

## Annex 11: Certification Regulation for Road Traffic Safety MS

Standard or Certification scheme:	ISO 39001:2012	Accreditation Standard:	ISO 17021-1:2015								
<b>Certification Cycle:</b>	<p>The certificate is valid for three years. To maintain the validity of the certificate, annual surveillance audits shall be carried out. Before the expiration date of the certificate, a recertification audit is conducted in order to renew the validity of the certificate for the next three year cycle.</p> <p>The certification audit is carried out in two stages. Stage 1 may not be implemented at the customer premises. The interval between the two stages shall not exceed six months. If this period elapses or significant changes occur that affect the MS, stage 1 must be repeated. Stage 1 audit findings may lead to postponement or cancellation of Stage 2.</p> <p><u>Audit planning and time table.</u> Surveillance audit process has to be completed annually, with due date the date of the certification decision after the Initial Certification audit. Correspondingly the re-certification audit process has to be completed within the same time frame. Example:</p> <table border="1"> <thead> <tr> <th>Certification Decision</th> <th>1<sup>st</sup> Surveillance audit</th> <th>2<sup>nd</sup> Surveillance</th> <th>Re-certification audit</th> </tr> </thead> <tbody> <tr> <td>15/7/2016</td> <td>15/7/2017</td> <td>15/7/2018</td> <td>15/7/2019</td> </tr> </tbody> </table> <p>In case of exceeding time limits certificate is suspended for six months and after this period finally withdrawn.</p> <p>In recertification audits, a stage 1 may be conducted when there have been significant changes in the management system or in the framework within which it operates (eg changes in legislation), and the client.</p>			Certification Decision	1 <sup>st</sup> Surveillance audit	2 <sup>nd</sup> Surveillance	Re-certification audit	15/7/2016	15/7/2017	15/7/2018	15/7/2019
Certification Decision	1 <sup>st</sup> Surveillance audit	2 <sup>nd</sup> Surveillance	Re-certification audit								
15/7/2016	15/7/2017	15/7/2018	15/7/2019								
<b>Audit Evaluation Criteria / Characterization of Non Conformities:</b>	<p>1: Full conformity</p>		<p>3: Non Conformity (-ies): Correction through the submission of Documents</p>								
	<p>2: (O): Points of Improvement, the effectiveness of the corrective actions are evaluated during the next audit</p>		<p>4: Non Conformity (-ies): Correction through Re-audit</p>								
<b>Time allowed to close Non Conformities:</b>	<p><b>Certification Audit:</b> 2 months after the completion of stage 2.  <b>Surveillance Audit:</b> 2 months after the date of the audit or no later than the due date of the completion of stage 2 of the Certification Audit  <b>Recertification Audit:</b> 2 months after the date of the audit or no later than the due date of the completion of stage 2 of the Certification Audit</p>										