	The American Association for Laboratory Accreditation	
	F117 – Technical Staff Matrix for Accreditation – ISO/IEC 17025	Document Revised: March 16, 2010
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Technical Staff Matrix

A. METHODS:	**B. PERSONNEL / WORK SHIFT (If applicable):**								
	e.g., J. Doe 1st Shift	**e.g. B. Doe 2nd Shift**							
e.g., ASTM D638	**X**	**X**							

Instructions:

A. Methods - List all the technologies or methods for which accreditation is sought. Also include the test(s)/calibration(s) technical personnel have been fully trained, qualified and authorized to perform. Include all methods that are performed in the field (whether exclusively or occasionally).

B. Personnel - List all technical personnel responsible for performing each of the technologies or methods for which accreditation is sought and all personnel trained to perform any field testing/calibration**.** If the personnel listed operate in shifts, please indicate. **Attach additional sheets as needed.**

For A2LA Office use Only:

MASTER CODE: ASSESSMENT NO: CERT NO: