



# VCX Lab Authority Document

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# 1. Introduction

## 1.1. Purpose

This document defines the governance framework, certification lifecycle, operational requirements, and audit principles applicable to VCX-Forum labs.

The objective is to ensure trust, transparency, repeatability, and operational consistency across all VCX-related testing activities.

## 1.2. Role of the Lab Authority

The VCX Lab Authority (VFLA) is a department of the VCX-Forum responsible for governance and operational oversight of VCX-related laboratory activities.

The responsibilities of the VFLA include, but are not limited to:

- Governance and Oversight
- Audit Governance
- Operational Harmonisation
- Result Integrity
- Documentation and Process Management

## 1.3. Scope

This document defines:

- VCX lab classifications
- Certification and re-certification lifecycle
- Audit governance framework
- Operational obligations of certified labs
- Exception handling and escalation processes
- Suspension, notice, and disqualification conditions

## 1.4. Related Documents

This document is to be used in conjunction with the following supporting documents:

- VCX-Forum Lab Audit Request Form
- VCX-Forum Pre-Audit Questionnaire
- VCX-Forum Auditor Code of Conduct
- VCX-Forum Audit Procedure
- VCX-Forum Audit Report Template
- VCX-Forum Reference Device Handling Guideline

## 2. Definitions

- **VCX Lab Authority (VFLA)**

The department within the VCX-Forum responsible for laboratory governance, certification oversight, audit governance, and inter-laboratory harmonisation.

- **VCX-Forum In-House Lab (VFIHL)**

A non-certified VCX-compliant laboratory intended for internal testing and evaluation purposes.

- **VCX-Forum Certified Lab (VFCL)**

A VCX-certified laboratory authorised to provide VCX-related services under confidentiality restrictions, subject to annual re-certification requirements.

- **VCX-Forum Trusted Lab (VFTL)**

A VCX-authorized laboratory permitted to conduct full-profile VCX services, inter-laboratory synchronisation activities, and certification audits.

- **Lab Under Audit (LUA)**

A laboratory currently undergoing certification or re-certification audit procedures under the supervision of the VFLA.

- **Material Change**

Any modification to laboratory infrastructure, personnel, equipment, software, AI or operational process that may affect test integrity or comparability.

- **Sync Cycle**

An inter-laboratory harmonisation exercise coordinated by the VFLA to maintain result consistency across trusted labs.

- **Conflict of Interest**

Any condition that may compromise or appear to compromise the impartiality, fairness, or independence of an audit or certification activity.

## 3. Lab Classification Framework

### 3.1. Overview

VCX-Forum defines three categories of laboratories under the VCX laboratory governance framework:

- VCX-Forum In-House Lab (VFIHL)
- VCX-Forum Certified Lab (VFCL)
- VCX-Forum Trusted Lab (VFTL)

Each classification represents a different level of operational capability, certification authority, and governance responsibility.

### 3.2. Capability and Permission Matrix

	VFIHL	VFCL	VFTL
Internal VCX Testing	Yes	Yes	Yes
External VCX Services	No	Yes	Yes
Score Publication(Website)	No	No	No
Closed-to-Open Conversion	No	Via VFTL	Yes
Use VCX Marketing Assets	No	Yes	Yes
Conduct Certification Audit	No	No	Yes
Ability to perform Full Profile Suite	Optional	Registered Scope	Mandatory
Annual Re-certification Required	No	Mandatory	No
Sync-Cycle Participation	No	Optional	Mandatory

### 3.3. General Restrictions

#### 3.3.1. VCX-Forum In-House Lab (VFIHL)

A VCX-Forum In-House Lab (VFIHL) is a non-certified VCX-compliant laboratory intended for internal testing, experimentation, trial, development, evaluation, and benchmarking activities. A VFIHL may be operated by both VCX members and non-members.

A VFIHL may:

- implement one or multiple VCX profiles,
- perform partial or full VCX test procedures,
- conduct internal testing and private benchmarking activities.

A VFIHL shall not:

- claim VCX certification status,
- publish VCX benchmark scores,
- offer VCX-related commercial services,
- conduct certification audits,
- use VCX certification or trusted-lab marketing assets.

A VFIHL may voluntarily request a non-certification audit for internal improvement purposes.

### 3.3.2. VCX-Forum Certified Lab (VFCL)

A VCX-Forum Certified Lab (VFCL) is a VCX-certified laboratory authorised to provide VCX-related testing and benchmarking services within its approved certification scope under controlled confidentiality conditions.

VFCL status is intended for operational testing entities seeking to establish VCX testing capability for internal or customer-facing activities. Eligible entities may include:

- independent laboratories,
- device manufacturers,
- chipset vendors,
- engineering service providers,
- research organisations,
- or other technically qualified entities capable of maintaining VCX operational requirements.

A VFCL may:

- provide full or partial VCX testing services,
- conduct private benchmarking activities,
- implement one or multiple certified VCX profiles,
- use approved VCX marketing assets.

A VFCL shall:

- operate only within its approved certification scope,
- maintain compliance with applicable VCX operational standards,
- maintain trained personnel and operational repeatability,
- maintain result integrity and confidentiality,
- cooperate with reassessment and harmonisation activities,
- notify the VFLA of material operational changes (in advance ? if yes, time window needs to be specified)

A VFCL shall not:

- publish VCX results directly to the general public,
- independently convert closed results into publishable open results,
- conduct certification audits,
- claim VFTL status or equivalent authority,
- provide services outside its approved certification scope.

Public publication of VFCL-generated results requires verification through an authorised VFTL in accordance with VCX publication governance requirements.

### 3.3.3. VCX-Forum Trusted Lab (VFTL)

A VCX-Forum Trusted Lab (VFTL) is a fully authorised VCX laboratory responsible for certification audits, public-result verification, harmonisation activities, and maintenance of inter-laboratory consistency across the VCX ecosystem.

Due to its governance responsibilities, VFTL status is intended only for highly experienced and operationally mature laboratories capable of maintaining long-term operational stability, independence, neutrality, full-profile implementation capability, and inter-laboratory trust.

A VFTL is typically expected to:

- maintain extensive operational experience with VCX testing,
- demonstrate consistent inter-laboratory alignment within applicable tolerance limits,
- maintain complete implementation capability for all registered profiles,
- support harmonisation and governance activities across the VCX ecosystem,
- operate with sufficient organisational independence to avoid governance conflicts of interest.

A VFTL may:

- provide full VCX testing services,
- conduct public-result verification activities,
- perform closed-to-open result conversion,
- conduct certification audits on behalf of the VFLA,
- provide VCX-related training and pre-audit services,
- participate in VFTLSC and harmonisation activities.

A VFTL shall:

- maintain full-profile operational capability for all registered profiles,
- maintain operational independence, impartiality, and confidentiality,
- participate in harmonisation and sync-cycle activities required by the VFLA,
- support audit, certification, and governance activities assigned by the VFLA,
- maintain operational readiness and inter-laboratory consistency,
- notify the VFLA of material operational changes (in advance ? if yes time window needs to be specified)

A VFTL shall not:

- conduct certification audits outside its own approved operational scope,
- provide VCX services outside its approved certification scope,
- operate under unresolved conflicts of interest,
- compromise operational neutrality, governance integrity, or inter-laboratory trust.

Temporary operational downtime exceeding three weeks shall be notified to the VFLA where reasonably possible. Extended downtime may trigger reassessment or re-certification activities.

### 3.3.4. Common Operational Principles

All VFCLs and VFTLs shall operate as independently certifiable laboratory entities. Certification status does not automatically extend across affiliated organisations, laboratory branches, or geographically separated facilities unless explicitly approved by the VCX Board.

Certified labs shall maintain clearly defined certification scopes covering applicable profiles and operational capabilities. Services outside the approved certification scope are prohibited.

Material operational changes affecting infrastructure, personnel, management, software, equipment, operational methodology, repeatability, or auditability shall be reported to the VFLA and may trigger reassessment, corrective action, or re-certification activities depending on operational impact.

Commercial arrangements between laboratories and customers remain outside the operational remit of the VFLA unless governance integrity, operational neutrality, confidentiality obligations, or result integrity are affected.

## 4. Certification Lifecycle

### 4.1. Initial Application

Applicants seeking VFCL or VFTL certification shall submit a formal application to the VFLA including the requested certification scope, laboratory information, operational readiness evidence, infrastructure declaration, and personnel competency evidence.

The VFLA may accept, reject, or request additional information during the review process. The target review period is two calendar weeks unless exceptional circumstances apply.

Rejected applicants may escalate the decision to the VCX Board. The decision of the VCX board is final and cannot be challenged.

### 4.2. Lab Under Audit (LUA)

Following application acceptance, the applicant becomes a Lab Under Audit (LUA).

The LUA shall cooperate with audit activities, provide requested evidence and test results, comply with reference-device handling requirements, and support reasonable audit preparation activities.

LUA status does not constitute certification approval. The LUA shall not claim VFCL or VFTL status prior to formal certification issuance.

### 4.3. Audit and Certification

The VFLA assigns an auditing entity considering profile capability, conflict-of-interest evaluation, operational fairness, and geographical practicality.

The audit scope may include infrastructure verification, operational process review, personnel competency assessment, standards compliance verification, confidentiality handling, and result repeatability assessment. Depending on operational risk and certification scope, the audit may be conducted as an in-person, remote, spot, partial, or full audit.

The auditing entity may additionally request preliminary testing, readiness discussions, operational evidence, or reference-device result submissions prior to the formal audit.

Following completion of the audit, findings and recommendations are submitted to the VFLA. The auditing entity is not authorised to independently grant certification approval.

VFCL approval is granted by the VFLA, while VFTL certification additionally requires final approval by the VCX Board.

Approved labs are added to the official VFLA registry together with their approved certification scope.

### 4.4. Operational Maintenance

Certified labs shall maintain operational compliance, trained personnel, result integrity, repeatability, and confidentiality throughout the certification period.

Certified labs are required to notify the VFLA of material operational changes that may affect repeatability, comparability, infrastructure integrity, auditability, or certification scope. Material changes may include relocation, infrastructure redesign, major software changes, equipment replacement, leadership changes, or significant process modifications.

Depending on the nature and severity of the change, the VFLA may require reassessment, corrective action, or re-certification.

Certified labs shall additionally cooperate with harmonisation, reassessment, sync-cycle, and governance activities requested by the VFLA.

### 4.5. Annual Re-certification

VFCLs are subject to periodic re-certification in order to maintain active certification status.

The certified lab remains responsible for monitoring certification validity and initiating renewal activities within the required timeframe. Failure to initiate renewal does not exempt the lab from certification expiry consequences.

Renewal activities may require updated infrastructure declarations, staffing information, operational change disclosures, software and equipment updates, corrective-action status updates, and profile scope confirmation.

The reassessment scope is determined by the VFLA or assigned auditing entity and may include documentation review, remote reassessment, spot audit, partial audit, or full operational audit. The determination may consider previous audit history, operational changes, sync-cycle performance, complaint history, and governance compliance history.

Renewal decisions may result in:

- renewal approval,
- conditional renewal,
- corrective action request,
- temporary operational restriction,
- suspension,
- certification expiry.

Labs with expired certification shall immediately cease:

- certification claims,
- certification marketing usage,
- activities requiring active VFCL or VFTL status.

The VFLA may additionally require customer notification depending on operational impact.

## 4.6. Suspension and Corrective Action

The VFLA may place a lab under notice or suspension due to failed audits, repeated operational deviations, unresolved major findings, confidentiality breaches, governance non-compliance, unreported material changes, or conflict-of-interest concerns.

A lab under notice or suspension may be restricted from:

- accepting new VCX-related contracts,
- marketing VCX-related services,
- operating under active certification status,

- performing activities defined by the VFLA as restricted during the notice period.

Corrective actions, remediation evidence, and reassessment activities may be required before certification status can be reinstated.

## 4.7. Termination and Disqualification

Certification may terminate due to voluntary withdrawal, non-renewal, membership termination, or operational discontinuation.

The VCX Board may permanently revoke certification due to severe or repeated violations including intentional misconduct, result falsification, severe confidentiality breach, unresolved conflict of interest, operational dishonesty, or repeated governance violations. Following termination or disqualification:

- certification claims shall cease,
- certification branding usage shall cease,
- the lab shall be removed from the active VFLA registry.

## 5. Audit Governance Framework

All certification and re-certification audits conducted under the VCX laboratory framework shall follow the latest version of the:

- VCX-Forum Audit Governance and Procedure Guideline

Audit governance, auditor responsibilities, conflict-of-interest handling, audit scope determination, reassessment procedures, and audit operational requirements are defined in the separate audit governance document.

## 6. Result Integrity and Tolerance Governance

### 6.1. Purpose

This section defines the governance principles intended to maintain result integrity, inter-laboratory consistency, repeatability, and operational comparability across all VCX-authorized laboratories.

All certified labs shall operate within the tolerance and harmonisation requirements defined by the VFLA for the applicable VCX profiles.

## 6.2. Result Integrity Principles

VFCLs and VFTLs shall ensure that test results are generated using approved operational procedures and controlled testing environments.

Measurements shall remain repeatable, traceable, and within the tolerance limits defined by the VFLA. Intentional manipulation, selective omission, falsification, or unauthorised modification of test results constitutes a severe governance violation.

## 6.3. Inter-Laboratory Harmonisation and Tolerance Governance

The VFLA maintains harmonisation and tolerance governance activities intended to preserve inter-laboratory consistency and benchmarking comparability across VCX-authorized labs.

Such activities may include:

- sync-cycle activities,
- reference-device comparisons,
- inter-laboratory result reviews,
- reassessment activities,
- targeted consistency investigations.

The VFLA determines applicable tolerance limits, sync-cycle frequency, participating labs, reassessment triggers, and evaluation criteria for each applicable profile.

VFTLs are required to participate in harmonisation activities as determined by the VFLA. VFCL participation may additionally be requested where operational verification is required. Sync-cycle activities are the responsibility of of VFLA in terms of efforts and resources.

## 6.4. Result Deviation and Verification

The VFLA may initiate reassessment, corrective action, or re-audit activities where:

- tolerance limits are exceeded,
- repeated operational deviations are identified,
- inter-laboratory inconsistencies are observed,
- operational anomalies are detected,
- harmonisation activities indicate elevated operational risk.

VFCL-generated results intended for public publication will need to undergo verification through an VFTL in accordance with VCX publication governance requirements.

The verifying VFTL may validate, reject, or request reassessment of submitted results where operational inconsistency is identified.

Repeated verification failures or unresolved operational inconsistencies may trigger corrective action, reassessment, or re-certification activities.

## 7. Commercial and Administrative Conditions

VFCLs and VFTLs may independently determine their commercial pricing, customer agreements, operational terms, and service structures.

Certification fees, operational surcharges, reassessment costs, and audit-related expenses are governed by applicable VCX-Forum policies and may be revised periodically.

Private customer projects, benchmarking activities, and customer-specific operational data remain confidential unless disclosure is:

- required for governance verification,
- required for reassessment activities,
- authorised by the customer,
- legally required.

Certified labs shall maintain reasonable administrative cooperation with the VFLA regarding certification maintenance, reassessment activities, operational declarations, and governance communications.

Commercial arrangements between laboratories and customers remain outside the operational remit of the VFLA unless governance integrity, operational neutrality, confidentiality obligations, or result integrity are affected.

## 8. Exceptional Governance Cases

Exceptional operational, certification, or governance cases not explicitly covered by this document may be reviewed by the VFLA and, where necessary, escalated to the VCX Board.

The VFLA may impose temporary operational restrictions, reassessment requirements, or interim governance measures where necessary to preserve operational integrity and result comparability.

The VCX Board retains final authority for exceptional governance decisions.