

To be typed on company letterhead

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(insert date - to be reaffirmed prior to every audit)

LETTER OF UNDERTAKING

Dear Sir:

In accordance with clause 5.4.1 of CSA Standard A283-24, 'Certification of Laboratories for Concrete', and, as a condition of continued certification for **Company Name** at **Laboratory Address (the laboratory)**. I confirm the following information and that I will comply with the following procedures:

- (a) I am the Supervising Engineer of the laboratory and have read and understood my responsibilities and the required qualifications defined in CSA A283-24;
- (b) I am licensed to practice engineering in **Province**, as permitted by **Provincial Or Territorial Body Responsible for Governing the Engineering Profession** as required by CSA A283-24 clause 3.
- (c) I am the owner or an employee of the laboratory (CSA A283-24 clause 5.2.1.1).
- (d) The laboratory is under my direction as shown on the organizational chart (CSA A283-24 clause 5.2.1.3).
- (e) The current list of technicians includes the names of all employees of the laboratory who test concrete, their certification details, with laboratory and field tests listed separately with current expiry dates;
- (f) I shall ensure that the laboratory meets the requirements of CSA A283-24 (clause 5.2.2.1);
- (g) I shall execute annually this formal undertaking to abide by the test methods and procedures outlined in CSA A283-24 in the performance of the laboratory's duties. This undertaking does not preclude the laboratory from conducting tests in addition to those listed in Clause 6 of the Standard.

Sincerely,

(Signed by the Supervising Engineer)
(Insert name of laboratory)