

Termination and Withdrawal

1 Scope

This procedure defines L&S processes of termination, reduction, suspension or withdrawal of certification. It applies to all L&S employees under the responsibility of the CEO.

2 Description

- When a nonconformity with certification standards is identified, whether through surveillance or otherwise, L&S as the certifying authority must examine and decide on the appropriate course of action.
- Appropriate action can include the following:
 - Certification continuation under certification body conditions (e.g., increased surveillance);
 - Certification scope reduction to avoid nonconforming product variants;
 - Certification suspension pending remedial action by the client;
 - Certification withdrawal.
- The requirements under Evaluation, Review or Certification Decision (according to ISO 17065 and 17021 standards, respectively) shall be complied with when the appropriate action involves evaluation, review, or certification decision.
- L&S shall suspend certification in the following circumstances:
 - The client's certified management system has persistently or seriously failed to meet qualifying criteria, including requirements for management system effectiveness;
 - The certified client refuses to allow surveillance or recertification audits to be conducted at the required frequencies;
 - The certified client has consciously requested a suspension.
- If certification is terminated (at the client's request), suspended, or withdrawn, L&S shall take the actions defined by the certification scheme and shall make all necessary modifications to formal certification documents, public information, authorizations for use of marks, and so on, to ensure that there is no indication that the product is still certified.
- If the scope of certification is reduced, L&S as a certification body must follow the certification scheme's instructions and make all necessary changes to formal certification documents, public information, authorizations for the use of marks, and other documents to ensure that the reduced scope of certification is clearly communicated to clients and specified in certification documentation and public information.
- If certification is terminated, L&S will appoint one or more people to write and communicate to the client the following:
 - Any further measures necessary by the certification scheme to end the suspension and restore certification for the product(s) in accordance with the certification system.
 - Any further steps that the certification process requires.

- The involved personnel must be competent and comprehend all areas of the processing of suspended certifications.
- Any evaluations, reviews, or a necessary by the certification scheme to handle the suspension must be conducted in compliance with the applicable aspects of the relevant standard.
- If the issue that caused the suspension has been remedied, the certifying body must restore the client's management system certification that is declared temporarily invalid while under suspension.
- If the concerns that led to the suspension are not resolved within the time frame set by the certification authority, the certification will be withdrawn or the scope of certification will be reduced.
- If certification is re-established after a period of suspension, L&S will make any required changes to formal certification documents, public information, authorizations for use of marks, and other documents to ensure that all appropriate indications that the product remains certified are available.
- If a decision is made as a condition of reinstatement to reduce the scope of certification, L&S will make all necessary changes to formal certification documents, public information, authorizations for use of marks, and other documents to ensure that the reduced scope of certification is clearly communicated to the client and specified in certification documentation and public information.
- When a certificate is suspended or terminated, L&S must notify the relevant accreditation body.
- L&S will not issue transaction certificates for scope certificates that have been suspended or withdrawn and a suspended organization will not be allowed to sell claimed goods or use the Standard's logos or labels.
- Recovering Certification: After termination, reduction, suspension or withdrawal of certification if the issues are sorted out then according to the relevant certification scheme inspection and verification will be carried out to ensure the effectiveness of the actions and the certificate can be resumed as decided by the certification decision makers.