



**Homeland
Security**

Science and Technology

Office for Interoperability and Compatibility

Project 25 Compliance Assessment Bulletin

Project 25 Compliance Assessment Program

Laboratory Recognition

Conditions and Criteria Agreement

P25-CAB-LAB_REC_AGREEMENT

August 2016

Notice of Disclaimer and Limitation of Liability

The Project 25 Compliance Assessment Program (P25 CAP) provides equipment purchasers demonstrated evidence of a product’s compliance with a select group of requirements within the suite of P25 standards. The test procedures used to validate these requirements are also part of the P25 suite of standards. Although successful tests will demonstrate P25 compliance for the specific requirements tested, the conclusions drawn from these tests do not apply to every environment or individual users’ needs. P25 CAP-mandated tests only demonstrate product compliance with the test procedures listed in the Supplier’s Declaration of Compliance and, therefore, only attest to a product’s compliance with specific requirements within the P25 Standard.

Revision History

Version	Date	Description
Draft (For PC)	12/12/2014	Final release version for public comment (PC) approved on December 12, 2014. Posted for PC, March 19, 2015.
2016 Release	August 17, 2016	Posted for general use on August 17, 2016

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1 Introduction

The Department of Homeland Security (DHS) Office for Interoperability and Compatibility (OIC) Project 25 Compliance Assessment Program (P25 CAP) is a voluntary program that allows P25 equipment suppliers to formally demonstrate their products' compliance with a select group of requirements within the suite of P25 standards. The purpose of the program is to provide emergency response agencies with evidence that the communications equipment they purchase meets P25 standards for performance, conformance, and interoperability.

The program requires test laboratories to demonstrate their competence through a rigorous and objective assessment process. Such a process promotes the user community's confidence in, and acceptance of, test results from recognized laboratories. All equipment suppliers that participate in the P25 CAP must use recognized laboratories to conduct performance, conformance, and interoperability tests on their products. P25 equipment suppliers will release summary test reports from recognized labs along with declarations of compliance. This documentation will serve to increase the public's confidence in the performance, conformance, and interoperability of P25 equipment.

1.1 Scope

This Compliance Assessment Bulletin identifies conditions and criteria for DHS recognition of accredited P25 CAP laboratories.

1.2 Effective Date

This Compliance Assessment Bulletin becomes effective on August 17, 2016.

1.3 Normative References

[1] ISO/IEC 17025, *General requirements for the competence of testing and calibration laboratories*.

1.4 Informative References

[2] P25-CAB-LAB_BASE_REQ, *Project 25 Compliance Assessment Program Baseline Laboratory Requirements*.¹

[3] P25-CAB-LAB_EQP_REQ, *Project 25 Compliance Assessment Program Laboratory Equipment Requirements*.¹

[4] DHS-Authorized P25 CAP accreditation bodies.¹

[5] Charter for the Project 25 Compliance Assessment Program.¹

¹ See <https://www.dhs.gov/science-and-technology/p25-cap> for the latest information and document versions.

2 General Requirements

The laboratory shall agree in writing to:

- 1) Maintain accreditation to ISO/IEC 17025 and the specific requirements outlined in Section 2 of [3] by a DHS-authorized accreditation body. See [4] to view a list of DHS-authorized P25 CAP accreditation bodies.
- 2) Consistently maintain the impartiality of product testing consistent with the requirements of ISO/IEC 17025.
- 3) Develop and maintain separate laboratory test procedures for each accredited P25 CAP test method that detail how testing will be conducted using the laboratory's test facilities, fixtures, equipment and personnel.
- 4) Notify its accreditation body and DHS/OIC immediately of any attempt to hide or exert undue influence over test results.
- 5) Record in its Scope of Accreditation (see [2]) its specific competence to carry out the test methods as outlined in the P25 CAP program for which the laboratory intends to test products.²

NOTE: To decrease the burden to laboratories and accreditation bodies, DHS will not require a laboratory to update its Scope of Accreditation when a P25 Compliance Assessment Bulletin is revised. DHS will require the laboratory to ensure that its methods remain consistent with the test methods described in the program requirements of the currently effective version of the bulletin. Further, a bulletin revision that calls for a different test method altogether from the preceding bulletin version, will necessitate a Scope of Accreditation update to reflect the newly required test method.

- 6) Allow DHS or a DHS-appointed representative, at its discretion, to witness any testing performed for qualification or verification of qualification to the requirements of the P25 CAP. DHS or its appointed representative agrees to operate solely as an observer and not participate in any way with the testing activities of the laboratory.
- 7) Abide by baseline requirements set forth in [2] *Project 25 Compliance Assessment Program Baseline Laboratory Requirements*.

3 Inter-Laboratory Comparison Testing

The laboratory shall agree in writing to:

- 1) Participate in relevant and available inter-laboratory comparison testing (ILC) and proficiency testing activity when DHS/OIC or the laboratory's accreditation body deems it necessary.

² The relevant test procedures are identified in the P25 Compliance Assessment Bulletins applicable to the product under test.

- 2) Carry out ILC in accordance with normal testing/calibration and reporting procedures, unless otherwise specified in the instructions from the proficiency test provider.
- 3) Submit to the laboratory's accreditation body, in accordance with its procedures, and to DHS/OIC upon request:
 - a) The results of ILC
 - b) The analysis of those results
 - c) Detailed corrective action responses for any outlying or unacceptable results.

4 Reporting

The laboratory shall agree in writing to:

- 1) Submit to DHS a digital copy of the accreditation certificate and addendum (if necessary) identifying the Scope of Accreditation of testing. This shall include at a minimum:
 - a) Accreditation effective date
 - b) Accreditation expiration date (based on the accreditation body's reassessment policy)
 - c) P25 CAP-relevant accredited test methods
- 2) Authorize the laboratory's DHS-authorized accreditation body to share with DHS copies of assessment documentation related to P25 CAP testing, including corrective action plans and deficiency resolutions.
- 3) Report to both DHS and the laboratory's DHS-authorized accreditation body within 30 days of any major changes that affect the laboratory's:
 - a) Legal, commercial, organizational, or ownership status
 - b) Organization and management (e.g., key managerial staff)
 - c) Policies or procedures, where appropriate
 - d) Location
 - e) Personnel, facilities, working environment or other resources, where significant
 - f) Other such matters that may affect the laboratory's capability, scope of recognized activities, or compliance with the P25 CAP requirements and relevant technical documents.

5 Date, Signature

To serve as a DHS-recognized accredited laboratory for the P25 CAP, a laboratory shall agree in writing to comply at all times with the requirements herein.

Issue date

Laboratory's Authorized Representative³ Signature

Issue date

Laboratory's Authorized Representative Printed Name

³ The laboratory's authorized representative who signs here must be the same authorized representative on file with the laboratory's accreditation body.