TIMELINE FOR EXTENSION OF SCOPE OF ACCREDITATION FOR CERTIFICATION BODY

APPLYING (Refer to Section 5)
- Submission of application for extension of scope of accreditation
- Recording of the application for extension of scope of accreditation in file

REVIEW OF APPLICATION (Refer to Section 5)
- Application is reviewed

Application complete?
Yes

No
Feedsbacks are given to the applicant

RESOURCE REVIEW (Refer to Section 5)
- A resource review form is prepared (Within 2 weeks of the date of assessment)
- The resource review plan is finalised (Within 4 weeks from receipt of application)

ASSESSMENT OF EXTENSION OF SCOPE OF ACCREDITATION (Refer to Sections 5 & 6)
- Assessment is planned (Within 6 months from scheduled date)
- Assessment is carried out
- Assessment team makes recommendation on the extension of scope of accreditation

REPORTING OF ASSESSMENT (Refer to Section 7)
- A report which includes a description of non-conformities raised is submitted to the applicant (Within one month from assessment date)

CLOSING OF NON-CONFORMITIES (Refer to Section 8)
- Non-conformities raised are addressed by the applicant (Within 2 months from assessment date)
- New deadline for unsatisfactory corrective actions is given (Within 1 more month)
- Recommendation from assessment team about closing of each non-conformity (Within 2 weeks from date of receipt of corrective actions by assessment team from MAURITAS)

DECISION ON ACCREDITATION (Refer to Section 9)
- The AC reviews the recommendation of the assessment team presented by the Director and makes decision on the extension of scope of accreditation

Decision of Accreditation Committee?
Positive

Negative
- MS handles the negative conclusions as per MAURITAS A9, A14 and A15
- Any appeals by the CB are handled as per MAURITAS P2

The applicant is informed in writing about the decision of Accreditation Committee and is forwarded any relevant documents
- MS updates the respective client files