IAF Technical Committee
Frankfurt, Germany on Friday 6th - Saturday 7th April 2018

Item #	Subject	Background/Discussion	Decisions	Actions
01	Welcomes, Apologies, Introduction and Voting Member Identification (Romyanon)	The Chair ((Ekanit Romyanon) welcomed the members and opened the meeting with the concept that everyone's opinion was important. He encouraged members to speak slowly, clearly and avoid the use of slang to facilitate everyone's' understanding. He added that as Chair he requests only constructive conversations and that derogatory language would not be tolerated. He further explained his task was to ensure there was a balance of opinions heard on the issues from all stakeholders from all geographical regions. All major decisions would be confirmed to ensure they were captured in the minutes. The welcome was followed by a round of introductions.		
02	IAF TC Terms of Reference (Nash)	The Vice Chair (Trevor Nash) reviewed the Terms of Reference for the IAF Technical Committee (TC). He high-lighted that most decision were determined by consensus however a formal voting process was possible if and when needed.		
03	Agenda and Objectives of Meeting (Romyanon)	The circulated draft agenda was reviewed and there was a suggestion to add a topic on review of MD documents in light of the ISO/IEC 17011: 2017. The agenda was approved by the members with this addition in Section 09 - Other Business.	Agenda Approved	
04				
04.1	Minutes of Meeting held on October 23-24, 2017 in Vancouver, Canada (Brough-Kerrebyn)	The IAF TC Secretary presented the final version of minutes of the meeting in Vancouver October, 2017. With a minor correction of a presenter's name, the minutes were approved.	Minutes Approved	Post Final Minutes - Secretary
04.2	Log of Key IAF TC Decisions (Brough-Kerrebyn)	The TC consensus responses from the Vancouver 2017 decision papers were endorsed by the members with no changes. These decisions will be posted to the Decision Log on the IAF website.	Approved	Post revised Decision Log - Secretary
05	Working Groups/Task Force/Progress Reports (Romyanon)			
05.1	Working Groups (Romyanon)			
05.1.1	WG Management System Certification (ISO/IEC 17021) (Gillespie / Gignac)	Guillaume Gignac provided a report on the WG MSC meeting. High lights included discussing the ISO 9001/14001 transition data and potential lessons learned as well		Next Meeting: Full day 70-80 participants

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		as working with sector schemes. They also prepared recommendations for the 9 discussion papers on the agenda (Section 12) They recommended that there be more communications to address the transition deadline. They also considered that there should be encouragement to submit data from ABs and CABs, and techniques such as name and shame were offered. They noted that perhaps some lessons learned from the AB with the higher rate of transition were worth collecting. The WG participants also discussed MD documents in regards to their publication and implementation dates being the same. They concluded that awareness of the proposed implementation date was important during the comment and voting periods. It was noted that three related Task Forces (TFs) would be disbanded.		Avoid::MS TFs Microphones on tables **Action:** Ekanit to consult with executive how to encourage the AB/CB's submissions.
05.1.2	WG Product Certification Accreditation (ISO/IEC 17065) (Moliski / Kotaro)	Kotario Yoshida reported on the high-lights of the Product WG meeting. WG participants were provided with an up-date from the regions on related activities. The WG further explored the proposal for an IAF-OIML joint draft assessment document. The WG recommends to the IAF TC to initiate the documents development / endorsement to be an IAF-OIML joint document. They decided to circulate the draft procedure for comment to the PCA WG members with a 60 days period. The co-conveners with Paul Dixon will combine comments and prepare draft responses including modification where needed and then request the TC Chair to forward for TC member comments. There was general approval for this project and the TC Chair recommended a fast-track procedure. In regards to the WG implementation survey, no progress has been made. However, a task force was to be assigned a deadline to provide a categorization of comments. It is planned that a final analysis will be available at the next meeting in Singapore. In follow up to the workshop on *Product Certification - Impartiality and Consultancy* a draft summary report was prepared and circulated to the workshop participants. There were no comments provided to the summary report. As a result, the WG submitted this report to the TC asking it to be placed on the IAF publicly available website.	The meeting agreed for the fast track and request the Chair to consult with the EC in relation to the procedure for development of this document (Joint document with other Body) Finalize analysis of survey.-WG.	Next Meeting: ½ day (daytime) 50 - 60 participants Avoid: WG MSC, Person, and Food, TF on CAS

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		There was agreement that the document needed to be reviewed and endorsed by the workshop participants first before posting	Participants to review the workshop document before posting - WG	
05.1.3	WG Person Certification (ISO/IEC 17024) (Woodley / Sheehan)8	Cynthia Woodley provided a presentation and spoke to the high-lights. In reference to their document on Assessors competence for Persons Certification the WG will develop a survey of the knowledge required. The survey will be reviewed by the WG and then sent to the IAF membership. The WG requested that the survey be sent out by the IAF TC to all members. The meeting also provided an opportunity to review what was working versus what was not. As an output the WG will discuss at the next meeting ISO/IEC 17024 as it relates to risk-based assessment.	Prepare and review survey at WG level, send to secretary –WG.	Next Meeting: ½ day 30-40 persons Avoid: WG Food, Develop and send survey to IAF members – WG, Secretary
05.1.4	WG Forests (Rantanen / Berger)	Varpu Rantanen indicated that review of the status of progress on the PEFC standards was the main topic of their meeting. Other topics included the IAF liaison for PEFC and ISO/IEC 17011:2017. Varpu also announced that she was stepping down as the co-convener of the WG and another replacement should be sought.		Seek replacement convener – TC Chair
05.1.5	WG Food (ISO 22000) (Greenaway / Sheehan)	Kylie Sheehan provided an oral report on activities since the last meeting in Vancouver October 2017. These included: Resolution 2017-16 ISO 22000:2005 to revised ISO 22000 three year transition, Work on a transition document, Research on organic food for potential IAF document, Survey findings on IAF MD 16, Representation on CODEX WGs, and Revision of ISO/TS 22003 on ISO/CASCO/TC34/SC17 JWG36.		Next Meeting: 1 day 40 people Avoid: WG MSC and WG Certification of Persons (directly before, after or at the same time)
5.1.6	WG Medical Devices (ISO 13485) (Ramaley / Nakagawa)	Azusa Nakagawa provided an oral report that the revisions to IAF MD8 and MD 9 were being worked on. There was no request from the WG to the TC.		

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05.1.7	WG Greenhouse Gases (GHG) and Energy (ISO 14065) (Makino / Howard)	Chikako Makino provided details on the WG meeting.
		The meeting started with an up-date on MLA status from the regions.
		This was followed with a description of the IAF Ad-hoc committee activities for CORSIA. There was detailed information on the nature of the CORSIA verification and scheme criteria. The criteria includes ISO/IEC 17011 and ISO 14065 in addition to specific CORSIA documents.
		
		The WG recommended that the IAF TC arrange a half day training for CORSIA hopefully just after the next IAF TC meeting.
		The WG also recommended that the IAF members participate in the eligible training arranged by national, regional group or IAF training, in order for the IAF member to provide the accreditation service for the verification for CORSIA.
		
		The WG recommended the TC to review and revise if necessary IAF MD 6 and IAF MD14 for the purpose of ICAO CORSIA and related IAF MLA activities. This was a reconfirmation from a previous meeting)
		• IAF MD 14: review point
		    • common scope of accreditation for CORSIA
		    • **Annex A: Table 1.2 Verification for ICAO CORSIA (Normative)**
		• IAF MD 6: review point
		    • verification plan, and related data sampling for CORSIA
		    • **Annex C Verification planning and factors to consider for time allocation and data sampling relates to ICAO CORSIA (Normative)**
				Next Meeting:

05.1.8	WG Information Technology Management Systems (ITSM) (ISO/IEC 20000) (Takeshi) Noriko Tominaga for Takeshi Nonaka	Noriko Tominaga provided a presentation of the WG meeting jointly convened with the WG ISMS. The WG reviewed the status of the ISO/IEC 20000 series of standards. There was a major change from the current version (ISO/IEC 20000-1:2011) and it also adopted the CASCO High Level Common Structure. The WG ITSM is planning to discuss the transition period (2-year or 3-year) for the standard in Singapore in October 2018 to offer a resolution for the TC.		Next Meeting: ½ day 10 - 15 people
05.1.9	WG Information Security Management System (ISMS)	Fu Zhigao spoke to the presentation on the WG meeting.		

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	(ISO/IEC 27001) MLA Scope (Nakagawa / Zhigao)	He noted the WG reviewed the three related standards that had been recently updated: ISO/IEC 27000, ISO/IEC 27003, and ISO/IEC 27007. There were also discussions on two questions of the interpretation of ISO/IEC 27006. 1. Clause 7.2.1.1 d) Should or Shall auditor has a minimum of four ISMS audits for a total of at least 20 days before being a formal auditor. There were two opinions from the WG. a) Delete the clause and focusing on competence rather than qualification; b) Leaving it as guidance providing the flexibility of the clause. The WG decided to send opinions to SC27 by the liaison report 2. Annex B, the use of the term "persons doing work under the organization control" - From IAF consistency forum The term in question is also used in 7.2 and 7.3 of ISO/IEC 27001. The WG concluded the clause was not limited only to employees of the organization but any; persons doing work under the organization control, or person doing work under the organization control, whose work activities relate to the ISMS scope. Finally, the WG announced it was in need of a new convener and recommended Alex Stoichitoiu, from IQNet. They asked the TC to approve the nomination.	The two comments will be sent to SC27 asking SC27 if there is a defect. The meeting endorsed Alex S. as a new Co-Convener of the WG.	Seek another convener – TC Chair
05.1.10	WG Business Continuity Management Systems (BCMS) (Garner / Savov)	There was no written report however Tina provided an update. The WG continues to work on a survey by WebEx. They plan to convene electronically in May 2018 and will be able to report on the progress at next IAF meeting.		Next Meeting: None needed

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05.1.11	Auditing Practices Group and Accreditation Auditing Practices Group [APG and AAPG] ISO 9001 (Yang)	Fei Yang provided an oral report on the APG/AAPG. He reminded members that the new co-convener from ISO/CASCO was Joana dos Guimaraes. He indicated that the group was proposing a survey via Survey Monkey to assist in defining future activity. The TC agreed this was a worthwhile effort to set direction.		Survey to be developed -WG
05.2	Task Forces (Nash)			
05.2.1	TF Competence of AB Assessors & Experts (Krishna)	Vijay Krishna indicated that the development of a competences for Persons AB Assessors document was in process and should be developed by the next TC meeting. They are also working on a methodology to identify competencies. Work is being done between meetings by a sub-group. Review of MD 8, MD13, MD 14, and MD 16 would also performed. Vijay asked for volunteer to join the sub-group. Anyone. interested is asked to contact the TC secretary		Next Meeting: .5 day 40 persons Avoid WG Certification of Persons.
05.2.2	TF Control of Entities Operating on behalf of Accredited Certification Bodies (Savov / Houla)	Ivan indicated the document's ballot was successful and the comments were addressed at the TF meeting. The document will be submitted for publication with an application date of one year from publication. It was proposed that the TF now be disband.	Disband TF	Submit document to TC Chair for approval to publish - TF
05.2.3	TF Conformity Assessment Schemes (CAS) (Salle / Geneiatakis)	Pierre Salle reported that the document was out for 60 day IAF member comment closing May 7, 2018. A half day meeting in Singapore would be used to review the comments.		
05.2.4	TF Principles for Determining Duration of AB Assessments (Garner / Sagala)	Tina Garner indicated that the TF had completed the draft ID document and that it was ready for comment from the TC members.		TC Chair to approve distribution to TC members for comment.

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05.2.5	TF OHSAS 18001 migration to ISO 45001 (Dougherty / Omodeo-Zorini)	As the work of this committee was completer the TC agreed to disband the TF.		Disbanded TF
05.2.6	TF OH&SMS (Omodeo-Zorini / Cerri)	As the work of this committee was completer the TC agreed to disband the TF.		Disbanded TF
05.2.7	TF Multi-Site Certification and MD1 (merger) (Dalrymple / Keeling)	As the work of this committee was completer the TC agreed to disband the TF.		Disbanded TF
05.2.8	TF Transitions (new MD) (Gillespie / Omodeo-Zorini)	Leonardo Omodeo-Zorini indicated that work was progressing on the document. Marcus Long suggested that at next mid-term meeting to have a Work Shop on Transition.		Meet electronically
05.2.9	TF (MD4) (Jeffries / Omodeo-Zorini)	Sheronda Jeffries provided a summary of her presentation. The TF had a total of six meetings by WebEx. At the last meeting they addressed the 68 comments from the 60 day IAF member period. The changes to the document were summarized: Expanded the scope to be *applicable to CABs and ABs for auditing /assessment of management systems.* *Could be considered for use with other standards, such as: ISO 14065, ISO/IEC 17020, ISO/IEC 17025.* Included Normative References. Includes statement "Other schemes, normative documents and conformity assessment standards may impose limitations on the use of ICT for audit/assessment and may take precedence". Removed limitations affecting audit duration due to use of ICT. Included additional process requirements see 4.2.1- 4.2.7 The TF has therefore submitted the MD 4:XX for 30-Day Ballot by IAF Members. The TF plans one more WebEx meeting to dispose of the ballot comments. Will consider disband of TF at the next meeting?	TC Chair to approve to be balloted.	Meet electronically
05.2.10	TF Integrated Audits (revision of MD11) (Savov / Perez)	Ivan Savov reported that comments received from the 60 day comment period were considered at the meeting on April 4th. Any comment received until April 8th (end of	TC Chair to approve to be	Will not need a meeting.

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		comment period) will be resolved by WebEx on April 16th. The TF plans to submit the final draft by 30 April, 2018. The TF requests that version to go forward for ballot.	balloted when final draft received.	
05.2.11	JTF Counterfeit Certificates (Savov / Murthy)	Ivan Savov reported that the TF did not meet but they finalized the document. The joint document should now go for TC comment. He noted that the document may be used as input for a new sub-committee.		
06	Sector Liaison Reports (Romyanon)			
06.1	IAF User Advisory Committee - UAC (Jeffries)	Sheronda Jeffries reported on the User Advisory Committee activities. The presentation included logistics on the IAF Industry/User Day to be held at the Singapore meetings. It also provided information on the ISO 9001 transition rates for specific schemes. The report also provides suggestion to improve the accreditation process to benefit industry.		
06.2	TIA/QuEST Forum - Telecoms (Jeffries)	The report from QuEST Forum was noted with appreciation.		
06.3	PEFC - Forestry (Berger)	No report from PEFC was provided.		
06.4	IAQG – Aerospace (Borzek / Geer)	The report on IAQG from Brian Geer was noted with appreciation.		
06.5	GFSI - Food Safety (Quentin)	Marie-Claude Quentin reported high lights from the GFSI presentation. GFSI is headquartered in Paris with a number of regional offices around the world. GFSI signed the MOU between IAF this week. She indicated with this milestone she was hopeful that with the simplified process that scheme owners will be more involved and seek IAF membership. Xiao expressed appreciation to Marie-Claude for the co-operation with IAF to finalize the MOU.		

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06.6	Global G.A.P- Food Safety (Fekete)	No report from Global G.A.P. was provided.		
06.7	IATF- Automotive (Hass)	Norbert Hass introduced himself as a new IATF representative to IAF. He indicated that IATF was committed to move towards IAF membership. He commented that their suppliers were 30 % completed the ISO 9001 transition. The report from IATF was noted with appreciation.		
07	Liaison Reports (Romyanon)			
07.1	ISO TC 176 - QMS (Kwong) (Jeffries)	The summary from Sheronda Jeffries (IAF liaison) on TC 176 was noted with appreciation. She noted that Paul Simpson (UK) was recently elected as the new ISO TC 176 SC 2 Chair replacing Nigel Croft.		
07.2	ISO/CASCO WG 49 – ISO/IEC 17000 (Mac Curtain)	Sean Mac Curtain noted that the document was going to ballot soon.		
07.3	ISO/CASCO WG 42 – ISO/IEC 17011 (Mac Curtain) (Dougherty / Facklam)	Completed - remove from agenda.		
07.4	ISO TC 207/SC1 – EMS (Henigan) (Makino)	The reports from the TC 201/SC1 secretary was noted with appreciation.		
07.5	ISO/TC 207/SC 7 - GHG (Met Liu) ()	No report from TC 201/SC7C was provided.		
07.6	ISO/IEC JTC1/ SC27 WG1 – ISMS (Passia) (Takeshi)	The report from the JTC1/SC27 WG1 secretary was noted with appreciation.		
07.7	ISO/CASCO/JWG 48 - ISO/IEC TS 17021-10 Competence OHSMS auditor (MacCurtain) (Omodeo-Zorini)	No report from JWG 48 was provided.		
07.8	ISO CASCO JWG46 ISO/IEC 17029 Validation & Verification (MacCurtain) (Howard)	The report from the JWG 46 secretary was noted with appreciation.		

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07.9	ISO/CASCO JWG 36 Revision of ISO/TS 22003 (MacCurtain) (Sheehan)	It was reported that at the last meeting three task force were being formed.		
07.10	ISO-CASCO (including 17021-5,-6 and 7) (MacCurtain)	The report from CASCO provided by Sean MacCurtain was noted with appreciation. He high-lighted that common elements were presently under going revision.		
07.11	Interpol - Counterfeit Certificates (Savov)	Ivan reported that on 25-26 September 2018 where will be an international conference bringing together all concerned stakeholders.		
08	Regional Accreditation Group Liaison Reports (Romyanon)			
08.1	EA (Belson)	Kevin Belson provided a report and high-lighted that: Their recent EACC workshop was on what are the applicable requirements of ISO/IEC 17020, 17021 and 17025 referred to in clause 6.2 of ISO/IEC 17065. There are new European regulations on the protection of personal data and increasing interest in related certification schemes, In regards to comments on IAF documents there was a request to provide more feedback on comments that are not agreed to by the WG/TF.		
08.2	PAC (Yang)	Fei Yang provided a report and high-lighted that: There was a series of training sessions on ISO/IEC 17011:2017 sponsored by APEC, The report listed all the other training planned for 2018, The PAC annual meeting is June 1-9, 2018 in Kyoto, Japan.		
08.3	IAAC (Melo)	Andrea Melo provided a report and high-lighted that: IAAC launched the IAAC MLA extension for main scope level 3 ISO/IEC 17021-1, sub scope level 5 ISO 37001, Anti bribery Management Systems, The 23nd IAAC General Assembly Meetings will be held in Montego Bay, Jamaica, August 25 to 31, 2018.		
08.4	ARAC (Barrak)	Moslem Barrak provided a summary on the report on ARAC.		
08.5	AFRAC (Milgo)	Milgo provided a summary on the report on AFRAC.		
08.6	SADCA	No report from SADCA was provided.		

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09	Any Other Business (Romyanon)			
09.1	Formation of an APG EMS (Williams)	Steve Williams reported that the APG on EMS will be having their first meeting in Singapore. The TC 207 SC1 member will be joining the IAF representatives.		
09.2	Rate of ISO 9001:2015 and ISO 14001:2015 customer transition - IIOC/IQNet	Marcus Long first noted that the data presented in his report should not be published as some will make assumptions on its meaning. Data in the report included: ISO 9001:2015 As of 28 Feb 2018: 47.24%, range: 16.28% to 94.61% from 1,134,524 certificates reported. ISO 14001:2015 As of 28 Feb 2018: 51.55%, range: 6.52% to 91.48% from 379,357 certificates reported. Data from 56 ABs, no data from 15, including 8 who have no data on both occasions There will be two further data collections - 30 June and 30 Sep 2018. Marcus concluded that IAF would benefit from a session to develop the lessons learned to incorporate into future transition procedures. He suggested that ABs should watch for unusual transition patterns such as an extreme acceleration of transition.		
09.3	Halal Scheme (Houla)	Brahim Houla reported that the IHAF meeting would be on April 9, 2018.		
09.4	Consistency Forum (Long)	Marcus Long suggested that the Consistency Forum was an underutilized resource perhaps due to its restricted access. There is a need to look for a more accessible forum. Presently there is not a solution but it needs to be explored and any suggestions would be welcomed.		Send comment and suggestions to Marcus.
9.5	Re-consider of MD documents in view of the new ISO/IEC I7011	Ekanit and Trevor offered to make a list of TC documents that needed to be revised to reflect ISO/IEC 17011:2017.		TC Chair and Vice-Chair – produce a list of

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				MD documents in need of revision.
10	Meeting Conclusion and Results (Romyanon)			
10.1	Update of the Work Program (Brough-Kerrebyn)	**Working Groups:** • IEC-IAF-ILAC Steering Committee (Xiao) • IAF Working Group on Person Certification (ISO/IEC 17024) (Woodley & Sheehan) • IAF Working Group on Forests (Rantanen & Berger) • IAF Working Group on Product Certification Accreditation (ISO/IEC 17065) (Moliski & Kotaro) • IAF Working Group on Medical Devices (ISO 13485) (Ramaley & Nakagawa) • IAF Working Group on Food (Sheehan & Greenaway) • IAF Working Group on Greenhouse Gases and Energy [GHG] (ISO 14065) (Makino & Horward) • ISO 9001 Auditing Practices Group and Accreditation Auditing Practices Group [APG and AAPG] (Yang) • IAF Working Group on Management System Certification (ISO/IEC 17021) (Gillespie & Gignac) • IAF Working Group on Information Technology Management Systems (ITMS) (ISO 20000) (Nonaka) • Working Group on Information Security Management System [ISMS] MLA Scope (ISO 27001) (Nakagawa & Fu) • IAF Working Group on Business Continuity Management Systems (BCMS) (Garner & Savov) • ISO 14001 Auditing Practices Group [APG} (Wilson & van Erp) **New (Joint) Working Groups:** • none **Working Groups Terminated:** • none		

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		Continuing Task Force Projects: • Log of key IAF Technical Committee Decisions (Brough-Kerrebyn) • IAF Task Force Competence of Accreditation Assessors and Experts (Krishna) • IAF TF Conformity Assessment Schemes (CAS) (Salle & Geneiatakis) • IAF Task Force Principles for determining Duration of AB Assessments (Sagala & Garner) • IAF/ILAC Joint Task Force Counterfeit Certificates (Savov & ILAC Member) • Transitions (new *MD)* (Gillespie and Omodeo-Zorini) • CAAT (*revision to MD4)* (Jeffries and Omodeo-Zorini) • IAF Task Force Integrated Audits (revision of MD11) (Savov & Perez) **New Task Forces:** • Fraudulent Behaviour (Croft & ?) (AD-hoc) **Task Forces Terminated:** • IAF Task Force OHSAS 18001 migration to ISO 45001 (Dougherty & Omodeo-Zorini) • IAF Task Force OH&SMS (Omodeo-Zorini & Marco Cerri) • IAF Task Force Multi-Site Certification and MD1 (*merger)* (Dalrymple and Keeling) • IAF Task Force Entities Operating on behalf of Accredited Certification Bodies (Savov & Houla)		
10.2	IAF TC Resolutions for the IAF General Assembly (Romyanon)	none from this meeting		
11	Next Meetings (Romyanon)			
11.1		22- 31 October 2018 - Singapore		

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11.2				
11.3	Draft IAF TC Program for the Next Meeting (Brough-Kerrebyn)	The secretary indicated that the draft schedule of the Singapore 2018 meeting had been circulated 30 days before the meeting. Conveners were reminded to ensure they review this schedule in the next 24 hours and convey their requests for change before the schedule is discussed at the JEC meeting held in two days.		
12	Discussion papers for action by the TC (Nash)			
12.1	IAF Decision 15/10/03 Non Accredited Certification - EFAC	Consensus of the IAF TC Decision Log: IAF Decision 15/10/03 Non Accredited Certification The correct answer is interpretation A. The accreditation scope is the standard (used for certification, e.g. ISO 9001, ISO 14001) and the scopes (e.g. IAF 03, if the AB accredits by scope category). The scope is not at the ISO/IEC 17021-1 level.		
12.2	Clarification for calculation method of multi-site organization MD1 - JACB	Consensus of the IAF TC Decision Log: Clarification for calculation method of multi-site organization MD1 IAF MD 1:2018 takes precedence over IAF MD 5, as stated in the introductory notes of IAF MD 1:2018. IAF MD 5 is currently under revision. IAF MD 19 has been withdrawn and is not applicable. For certification of multiple sites where sampling is not permitted, detailed requirements will be covered in more detail in a new IAF MD. The starting point for calculating audit time of the management system is the total involved on all of the sites, consistent with Table QMS 1 and Table QMS 2 for quality management systems and Table EMS 1 and Table EMS 2 for environmental management systems. Paragraph 1 – IAF MD 1:2018, 7.3.1 takes precedence over IAF MD 5 - 10.2 per introduction in IAF MD 1. IAF MD 5 is under revision. Paragraph 2 – "Selected site" is defined in the text in IAF MD 1:2018, clauses 6.1, 6.2, and 6.3.		

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		Paragraph 3 – Yes, it is applicable. Paragraph 4 – IAF MD 1:2018 takes precedence over IAF MD 5. Paragraph 5 – The reduction is not embedded in the table so one can apply the reduction after determining complexity. Paragraph 6 – All sites must be audited during initial and recertification audits. Paragraph 7 – Yes. The recertification audit must include any sites added between the initial audit and the recertification audit and will not include any sites subtracted between the initial audit and the recertification.		
12.3	Issuing non-accredited certificates to ISO 45001 - ABCB	Consensus of the IAF TC: Decision Log: Issuing non-accredited certificates to ISO 45001 Accredited CBs to OHSAS 18001 can issue non-accredited certificates to ISO 45001 up to the time that they complete their accreditation. CBs must then transition/upgrade those certificates to accredited status within one year of the accreditation decision.		
12.4	ISO 21001:2018 - SAS	Consensus of the IAF TC: Decision Log: ISO 21001:2018 There is no migration period planned. ISO 21001:2018 and ISO 29990:2010 are two (2) different standards. ISO 21001:2018 is a new standard, and ISO 29990 will be withdrawn. Yes, IAF resolution 2016-17 does apply. A CB can issue unaccredited certificates to ISO 21001.		
12.5	ISO/IEC 17021-1: IAF MD17 - EACC	Consensus of the IAF TC: Decision Log: ISO/IEC 17021-1: IAF MD17 The consensus was that the number of witnesses should be adjusted according to the accreditation cycle on a pro rata basis. MD 17 is being revised and this issue will be addressed at that time.		
12.6	Multisite certificate - ACCREDIA	Consensus of the IAF TC: Decision Log: Multisite certificate		

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		It is necessary to state on the certification document, the site location and that support activities are performed at that location, but not necessary to list those support activities.		
12.7	Transition of ISO 9001 & 14001 - IPAC	Consensus of the IAF TC: Decision Log: Transition of ISO 9001 & 14001 We reaffirm that on 15 September 2018 all ISO 9001:2008 and ISO 14001:2004 certificates will expire and will no longer be valid. When transition activities are successfully completed prior to 15 September 2018, the expiry date of the new certification can be based on the expiry date of the existing certification. The issue date on a new certificate shall be on or after the certification decision. If the certification body has not completed the transition audit or the certification body is unable to verify the implementation of corrections and corrective actions for any major nonconformity prior to 15 September 2018, then certification to the new versions shall not be recommended. The client shall be informed and the consequences shall be explained. Following 15 September 2018, the certification body can issue certification to the new versions within 6 months (15 March 2019) provided that the audit process has been initiated by 15 September 2018 and the outstanding transition activities are completed. The effective date on the certificate shall be on or after the certification decision and the expiry date shall be based on prior certification cycle. Certification to ISO 9001:2015 and ISO 14001: 2015 can be issued within 6 months of 15 September 2018 provided that the transition activities are completed. After 6 months an initial audit shall be conducted. The effective date on the certificate shall be the date of the certification decision.		
12.8	Relation with Consultancy - ACCREDIA	Consensus of the IAF TC: Decision Log: Relation with Consultancy		

Item #	Subject	Background/Discussion	Decisions	Actions
		It is expected that the CB should complete a detailed risk analysis to determine if this is an unacceptable risk or not. If not, the CB shall develop a plan to mitigate the risk (real or perceived). The CB should demonstrate to the AB how impartiality is maintained. One of the mitigation strategies is applying the minimum two-year rule as it relates to the customers of the sister consultancy company. It is recommended that a CB should not certify a company where the sister consulting company has provided MS consulting for a minimum of a 2-year period. Being in the "family" of companies creates the relationship per ISO/IEC 17021-1.		
12.9	Fraudulent activity – ISO TC176 TG02	Consensus of the IAF TC: Decision Log: Fraudulent activity MSC WG recommends the establishment of an IAF TC Ad-Hoc Task Force on "fraudulent behavior by certified organizations" to discuss the issues in more detail and to provide recommendations to the TC on how to address them by the Singapore meeting. Nigel Croft has agreed to be one of the Convener. Member were asked to contact Nigel if they were interested in participation in the TF.		TC Chair needs to seek co-convener for the new TF.
13	Improvement for TC activities (Romyanon)			
13.1	IAF TC Governance of operation (EA proposal for improvement of operation)	Not addressed at this meeting.		
13.2	Closure	The Chair and Vice Chair thanked all participant for their participation.		

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