



STANDING COMMITTEE  
FOR QUALITY AND COMPETENCE (QCC)

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**Policy on Proficiency Tests and Collaborative Exercises within ENFSI**

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ENFSI wishes to promote consistent and reliable scientific information throughout the whole forensic process from the scene of crime to court. As a part of promoting quality, ENFSI aims to ensure that members have relevant proficiency tests (PT) and collaborative exercises (CE) available.

ENFSI members shall participate in the available PT and CE schemes relevant to their areas of competence. ENFSI members shall document their policy and approach to both frequency of participation and any non-participation in readily available PT's and CE's, including those prepared by ENFSI, where one or more appropriate schemes exist.

The providers of the PT or CE schemes must have demonstrated competence for the design, setting and reporting of such schemes. The quality of the scheme itself shall be robust. It is essential that the Expert Working Groups identify relevant PT and CE schemes and act as an advisory group when outsourced. The following stages should be included in the scheme: the design, preparation of material, distribution, assessment of performance and reporting of results.

The report from the PT or CE shall be handled with transparency by publishing the results on the ENFSI member's website, while maintaining anonymity.

The ENFSI Board shall be informed about the participation and performance of the ENFSI members in different PT/CE schemes.

When the expected results have not been achieved by an individual ENFSI Member participating in the PT/CE, they are responsible for:

- root cause analysis
- corrective and preventive actions
- implementing improvements
- reviewing the effectiveness of corrective actions
- reviewing the effect on previously performed casework

The EWG's shall support the ENFSI Member by providing advice when required.

Schemes for PT's and CE's shall be managed in line with the recommendations in the document Guidance on the Conduct of Proficiency Tests and Collaborative Exercises within ENFSI (QCC-PT-001).

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