



REPUBLIC OF LIBERIA
MINISTRY OF COMMERCE & INDUSTRY
MONROVIA



P.O. Box 9041
1000 Monrovia,
10 Liberia
Website: www.moci.gov.lr

TERMS OF REFERENCE
THE NATIONAL STANDARDS LABORATORY
REPUBLIC OF LIBERIA

CONTEXT

According to Chapter 29, Section 29.2(a) of the Executive Law mentioned supra, grants the Minister of Commerce and Industry the power to regulate commodity and trade standards thereby establishing it as lead ministry in charge of quality.

In 2008, the Ministry of Commerce and Industry (MoCI) signed a Memorandum of Understanding with United Nations Industrial Development Organization (UNDO) in 2008 as an ECOWAS Member States to participate in a the West Africa Quality Program funded by the EU. In 2010 the WAQP funded the construction of the facility of the National Standards Laboratory which was officially opened by the Government of Liberia on September 9th, 2011 for the purpose of providing trade facilitated services for enhancing competitiveness of goods and services at the national, regional and international levels and to strengthen the SPS regime of Liberia.

MISSION AND OBJECTIVES

The National Standards Laboratory has the following mission and objectives:

- Mission: *is to provide trade facilitation services i.e conformity assessment, metrology and technical related services to ensure safe and fair trade and improving the Sanitary-Phyto-Sanitary systems of Liberia.*
- The aforementioned will be achieved in the below objectives:
 - i. *to carry out measurement, testing, technical inspection, certification and market surveillance as means of assessing the conformity of products, processes, services and systems to standards, technical regulations and SPS systems;*

GROW: Good policy for trade, Revitalizing the economy, Opening up the Private Sector and facilitating Work opportunities for the future.

- ii. *to ensure that the units of measurement used in the trade and commerce of Liberia are those of the International System of Units as defined by the General Business Law of Liberia and International Bureau of Weights and Measures (BIPM);*
- iii. *to ensure that the National Metrology System cover units of measurement, measuring instruments, measurement standards, their application and metrological control;*
- iv. *to be responsible for creating and keeping national primary and secondary measurement standards in Liberia;*
- v. *to provide technical services in areas of product certification, technical capacity development activities for industries, local establishments and SMEs*
- vi. *to carry out voluntary certification programs for quality promotion and enabling local industries and businesses, especially services creating value added services and products;*
- vii. *to provide technical expertise and actively participate in matters, activities, programs related to national standards and protocols at national, regional and international levels with regard to conformity assessment, metrology and quality assurance;*
- viii. *to perform other responsibilities that will be assigned to it from time to time by the Government.*

FUCNCTION, MANAGEMENT & ORGANIZATIONAL PROVISIONS

Functions

Whilst the MoCI, through the Bureau of Industrial Services (BIS) provides oversight responsibility to the NSL by ensuring that its overall administrative arrangement and management framework is in compliance with requisite national provisions; the National Standards Laboratory management establishes and maintains appropriate technical framework that is independent in the conduct of technical services that are in line with its objectives. This is to ensure that technical results, reports, decisions and judgment of the NSL in the delivery of conformity assessment and technical related services are not unduly influenced. The technical management system of the NSL is conducted in accordance to international best practices where applicable in order to ensure its competence and credibility in the dispense of its services. Therefore In performing its functions, NSL will apply principles of Good Conformity Practices (GCP), Good Laboratory Practice (GLP), ISO 9001 and ISO 17025:2015 including:

- a) Adhering to its Quality policy and objectives as spelt out its quality and technical manuals;
- b) Observing Code of Good Conduct and avoiding potential conflicts of interest;
- c) Any other national laws, regulations and standards that are in line with the principles of integrity, transparency and accountability.

