: CAB NAME (Note: Indicate name of the Laboratory will be appear on the Certificate)
- Type of Laboratory \*: Autonomous
- GST Exemption:  (Serial no.3 of chapter 99 of notification no.12 of 2017 dated 28.06.2017)
- GSTIN\* (if not applicable then write NA): na
- Country \*: India

The Windows taskbar at the bottom shows the search bar, system tray with date '17-09-20' and time '09:45', and several application icons.

The second section/tab of **Discipline** will appear as below. The Discipline & Group is freezed in this section/tab and the fees payable is shown. No action is required by CAB/Laboratory in this Section/Tab.

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/Test-Lab/DisciplineGroupWaterScheme`. The page header includes 'NABL Home' and a user greeting 'Hello, nabl017590! Log Out'. A red message states: 'CAB may note that at any point of time during the application process or assessment process, if there is an You are filling the Application as per ISO/IEC 17025: 2017 under catgeory for First Accreditation'. The main section is titled 'Testing Laboratory Details' and contains a 'Terminate this Application' button. Below this is a navigation menu with tabs: 'Laboratory Details', 'Discipline Details' (highlighted), 'Scope Of Accreditation', 'Organization', 'Equipment', 'Reference Materials', 'PT and ILC Participation', and 'Enclosure List'. The 'Discipline Details' section is titled 'Discipline Details' with the subtitle 'Discipline of Testing for Which Accreditation is Sought'. It contains a table with the following data:

Discipline Details				
S No.	Field	Discipline	Group	Fees
1	Testing	Chemical	Water	11000
Total				11000
Grand Total				11000

*(The Indicated fees is without Taxes.)*

The third section/tab is of **Scope of Accreditation** which will appear as below. There will be a total of **24 parameters/test details**, out of which **11 parameters/test are mandatory** parameters/test details and **13 parameters/test details are optional**. The 11 mandatory parameters/test details are shown in **RED** and the remaining 13 optional parameters/test details are shown in **BLACK** font.

You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation

### Testing Laboratory Details

Terminate this Application

Laboratory Details
Discipline Details
Scope Of Accreditation
Organization
Equipment

Reference Materials
PT and ILC Participation
Enclosure List

Scope of Accreditation

initiated which may also lead to calling off assessment.

[Refer User Manual for more details.](#)

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Proposed Scope of Accreditation Edited Mandatory

Filter: Discipline  Filter: Group

1 / 1

	S No.	Discipline Name	Group	Sub Group	Product/Material of test	Specific Test Performed	Test method	Range of Testing/Limit of detection	(±)MU @Value	Test Performed at
Update (Mandatory)	1	Chemical	Water	Drinking Water	Drinking Water	Calcium (as Ca)	APHA 23rd Edition -3600-Ca Method B (EDTA method): 2017	5 mg/L to 2000 mg/L		Permanent Facility
Update	2	Chemical	Water	Drinking Water	Drinking Water	Chloride (as Cl)	APHA 23rd Edition -4500-Cl Method B	5 mg/L to 5000 mg/L		Permanent Facility

The CAB/Laboratory has to fill the MU Value after clicking on the update button/tab given against each parameter/test detail. After clicking the update button/tab below screenshot will be visible, the two columns at the bottom with the watermark as **Measurement Uncertainty(±) and Observed/Mean Value** have to be mandatorily filled, the other details will be pre-filled. Once updated the colour of the parameter/test detail will change to **GREEN**.

The screenshot displays a web application interface for NABL. The browser address bar shows the URL: `nablwp.qci.org.in/Test-Lab/ScopeOfAccreditationWaterScheme`. The page header includes the NABL logo, a 'Home' link, and a user greeting: 'Hello, nabl017590! Log Out'.

The main content area contains a form with the following fields:

- Sub-Group \***: Drinking Water
- Products/Materials of Test \***: Drinking Water
- Specific tests or types of tests performed \*** (name of specific test performed): Chloride (as Cl)

A note below the form states: "Please add multiple records for same parameter of each discipline by clicking add more and click save draft to finally save the records."

The form is divided into two main sections:

- Test Performed at\***: PermanentFacility
- Test Method/Specification against which tests are Performed\***: APHA 23rd Edition
- Year**: 2017
- Range of Testing/ Limits of Detection**: Quantitative
- From**: 5 mg/L
- To**: 5000 mg/L
- Measurement Uncertainty(±)**: (Watermark)
- @**: Observed / Mean Value mg/L

A red message at the bottom of the form reads: "Please save your data first before clicking on Next or Back button." Below this message is a green **Update** button.

At the bottom of the form are two buttons: **Back** and **Next**.

The Windows taskbar at the bottom shows the search bar with the text "Type here to search", several application icons (Edge, Chrome, VLC, Word, another Chrome), and system tray icons including network, volume, language (ENG), and the date/time (13:08, 17-09-20).

In case of Qualitative parameter/test detail the following screenshot will appear after hitting/clicking on the Update button/tab. The details will be pre-filled, however, the CAB/Laboratory is required to fill the remarks column. Once filled and updated the colour of the parameter/test detail will change to **GREEN** colour.

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/Test-Lab/ScopeOfAccreditationWaterScheme`. The page header includes 'NABL Home' and 'Hello, nabl017590! Log Out'. A link 'Refer User Manual for more details.' is present. The form contains the following fields:

- Select Discipline \*: Chemical
- Group \*: Water
- Sub-Group \*: Drinking Water
- Products/Materials of Test \*: Drinking Water
- Specific tests or types of tests performed \* (name of specific test performed): Odour

A message states: 'Please add multiple records for same parameter of each discipline by clicking add more and click save draft to finally save the records.'

The highlighted section contains:

- Test Performed at\*: PermanentFacility
- Test Method/Specification against which tests are Performed\*: IS 3025 (Part 5)
- Year: 2018
- Range of Testing/ Limits of Detection: Qualitative
- Remarks: (empty text area)

A red message says: 'Please save your data first before clicking on Next or Back button.'

Buttons: 'Update' (green), 'Back' (blue), 'Next' (green).

The Windows taskbar at the bottom shows the search bar, task view, and icons for Edge, Chrome, VLC, Word, and another Chrome instance. The system tray shows the date and time: 13:10, 17-09-20.

The 13 optional parameters/test details have also to be filled in the same manner. Once the details are filled the colour of that parameter/test detail will change to **GREEN** colour. In case, if any parameter/detail is not applicable the same can be deleted by hitting the Delete button/tab.

The screenshot displays a web application interface for NABL. The browser address bar shows the URL `nablwp.qci.org.in/Test-Lab/ScopeOfAccreditationWaterScheme`. The page header includes the NABL logo, a 'Home' link, and a user greeting 'Hello, nabl017590!' with a 'Log Out' option. The main content is a table listing 13 optional parameters for water accreditation. Each row contains an 'Update' button (in blue) and a 'Delete' button (in red). The table columns include parameter ID, category, medium, sample type, analyte, method, and limit.

Update	Delete	ID	Category	Medium	Sample Type	Analyte	Method	Limit	Facility Type
(Optional)		12	Chemical	Water	Drinking Water	Drinking Water	Fluoride (as F) APHA 23rd Edition -4500-F Method D (SPADNS Method) : 2017	0.1 mg/L to 50 mg/L	PermanentFacility
(Optional)		13	Chemical	Water	Drinking Water	Drinking Water	Iron (as Fe) APHA 23rd Edition -3500-Fe Method B (Phenanthroline Method) : 2017	0.1 mg/L to 100 mg/L	PermanentFacility
(Optional)		14	Chemical	Water	Drinking Water	Drinking Water	Iron (as Fe) APHA 23rd Edition -3111-Fe Method B Direct A-Ac Flame AAS Method: 2017	0.1 mg/L to 100 mg/L	PermanentFacility
(Optional)		15	Chemical	Water	Drinking Water	Drinking Water	Iron (as Fe) APHA 23rd Edition -3120-Fe Method B (ICP Method): 2017	0.1 mg/L to 100 mg/L	PermanentFacility
(Optional)		16	Chemical	Water	Drinking Water	Drinking Water	Sulphate (as SO4) APHA 23rd Edition -4500-SO4 Method E (Turbidimetric Method): 2017	1 mg/L to 1000 mg/L	PermanentFacility
(Optional)		17	Chemical	Water	Drinking Water	Drinking Water	Sulphate (as SO4) APHA 23rd Edition -4500-SO4 Method C (Gravimetric Method Ignition of Residue): 2017	1 mg/L to 1000 mg/L	PermanentFacility
(Optional)		18	Chemical	Water	Drinking Water	Drinking Water	Arsenic (as As) APHA 23rd Edition -3114 Method B (Hydride Generation AAS Method): 2017	0.009 mg/L to 50 mg/L	PermanentFacility
(Optional)		19	Chemical	Water	Drinking Water	Drinking Water	Arsenic (as As) APHA 23rd Edition -3120 Method B (ICP Method): 2017	0.009 mg/L to 50 mg/L	PermanentFacility
(Optional)		20	Chemical	Water	Drinking Water	Drinking Water	Arsenic (as As) APHA 23rd Edition -3500 Method B (Silver Diethyldithiocarbamate Method): 2017	0.009 mg/L to 50 mg/L	PermanentFacility
(Optional)		21	Chemical	Water	Drinking Water	Drinking Water	Nitrate (as NO3) APHA 23rd Edition -4500-NO3 Method D	1 mg/L to 100 mg/L	PermanentFacility

After completing the details in **Scope of Accreditation** section/tab, the CAB/Laboratory may move to next tab/section of **Organisation**. The below screen will be visible to lab. The lab has to upload its Organisation Chart in **jpg** or **pdf** format.

The screenshot displays the NABL web portal interface. At the top, the browser address bar shows the URL `nablwp.qci.org.in/Test-Lab/Organisation`. The page header includes the NABL logo, a 'Home' link, and a user greeting: 'Hello, nabl017590! Log Out'. A red notification banner states: 'You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation'. The main heading is 'Testing Laboratory Details'. A navigation bar contains buttons for 'Laboratory Details', 'Discipline Details', 'Scope Of Accreditation', 'Organization' (highlighted in orange), and 'Equipment'. Below this, there are buttons for 'Reference Materials', 'PT and ILC Participation', and 'Enclosure List'. A 'Terminate this Application' button is located in the top right corner of the main content area. The 'Organization' section is expanded, showing 'Organization Structure' with a file upload field for 'Organization Chart of laboratory \*' (currently showing 'Choose File | No file chosen') and a 'Save Draft' button. Below that is the 'Employee Details' section with a 'Click Here' button and the text 'To Add Employee Details'. The 'Existing Employee Details' section includes a 'View Records' button. The footer contains the copyright notice: '© 2020 - National Accreditation Board for Testing and Calibration Laboratories (NABL)'. The Windows taskbar at the bottom shows the search bar, task view, and several open applications, with the system tray displaying the time '13:21' and date '17-09-20'.

After uploading the Organisation Chart, the **Employee Details** have to be filled. To add details please hit/press **Click Here** button/tab. The dropdown will appear as per below screen showing 4 categories for filling the employee details. **1) Chief Executive of the Laboratory 2) Person responsible for Management System 3) Person responsible for Technical Operations & 4) Others.** **CAB/Laboratory has to mandatorily fill the detail for category sl. 1 to 3 and in addition to that they have to mention atleast one personnel responsible to report, review and authorize the test results.** This person can be anyone out of the sl. 1 to 3, if not, then the details of that person can be filled in the others category (sl. 4).

The screenshot shows a web browser window with the URL `nablwp.qci.org.in/Test-Lab/Organisation`. The page title is "NABL Home" and the user is logged in as "nabl017590!". The main content area is titled "Organization Structure" and contains a section for "Organization Chart of laboratory" with a "Choose File" button and a "Save Draft" button. Below this is the "Employee Details" section, which includes an "Employee Detail" form. The form has the following fields and options:

- Employee Type \***: A dropdown menu is open, showing options: "-Select Employee Type-", "Chief Executive of the Laboratory", "Person responsible for management system", "Person Responsible for Technical Operations", and "Others".
- Select Discipline \***: A dropdown menu.
- Name \***: A text input field.
- Designation \***: A text input field with a red error message "Designation Required" next to it.
- Qualification \***: A text input field.
- Specialization \***: A text input field.
- Experience in Years Related to Present Work \***: A text input field.
- Relevant Technical Training \***: A text input field.
- Landline no.**: A text input field with a sub-field for "ISD C" and "Landline no".
- Mobile No \***: A text input field with a red error message "Enter Mobile No." next to it.
- Email \***: A text input field with a red error message "Enter Email" next to it.

The Windows taskbar at the bottom shows the search bar, task view, and several application icons. The system tray on the right shows the time as 13:33 on 17-09-20 and the language set to ENG.

After completing the **Organisation** section/tab, please move to next section/tab of **Equipment**. The below screen will appear to CAB/Laboratory. There will be list of equipment displayed, the CAB/Laboratory has to click on update button and fill the details. Once the details are filled the colour of that equipment details will change to **GREEN**.

The screenshot shows the NABL web portal interface. At the top, there is a navigation bar with 'NABL Home' and 'Hello, nabl017590! Log Out'. Below this, a message reads 'CAB may note that at ar'. A red notification states 'You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation'. The main heading is 'Testing Laboratory Details', with a 'Terminate this Application' button on the right. A series of tabs are shown: 'Laboratory Details', 'Discipline Details', 'Scope Of Accreditation', 'Organization', 'Equipment' (highlighted in green), 'Reference Materials', 'PT and ILC Participation', and 'Enclosure List'. Below the tabs is the 'Equipment Details' section, which includes a table of equipment. The table has columns for S No., Discipline, Group, UID, Equipment Name, Serial No., Model, Make, Year of Make, Range and Accuracy, Last Calibration Date, Calibration Due on, Calibrated By, and In-house/trac. Three rows of equipment are listed, each with an 'Update' button. The 'Equipment' tab is highlighted in green.

S No.	Discipline	Group	UID	Equipment Name	Serial No.	Model	Make	Year of Make	Range and Accuracy	Last Calibration Date	Calibration Due on	Calibrated By	In-house/trac
1	Chemical	Water		Refrigerator								External	NA
2	Chemical	Water		Turbidity Meter								External	NA
3	Chemical	Water		Wet & Dry Thermometer								External	NA

After completing the **Equipment** section/tab, please move to next section/tab of **Reference Materials**. The below screen will appear to CAB/Laboratory. There will be list of Reference Materials displayed, the CAB/Laboratory has to click on update button and fill the details. Once the details are filled the colour of that Reference Materials details will change to **GREEN**.

Reference Materials/ Reference Standards

Reference Materials Edited

Edit	S No.	Discipline	Group	Name of Reference Material	Source	Date of expiry	Traceability
<a href="#">Update</a>	1	Chemical	Water	pH Buffers 4,7,10			Traceable to SI Units
<a href="#">Update</a>	2	Chemical	Water	Sodium Carbonate			Traceable to SI Units
<a href="#">Update</a>	3	Chemical	Water	Sodium Chloride			Traceable to SI Units
<a href="#">Update</a>	4	Chemical	Water	Calcium			Traceable to SI Units
<a href="#">Update</a>	5	Chemical	Water	Turbidity			Traceable to SI Units
<a href="#">Update</a>	6	Chemical	Water	GlassThermometer			NABL Accredited Calibration Lab
<a href="#">Update</a>	7	Chemical	Water	Precision Thermometer digital with RTD probe with cable			NABL Accredited Calibration Lab

After completing the **Reference Materials** section/tab, please move to next section/tab of **PT and ILC Participation**. The below screen will appear to CAB/Laboratory. There will be list of PT Participation displayed, the CAB/Laboratory has to click on update button and fill the details. Once the details are filled the colour of row will change to **GREEN**.

Hello, nabl017590 ! [Log Out](#)

CAB n

You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation

### Testing Laboratory Details

[Terminate this Application](#)

Laboratory Details
Discipline Details
Scope Of Accreditation
Organization
Equipment

Reference Materials
PT and ILC Participation
Enclosure List

#### PT and ILC Participation

PT and ILC Participation
■ Edited

Filter: Select Type of Participation

	S No.	Type of Participation	Discipline	Groups	Product/Material	Details of Test(s)/ examination	Date of Testing	Nodal Laboratory/PT Provider	Number of Lab Participated	Name and City of Participating Lab	Perf in Te Z Sc
<a href="#">Update</a>	1	PT	Chemical	Water	Drinking Water	Calcium	10-09-2020	NABL accredited PT provider			1.2
<a href="#">Update</a>	2	PT	Chemical	Water	Drinking Water	Chloride (as Cl)		NABL accredited PT provider			
<a href="#">Update</a>	3	PT	Chemical	Water	Drinking Water	Colour		NABL accredited PT			

After completing the **PT and ILC Participation** section/tab, please move to next section/tab of **Enclosure List**. The below screen will appear to CAB/Laboratory. You have to upload the **Management System Document** in pdf Format. In the EnclosureList you will find **Green Ticks(✓)**, if there are any **Red Crosses (✗)**, please check for pendency in that section.

The screenshot shows the NABL web portal interface. The browser address bar displays `nablwp.qci.org.in/Test-Lab/EnclosureList`. The page header includes "NABL Home" and "Hello, nabl017590! Log Out". A red message states: "You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation". The main section is titled "Testing Laboratory Details" and includes a "Terminate this Application" button. Below this are several tabs: "Laboratory Details", "Discipline Details", "Scope Of Accreditation", "Organization", "Equipment", "Reference Materials", "PT and ILC Participation", and "Enclosure List" (which is highlighted in green). The "Enclosure List" section contains an "Upload Management System document" area with a "Choose File" button and a "Save" button. Below this is an "Application Form- Check List" section with a table titled "Application Check List".

S No.	Information / details provided as part of application	Availability	Pendencies
1	Copy of Legal Identity (Registration Details of the Laboratory)	✓	
2	Scope of Accreditation with Test Methods, Range of Testing and MU	✗	①
3	Details of Senior Management with Designation and Contact Details	✗	①

After completing all 8 different sections/tabs starting with 'Laboratory Details' and ending with 'Enclosure list'. The laboratory will find a new tab/section named as **Declaration** created as shown in the below screen and highlighted in orange colour.

On clicking the Declaration tab/section, the Terms & Conditions for Obtaining and Maintaining NABL Accreditation will appear.

The screenshot shows a web browser window with the URL [nablwp.qci.org.in/Test-Lab/Submit](http://nablwp.qci.org.in/Test-Lab/Submit). The page header includes 'NABL Home' and a user greeting 'Hello, nabl017633!'. A red warning message states: 'ing the application process or assessment process, if there is an evidence of fraudulent behaviour or if any false information i:'. Below this, a red message indicates: 'You are filling the Application as per ISO/IEC 17025: 2017 under category for First Accreditation'. The main section is titled 'Testing Laboratory Details' and contains a grid of tabs: 'Laboratory Details', 'Discipline Details', 'Scope Of Accreditation', 'Organization', 'Equipment', 'Reference Materials', 'Quality Control Activity', 'Enclosure List', and 'Declaration'. The 'Declaration' tab is highlighted in orange. A 'Terminate this Application' button is located above the tabs. Below the tabs, a light blue header reads 'Terms & Conditions for Obtaining and Maintaining NABL Accreditation'. The main content area contains the following text:

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.

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 ISO/IEC 17025/ ISO 15189/ ISO/IEC 17043/ ISO 17034 whichever is applicable, relevant NABL specific criteria (wherever applicable) and other policies of NABL.
2. CAB shall ensure that the latest versions of NABL documents are available with them and are effectively implemented.
3. CAB shall familiarize themselves with all relevant standards, NABL documents etc. applicable for particular accreditation scheme.
4. The CAB shall have a valid legal identity as given below.
  - a. Proprietorship(Bank passbook/ Account statement and PAN of the CAB)
  - 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. It is the responsibility of CAB to abide by the National/ Regional/ State/ Local regulatory requirement/ Acts/ Rules/ Legal orders/ Court Decisions/ Orders issued by Government/ Statutory Bodies as applicable and effective from time to time.
6. The CAB shall identify and define various activities which they are involved in, and ensure that it does not lead to any potential conflict of interest.

At the bottom of Declaration tab/section, to option/buttons will appear one is 'WE ACCEPT' and another is 'View Preview Report'. The laboratory can view/download its application by clicking on 'View Preview Report'. To proceed further for submission of application, the laboratory has to accept the Terms & Conditions for Obtaining and Maintaining NABL Accreditation by clicking on 'We Accept'

The screenshot shows a web browser window with the URL [nablwp.qci.org.in/Test-Lab/Submit](http://nablwp.qci.org.in/Test-Lab/Submit). The page header includes 'NABL Home', 'Hello, nabl0176331', and 'Log Out'. The main content area is titled 'We declare that' and contains a list of 11 terms and conditions. Below the list are two input fields: 'NAME OF HEAD OF THE LABORATORY' and 'DESIGNATION OF HEAD OF THE LABORATORY'. A line of text follows: ', authorised representative of CAB has filled/ verified the contents of the application and accepted the above mentioned terms and conditions on behalf of CAB.' Below this is a 'NOTE' section. At the bottom of the declaration area are two buttons: 'WE ACCEPT' and 'View Preview Report'. The footer of the page reads '© 2020 - National Accreditation Board for Testing and Calibration Laboratories (NABL)'. The Windows taskbar at the bottom shows the search bar, task view, and system tray with the date '11/2/2020' and time '5:27 PM'.

We declare that

1. We shall comply with the terms and conditions of maintaining accreditation (NABL 131) and will abide by them.
2. We shall fully comply with ISO/IEC 17025:2005/2017 or ISO 15189:2012 or ISO/IEC 17043:2010 or ISO 17034:2016, which ever is relevant for the accreditation of Conformity Assessment Body.
3. We shall comply with all national, regional and local regulatory requirements for operating a laboratory.
4. We agree to comply with accreditation procedures and pay all costs for pre-assessment, assessment, verification 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 by them and their visits to those parts of the laboratory that are part of the scope of accreditation.
6. The information provided herein with reference to the consultancy provided to us and also in respect of any adverse decision, taken by NABL or by any other Accreditation Body is true to the best of our knowledge and believe and nothing has been concealed.
7. All other information provided in this application is true and nothing has been concealed.
8. For any payment which has not been made in response to the bills raised by NABL, we are liable for adverse action which may be initiated by NABL as specified in NABL 216.
9. If any information is found to be false or has been concealed wilfully, we are liable for any lawful action which may be initiated by NABL as deemed fit.
10. For any payment which has not been made in response to the bills raised by NABL, we are liable for adverse action as specified in NABL 216
11. If any information is found to be false or has been concealed wilfully, we are liable for any lawful action as deemed fit.

12.

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

NOTE: By accepting the above terms & conditions, it is implied that a CAB/ Sample Collection Centre/ Facility (es) 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 these terms and conditions shall result in adverse decision such as abeyance, suspension, forced withdrawal etc against the CAB as specified in 'NABL 216'.

[WE ACCEPT](#)

[View Preview Report](#)

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After clicking on 'We Accept', the button of "Pay & Submit" will appear and the "WE ACCEPT" button will go away. The laboratory can make the payment and submit the application.

The screenshot shows a web browser window with the URL [nablwp.qci.org.in/Test-Lab/Submit](http://nablwp.qci.org.in/Test-Lab/Submit). The page header includes "NABL Home" and a user greeting "Hello, nabl017633!". The main content area features a "Declaration" section with the following text:

**We declare that**

1. We shall comply with the terms and conditions of maintaining accreditation (NABL 131) and will abide by them.
2. We shall fully comply with ISO/IEC 17025:2005/2017 or ISO 15189:2012 or ISO/IEC 17043:2010 or ISO 17034:2016, which ever is relevant for the accreditation of Conformity Assessment Body.
3. We shall comply with all national, regional and local regulatory requirements for operating a laboratory.
4. We agree to comply with accreditation procedures and pay all costs for pre-assessment, assessment, verification 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 by them and their visits to those parts of the laboratory that are part of the scope of accreditation.
6. The information provided herein with reference to the consultancy provided to us and also in respect of any adverse decision, taken by NABL or by any other Accreditation Body is true to the best of our knowledge and believe and nothing has been concealed.
7. All other information provided in this application is true and nothing has been concealed.
8. For any payment which has not been made in response to the bills raised by NABL, we are liable for adverse action which may be initiated by NABL as specified in NABL 216.
9. If any information is found to be false or has been concealed wilfully, we are liable for any lawful action which may be initiated by NABL as deemed fit.
10. For any payment which has not been made in response to the bills raised by NABL, we are liable for adverse action as specified in NABL 216.
11. If any information is found to be false or has been concealed wilfully, we are liable for any lawful action as deemed fit.
12. ADFADS . ADFASDFASD , authorised representative of CAB has filled/ verified the contents of the application and accepted the above mentioned terms and conditions on behalf of CAB.

NOTE- By accepting the above terms & conditions, it is implied that a CAB/ Sample Collection Centre/ Facility (es) 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.

At the bottom of the declaration form, there are two buttons: "Proceed To Pay & Submit" (green) and "View Preview Report" (blue).

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The Windows taskbar at the bottom shows the search bar with "Type here to search", several application icons, and the system tray with "ENG US", "5:29 PM", and "11/2/2020".

After clicking the “Proceed to Pay & Submit” and entering the password (portal login password), the laboratory will be redirected to new page as below. The laboratory may ensure the fee being charged before making the payment. For detailed information / requirements of Accreditation including fee you may refer NABL Document - General Information Brochure (NABL 100) available on NABL’s website ([www.nabl-india.org](http://www.nabl-india.org)), you may follow as below:

**NABL Website Homepage>>Publications>>NABL Documents>>NABL 100-General Information Brochure**

Payment Details.

Application Fee Payment

Deduct TDS:  Check this to deduct TDS

Total Amount: Rs 11000

Tax (18 %): Rs 1980

Amount To Pay: Rs 12980

[See Payment Detail](#) [Proceed to payment through NABL portal](#) [Proceed >](#) [Proforma Invoice](#) (Proforma invoice number will be issued shortly. Please check after 10 minutes.)

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
UPI	0.75% for transaction* below Rs 2000/- & 1.00% for transaction* above Rs 2000/-
Master card/Visa/RuPay Debit Cards	As per RBI Guidelines
Net Banking (SBI)	INR 16/- per transaction
Net Banking (ICICI/HDFC/Axis/Yes)	INR 12/- per transaction
Net Banking (Other Banks)	INR 8/- per transaction

You may proceed to make the payment. The various payment options are available. The below screen will appear for making the payment. Application will be submitted, once the payment is success.

The screenshot shows a web browser window with the following details:

- Browser Tabs:** BillDesk - All Your Payments, Sing; Medical.pdf; Register - NABL
- Address Bar:** pgi.billdesk.com/pgidsk/ProcessPayment?jsessionid=0000cXXrdfbOluYLASzH9CE3kFV:1a7ou2k7d?wpage=QH9jzO16QakIPrEi9PFX26Zx
- Incognito Mode:** Incognito

The main content area displays the 'Pay by Credit Card' interface:

- Payment Options:** Credit Card (selected), Debit Card, Debit Card + ATM PIN, Internet Banking, QR, UPI.
- Merchant Name:** National Accreditation Board for Testing and Calibration Laboratories
- Payment Amount:** ₹ 22302.00
- Card Details:**
  - Card Number:** Enter card number
  - Expiration Date:** Month, Year
  - CVV/CVC:** [Field]
  - Card Holder Name:** Enter card holder name
- Payment Note:** Please note: If your credit or debit card has not been used for ecommerce transactions, it will be blocked by your bank for all online transactions as per RBI notification effective March 16, 2020. In case your transaction is failing, please contact your card issuing bank to enable your card for online transactions.
- Buttons:** Make Payment, Cancel
- Logo:** BillDesk - All your payments. Single location.

For any clarifications you may reach us at  
below Email ID

[supportwp@nabl.qcin.org](mailto:supportwp@nabl.qcin.org)