



MANAGEMENT SYSTEM
CERTIFICATION
ASSESSMENT
RECOMMENDATION
CONDITIONS AND NOTES

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MANAGEMENT SYSTEM CERTIFICATION

ASSESSMENT RECOMMENDATION CONDITIONS AND NOTES

CONDITIONS

For certification (registration) to be confirmed, open non-conformances, which are the subject of reports at the end of the audit, must be closed within the time scales given below, from the date of the audit closing meeting.

The requirements for closure and time scale allowed is dependent on the classification of the non-conformance, given in Publication VCA/MS/004 and the type of audit, initial or surveillance (summary below).

Non-conformances will only be closed where objective evidence of effective corrective action has been verified by VCA. For minor non-conformances this will normally be possible by submission of evidence by the client, without an on-site visit. For major non-conformances an on-site verification will normally be required.

For initial audits all non-conformances need to be closed within 3 months (90 days) from the closing meeting for certification (registration) to be issued.

For surveillance and re-certification, non-conformances will normally need to be closed within 2 months (60 days) from the closing meeting for certification (registration) to be continued. Extensions of surveillance time scales for ISO 9000, ISO 14001 and ISO/OHS 18001, may be permitted if suitable justification is provided in writing.

The method of verification and associated timings required will be made clear by the Lead Auditor at the audit closing meeting.

INITIAL ASSESSMENT

STANDARD	ISO 9000	ISO 14001	ISO/OHS 18001	ISO/TS 16949
Major	3 months	3 months	3 months	90 days
Minor	3 months	3 months	3 months	90 days
Consequence if not met	Non-certification	Non-certification	Non-certification	Non-certification and IATF notification

SURVEILLANCE

STANDARD	ISO 9000	ISO 14001	ISO/OHS 18001	ISO/TS 16949
Major	2 months	2 months	2 months	2 Months Suspension probable and de-listing initiated
Minor	2 months	2 months	2 months	2 Months De-listing initiated
Consequence if not met	Suspension/Withdrawal of certification	Suspension/Withdrawal of certification	Suspension/Withdrawal of certification	Suspension/Withdrawal of certification

NOTES

Where it is found on subsequent visits that the quality system fails to meet the standard, VCA may take steps to withdraw certification (registration).

Audits are carried out on the basis of sampling the organisation's activities and therefore non-conformances may exist which were not identified.