Summary of Changes to BQ-9000 Laboratory Manual (revision B to revision C)

Major Revisions of Note:

- 'Accreditation' changed to 'Certification' throughout the manual

- Numerous editing/formatting changes throughout the manual made for clarity and appearance

- Terms and definitions have been capitalized throughout the manual

- Part B Policy Regulations changed to Appendix C Policy Regulations

- Re-certification Form removed

- Pre-Audit letter removed

- Ranking Program Requirements in the former Part B Policy Recommendations removed

Part A: Program Requirements

1 Scope

- 'Biodiesel' added for clarity as to what type of quality program

- Added text that states none of the BQ-9000 requirements supersede any Federal, state, and/or other requirements whether regulatory or otherwise

2 Term and Definitions

- Switched with 'References' for consistency with Producer and Marketer manuals

- Added definitions for External Laboratory, Internal Laboratory, Organization, and Producer

3 References

- No changes

4 Documentation Requirements

- Section 4.3 – Added text that to "effectively implement the appropriate requirements, the Organization shall develop and document a training program that demonstrates competencies for all Biodiesel operations"

- Section 4.5 – Records kept should adhere to "this standard" as well as the organizations quality system

5 Management Responsibility

- Section 5.3 – Added "External" to quality system audits. This was changed in all three standards so should be listed in changes on all three documents.

6 Sample Management

- No changes

7 Data and Record Management

- No changes

8 Specifications and Equipment

- No changes

9 Calibration and Maintenance

- No changes

10 Quality Control

- No changes

11 Proficiency Testing

- No changes

12 Remediation Elements

- No changes

13 Customer Complaints

- No changes

14 Training

- No changes

15 Outsourcing of Tests

- No changes

Appendix A: Test Method Precision Performance Assessment

- No changes of note

Appendix B: Relationship with other Quality Standards

- No changes of note

Part B Policy Regulations (informative) {**now Appendix C**}

1 Certification Process

- Section title changed to Appendix C Accreditation Process

- Certification changed to 'Accreditation' where appropriate

- Section 1.1 – more detail added on accreditation and where required documents can be found at www.bq-9000.org

- Section 1.1 – Definition of the role of an auditor added
- Section 1.3 –
- A timeline to schedule a reaccreditation before expiration of accreditation shortened to four (4) versus six (6) months is suggested; NBAC will not notify the producer (is this specific to Producer or will not notify the site, since it applies to all three accreditations).
- Section 1.4 –
  - References to pre-Audit have been removed as that section no longer exists in the Producer Manual - same as

Weblink added to find the NBAC Program Manager

  - Suggested that the organization should submit an action plan for non-conformances versus being required to submit one

Ranking Program Requirements

- Section no longer exists

2 Accreditation Suspension and Revocation

- Section 2.1 – suspended entities do not have 180 days to remedy reasons for suspension

3 Reconsideration and Appeal of NBAC Decisions

- No changes

4 BQ-9000 Producer Provisional Status

- Section 4.3 – timetable for completing prerequisites for provisional status removed

5 BQ-9000 Producer Seeking BQ-9000 Marketer Accreditation

- No changes

6 BQ-9000 Producer Idled Facilities

- Section 6.2 –
  - A facility cannot be under Category I shutdown for greater than 120 days (versus 180 days previously)
  - Plant manager need not be part of the quality management system being followed

7 Change of Ownership and Acquisitions

- Section 7.2 – removal of "Company Merger Notification Form" as it does not exist
- Chief Operating officer changed to NBAC Program Manager

Appendix Part B

Pre-Audit Letter

Re-Certification Form

- Removed/deleted