



Prot 73/2016

- To all clients

**Object: transition to ISO 9001:2015 and ISO 14001:2015- Comments**

While performing transition audits all auditors shall use as reference SMC Slovensko's Regulations R1 ed.2 rev.2. Part of the regulation is here reported:

"In September 2015 the new edition of the standards ISO 9001:2015 and ISO 14001:2015 were published.

A transition period of three years from 15/09/2015, has been defined in order to adopt the new standards. ISO 9001:2008 and ISO 14001: 2004 will be valid until 15 september 2018. During this period all the certificates issued in conformity to ISO 9001:2008, ISO 14001:2004, ISO 9001:2015 and ISO 14001:2015 will be valid. All ISO 9001:2008 and ISO 14001:2004 certificates issued after the publication of the new standard will have a deadline in conformity to the withdrawal of ISO 9001:2008 and ISO 14001:2004.

During these 36 months all the valid certificates will lose their validity and could be updated to the new edition of the standard during transition audits (during planned surveillance, renewal or special audits). Planned transition audits (surveillance, renewals) can include additional man/days to what was previously planned.

We invite all clients to analyse in advance the changes of the new standards in order to facilitate the transition process and to contact our offices to arrange the dates of the audits (email to notify the availability to perform audit in accordance to the new edition of the standards) before the 15th of August 2018 in order to have sufficient time to solve any unresolved issue or any major non conformity. Evaluation of conformity to the new edition of the standards will be performed by SMC Slovensko with a single audit. Only on client's specific request, it will be possible to perform with a staged approach. In this case extra time will be needed and minimum two audits will be required.

During transition audit, a part from the usual audit activity:

1. Auditors will verify if the client has open non conformity related to the new requirements, and this will be solved in the surveillance or renewal audit,

2. All the situations in which the client should take corrective actions to fulfill the requirements will be considered as non conformity. In particular, in case of minor nonconformities, client will be recommended



for certification in accordance to the new standards only after having received and analysed the treatment proposals and corrective actions, evaluating their efficacy in the following audit. In case of major non conformities, recommendation for certification in accordance to the new standards will be given only after having evaluated the efficacy of corrective actions through document's analysis or follow up audit.

3. The evaluation of client's conformity to the new requirements, performed during transition period, doesn't interfere with conformity to ISO 9001:2008 and ISO 14001:2004.

4. Auditors should write on the audit report the recommendation for the updating of the certificate to the new edition of the standard

Certificates of clients who will not have completed the transaction on time will be withdrawn, but they can have an additional audit to be performed not after the 15/11/2018. If the audit has a positive result, the certificate will be issued with a new number, with a new issue date, but with the deadline of the old certificate."

All the transition audits performed at the same time as surveillance/renewals will have a minimum duration of one day and half. In the first day as per audit plan, all the requirements of the old standards within the requirements of the new standard will be audited. The auditors will use the transition check list in which the reference to the old standard and of the new standard will be reported. In the following half day the auditors will examine the completely new clauses of the standards.

At the end of day one, the auditors will prepare the report and non conformity (if present) in reference to the old edition of the standard.

At the end of the audit, the report on the new edition of the standard will be prepared considering the evidences collected in both the audit days.

During the surveillance audit to evaluate all the requirements, even if already evaluated in the previous audit, because in the transition audit it is necessary to evaluate all the requirements to the new standards.

We invite all clients to organize on time the transition of their certificate, they can ask for the audit using Form MOD 7.2 from the web site and to fill in and send it to [info@smcsc.com](mailto:info@smcsc.com). When we will receive it, commercial department will issue an integration to the offer that should be accepted in order to begin the transition iter.

Best regards

Technical Manager