



Management Systems Certification Technical Advisory Committee (MSCTAC)

Meeting 5 – 19 June 2014 - Minutes

Present: Trevor Nash (Chair); Kevin Belson (Secretary); Nigel Overton; Ben Keen; John Mortimer; Colin MacNee; Steve Russell; Mike Byron; Alan Gower; John Sydall; Chris Elliott; Lucy Candlin; Stefan Kukula; Rob Bettinson.

Apologies: David Bell; Linda Cavender; Christopher Elliott

Minutes

Matters Arising: The previous minutes were reviewed and approved.

Action status is shown at the end of these minutes.

Concern was raised that Greenhouse Gas Opinion statements are being issued to certifying organisations but not under accreditation.
Kevin Belson will investigate further.

There was further discussion regarding the question of whether all certificates issued by accredited certification bodies should be accredited if they are within the accredited scope. UKAS stated an expectation that this should be the case so as to avoid confusion and potential misleading of the market place. If a certificate is issued without accreditation indicated the end user could still look at the schedule on the UKAS website and make an assumption that they hold accreditation and therefore that certificate is accredited. It was recognised that there are some circumstances where the use of an accreditation symbol may not be appropriate but there is a difference between being accredited and using the symbol, in these circumstances accreditation could be indicated in words.

It was agreed that Kevin Belson would raise this question at the EACC meeting in September.

Technical Activities: Reports in the recent activities of the IAF Technical Committee and EA Certification Committee were presented and discussed.

Current Management Systems related Development activities were discussed, this includes ISO 55001 for the certification of Asset Management Systems; a scheme for Private Security Companies (Maritime and Land Based).

The latest status was presented with regard to accreditation related standards and guidance.

It was highlighted that ISO/IEC 17021-1 will move to a DIS 2, possibly with no FDIS stage. There had been a significant number of comments to the original DIS.

It was reported that the EA MLA for ISO 14065 has now been signed.

The ISO Directory of certified organisations was discussed. A question was raised regarding representation of end users on the steering group implementing this, it was stated that there are end user representatives in the group.

Specific Items: Transition of ISO 9001; ISO 14001 and ISO 45001

Kevin Belson updated the group on the latest work done by WG 23 on the joint transition guidance between ISO and IAF, as part of a project headed up by Alex Ezrakhovich as convenor of the IAF Task Force. The transition document was designed to ensure activities by all parties involved could be started at as early a stage as possible.

There was some discussion regarding the significant nature of the changes and the need for Accreditation Bodies; Certification Bodies and Certified Organisations to start to consider the implications at an early stage.

The transition document is currently only covering ISO 9001, as ISO 14001 is likely to be issued around the same time it is likely that Certification Bodies and Certified Users will wish for combined or integrated assessments covering both standards. It was proposed for the transition document to cover both but this idea was not taken forward due to the complexity involved.

Since the meeting it has been confirmed that the current document will only cover ISO 9001; there will be a separate transition guidance for ISO 14001. However there is no reason why individual Accreditation Bodies and individual Certification Bodies cannot still plan and carry out combined or integrated assessments.

There was a general view that UKAS should look to carry out combined or integrated transition activities.

ISO 9002 is being developed; Colin MacNee clarified that this will be equivalent to ISO 14004, covering the application of ISO 9001.

The transition from OHSAS 18001 to ISO 45001 is being closely monitored by UKAS and further information will be discussed at the next TAC meeting.

UKAS Schedules

UKAS presented, for discussion, a potential change to the layout and content of UKAS Management Systems schedules. This includes removal of the table showing countries where certificates are issued, and combining all management systems into one schedule.

Also discussed was, in place of the countries where certificates are issued, a simple statement could be included showing whether a CB is authorised to issue certificates outside the UK or just within the UK. In order to include the outside the UK statement, CBs would have to demonstrate to UKAS that it has the necessary processes and controls in place for this activity.

One concern stated with regard to the above was that having a UK only statement may be a barrier to some CBs expanding their activities overseas. However CBs could apply to have approval for overseas activity prior to having any work.

It was also pointed out that, if the schedules are combined, the UKAS website still needs to be user friendly from a CB search perspective.

There was general agreement that the schedules could be combined as long as the search facility on the website was still able to differentiate. It was also agreed that the list of countries where certificates are issued is not valuable and could be removed. With regard to the statement allowing activities UK only or overseas, this could be acceptable depending on the wording. UKAS will present further as the activities progress.

Flexible Scopes for Management Systems Accreditation

Trevor Nash raised the issue of the application of flexible scopes to accreditation of Management Systems certification. It was agreed that under any flexible scope system CB processes would have to be assessed and be suitably robust and the terms of the flexible approach would have to be clearly stated. UKAS will consider this and it will be a specific topic on the agenda of the next TAC.

Next Meeting:
Action List

5th December 2014; UKAS Feltham; 10:30am

Action	Responsible	Status
Convene sub-group to discuss the question of witnessed assessments and actions to be take where witnessing cannot take place	Kevin Belson Trevor Nash	On hold while IAF activities are underway, situation to be monitored
Wording of the opening paragraph of the Technical Bulletin on witnessed assessment planning to be reconsidered	UKAS	Outstanding; KB to revisit
Clarification required regarding whether all certificates issued by a CB within its accredited scope need to be accredited. KB to raised formal question at EACC.	Kevin Belson	Further action
Investigation onto the issuing of Greenhouse Gas Opinion statements to certifying organisations but not under accreditation.	Kevin Belson	New action
UKAS to consider the use of combined/integrated transition assessments for ISO 9001 and ISO 14001.	UKAS project team	New Action.

List of MSC TAC Representatives

Representation	Name
UKAS External Assessor	Ben Keen
Certification Bodies – nominated by ABCB	Steve Russell - Ascertiva
Certification Bodies – nominated by IIOC	Mike Byron – SGS Deputy Steve Williams - LRQA
Certification Bodies – nominated by FCB	Alan Gower - BMTRADA Deputy Paul French - AJA
CB Customer representative	David Bell - FCILT
CB Customer representative	Stefan Kukula - EEMUA
Private sector procurer	Linda Cavender - Trade Association Forum/CBI
Independent Specialist	Trevor Nash
Independent specialist	John Sydall
Government Regulator	Kevin Thomas Chris Elliott
Government Regulator	John Mortimer
Professional Institute	Colin MacNee
Professional Institute	Lucy Candlin
UKAS Member	Nigel Overton
Secretary	Kevin Belson