

## **TRANSITION REQUIREMENTS TO ISO 9001:2015**

### **SAATCA CERTIFICATED AUDITORS**

**This document describes the transition requirements to ensure that SAATCA certified Auditors are competent on the ISO 9001:2015 standard version.**

#### **Compulsory Transition requirements for SAATCA Certificated QMS Auditors**

SAATCA Auditors certificated to any of the QMS grades will be required to:

- Successfully complete Auditor transition training on the FDIS or published ISO 9001:2015 standard in order to be certificated as competent to conduct audits against the ISO 9001:2015 standard version
- Successfully complete Auditor transition training on the FDIS or published ISO 9001:2015 standard, on or before 30 September 2018.
- Conduct a minimum of two (2) audits against the published ISO 9001:2015 standard to be certificated as competent to conduct audits against the 2015 standard version.
- For certification purposes, SAATCA will only accept audits performed after successful completion of the Auditor transition training. Such audits must be done against the published ISO 9001:2015 standard.

#### **ISO 9001:2015 Auditor Transition Training Requirements**

SAATCA Auditors certificated to any of the QMS grades will be required to attend ISO 9001:2015 Auditor transition training which complies with the following SAATCA requirements:

- The ISO 9001:2015 Auditor transition training must comprise of a two-day transition training course
- The ISO 9001:2015 Auditor transition training must be presented and facilitated by a SAATCA registered QMS Lead Auditor and his/her SAATCA QMS registration number must be captured on the certificate of successful completion for the ISO 9001:2015 Auditor transition training

A certificate of successful completion of a two day ISO 9001:2015 Auditor transition training will be accepted only if the certificate meets the following requirements:

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- The certification states that the training is for the ISO 9001:2015 Auditor transition training and is based on either the FDIS or the published standard
- The training is for a duration of 2 days
- The name of the Facilitator who presented the training and his/her SAATCA QMS registration number are reflected on the certificate of successful completion

**Validity of Certifications to ISO 9001:2008**

Your current ISO 9001:2008 certifications will not be valid after three years from publication of ISO 9001:2015. The expiry date of Auditor certifications to ISO 9001:2008 issued during the transition period will automatically become invalid at the end of the three year transition period for ISO 9001:2015.

**SAATCA Registered Auditor Transition Timeframes for ISO 9001:2015**

Three years after publication by ISO of ISO 9001:2015, all existing certifications issued to ISO 9001:2008 shall be deemed invalid.

| ISO 9001:2015 TRANSITION REQUIREMENTS FOR SAATCA CERTIFICATED QMS AUDITORS (ALL GRADES) AND THE REQUIRED EVIDENCE  | TRANSITIONAL TIMEFRAMES   |
|--|---|
| <p><b>TRANSITION TRAINING:</b></p> <p>SUBMISSION OF AN ISO 9001:2015 2 DAY AUDITOR TRANSITION TRAINING CERTIFICATE IN ACCORDANCE WITH SAATCA REQUIREMENTS. <u>ONLY</u> TRAINING CONDUCTED ON EITHER THE FDIS OR ON THE PUBLISHED STANDARD WILL BE ACCEPTED BY SAATCA</p>   | <p>01/08/2015 – 30/09/2018</p>  |
| <p><b>ISO 9001:2015 SAATCA AUDIT LOGS:</b></p> <p>SAATCA WILL ONLY ACCEPT AUDIT LOGS FOR ISO 9001:2015 AUDITS PERFORMED <u>AFTER SUCCESSFUL COMPLETION</u> OF THE 2 DAY SAATCA REQUIRED ISO 9001:2015 AUDITOR TRANSITION TRAINING</p> <p>SUCH AUDITS MUST BE CONDUCTED AGAINST THE <u>PUBLISHED</u> ISO 9001:2015 STANDARD</p> | <p>AUDIT LOGS MAY ONLY BE SUBMITTED <u>AFTER SUCCESSFUL COMPLETION</u> OF THE 2 DAY SAATCA REQUIRED ISO 9001:2015 AUDITOR TRANSITION TRAINING</p> |

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**ANNUAL RE-REGISTRATIONS**

ANNUAL RE-REGISTRATION WILL TAKE PLACE EVERY 12 MONTHS AS PART OF AN AUDITOR'S SURVEILLANCE ACTIVITY FOR THE MAINTENANCE OF HIS/HER CERTIFICATION.

IT IS RECOMMENDED THAT WITHIN ONE YEAR AFTER PUBLICATION OF ISO 9001:2015, ALL SAATCA CERTIFICATED QMS AUDITORS SHOULD HAVE COMPLETED THE ISO 9001:2015 2 DAY AUDITOR TRANSITION TRAINING IN ACCORDANCE WITH SAATCA TRANSITION REQUIREMENTS

**3 YEARLY RE-CERTIFICATION CYCLE**

RE-CERTIFICATION ON A THREE (3) YEAR CYCLE IS REQUIRED OF EACH AUDITOR IN EACH REGISTERED GRADE PER SCHEME.

SAATCA AUDITORS ARE RESPONSIBLE TO ENSURE THAT THEY SUBMIT THEIR ISO 9001:2015 TWO DAY AUDITOR TRANSITION TRAINING AND APPLICABLE AUDIT LOGS TO SAATCA WITHIN THEIR 3 YEARLY CERTIFICATION CYCLE OR AT THE LATEST, BY 30 SEPTEMBER 2018.

**Note:** All SAATCA auditor certifications to ISO 9001:2008 expires on 30 September 2018 and are no longer valid after this date. Any transition submissions received after 30 September 2018 will be treated as a new application and will be subject to the applicable fees.

**Note:** The dates contained in this document are based on the current understanding that the ISO 9001:2015 will be published in **September 2015**. Should changes however occur or the standard be issued at a later date than envisaged, SAATCA will make the allowances with regard to the dates appearing in this document to reflect such.

**RE-ISSUE DATE: 08 SEPTEMBER 2015**

| <b>AMENDMENT HISTORY</b>  | <b>DATE</b>       |
|---|-------------------|
| First issue of the publication of the SAATCA QMS Auditor transition criteria for current registered Auditors on ISO 9001:2015   | 27 July 2015      |
| Re-issue of the SAATCA QMS Auditor Transition criteria with an amendment to provide clarity on the requirements regarding the FDIS and published ISO 9001:2015 standard | 08 September 2015 |