Voting System Testing & Certification Division
U.S. Election Assistance Commission
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To: Commissioner Gineen Beach, *Chair*
From: Brian Hancock, *Director of Voting System Testing and Certification*
Cc: Tom Wilkey, Alice Miller, Sharmili Edwards, Laiza N. Otero, and Matthew V. Masterson
Date: Monday, July 6, 2009
Subject: Recommendation to Re-accredit SysTest Labs

Overview
On February 28, 2007, the U.S. Election Assistance Commission (EAC) unanimously voted to accredit SysTest Labs, of Denver, Colorado as an EAC Voting System Test Laboratory (VSTL) to carry out the testing, certification, decertification, and recertification of voting systems provided for in §231 of the Help America Vote Act (HAVA) of 2002.

An EAC grant of accreditation is valid for a period of two years. A VSTL may renew their accreditation by submitting an application package, consistent with the procedures in §3.4 of the EAC Laboratory Accreditation Program Manual (v.1.0), no earlier than 60 days before the accreditation expiration date and no later than 30 days before that date. A VSTL may retain its accreditation during the review period if they timely filed their renewal application.

As its accreditation was set to expire on February 28, 2009, SysTest timely submitted a renewal application package (attached) for EAC consideration. EAC staff then conducted a review of the documentation provided to ensure it was complete and met the requirements of the EAC Laboratory Accreditation Program Manual (v.1.0).

In addition, on May 12-13, 2009, the EAC conducted a policy and procedures review of SysTest to fulfill the requirements of Section 4.5.1 of the U.S. Election Assistance Commission (EAC) *Voting System Test Laboratory Program Manual (Manual).* This section of the Manual requires the EAC to conduct on site policy and procedures practices review to verify that the laboratories policies, procedures and practices meet the requirements of the EAC laboratory accreditation program and international standards.

The EAC audit assessment of SysTest found no nonconformities in the labs policies and procedures determined to be critical to the VSTLs technical capability to test voting systems. In addition, the audit assessment found no items that would require the laboratory to initiate immediate corrective action or to formally resolve a noncritical noncompliance. The EAC does expect SysTest to address the 5 recommendations for policy and procedure improvements noted during the assessment.

Recommendation
Based on the review of the documentation received above I recommend SysTest for re-accreditation as an EAC Voting System Test Laboratory (VSTL). Upon a vote of the Commissioners to re-accredit SysTest, I shall inform the VSTL of the decision, issue a Certificate of Accreditation, update the EAC website, and inform stakeholders of the Commission's decision.

Brian J. Hancock
Director of Voting System Testing and Certification