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Policy For **Suspension, withdrawal** **or reduction of the** **scope of certification**

Policy for Granting, Refusing, Maintaining of certification, expanding or reducing the scope of certification, renewing, suspending or restoring suspension, or withdrawing of certification.

1 Purpose

This policy defines the framework used by DAS Certification Body to ensure consistent, impartial, and evidence-based decisions related to:

- Granting certification
- Refusing certification
- Maintaining certification
- Expanding or reducing the scope of certification
- Renewing certification
- Suspending certification
- Restoring certification after suspension
- Withdrawing certification

2 Scope

Applies to all management system certification schemes operated by DAS Certification and to all clients and personnel involved in certification decisions.

3 Reference Standard

ISO/IEC 17021-1:2015 – Requirements for bodies providing audit and certification of management systems

4. Policy Statements

4.1 Granting Certification

Certification is granted only when:

- All audit activities (Stage 1 & 2) are completed;
- Nonconformities (if any) have been addressed and verified;
- Certification decision is made by an authorized, impartial person(s) not involved in the audit;
- The client complies with all applicable certification requirements.

4.2 Refusing Certification

Certification may be refused if:

- The client fails to close nonconformities within agreed timelines;
- The client does not provide access to required information or facilities;
- There is a failure to comply with contractual terms or certification requirements.
- Refusals are documented, and clients are informed in writing with reasons.

4.3 Maintaining Certification

Certification is maintained through:

- Successful surveillance audits;
- Ongoing compliance with certification requirements;
- Timely closure of nonconformities;
- Continued payment of fees and fulfillment of contractual obligations.

4.4 Expanding the Scope of Certification

Scope expansion is considered when:

- The client applies for it and demonstrates the ability to meet additional requirements;
- A focused audit or full reassessment (depending on the extent) is performed;
- DAS Certification verifies compliance with the relevant standards.

4.5 Reducing the Scope of Certification

Scope reduction may occur:

- When a part of the client's operations no longer conforms to certification requirements;
- At the client's request;
- Due to changes in the organization's structure or activities.
- Reductions are documented in the certification records and updated on the certificate.

4.6 Renewing Certification

Renewal follows a successful recertification audit conducted before expiry of the current certification. Certification is renewed if:

- All findings are closed and verified;
- There are no major unresolved issues;
- The client continues to meet scheme requirements

4.6 Renewing Certification

Suspension occurs when:

- There is a failure to comply with certification requirements;
- The client does not allow surveillance/re-certification audits as scheduled;
- There is a misuse of certification mark or misleading claims;
- The client voluntarily requests suspension.
- Suspension is time-bound and recorded in the certification register.

4.8 Restoring Certification after Suspension

Certification is restored after:

- The reason for suspension has been addressed and verified;
- A special or follow-up audit (if needed) confirms compliance;
- Approval is granted by an authorized certification decision-maker.

4.9 Withdrawing Certification

Withdrawal is initiated when:

- The client fails to resolve the suspension issue within the specified time;
- The organization ceases operation or no longer requires certification;
- Serious breaches of terms, fraud, or reputational risk to the certification body are identified.
- Withdrawals are recorded and notified formally to the client, including reasons.

5. Responsibilities

- Certification Decision Makers: Ensure impartial, evidence-based decisions.
- Scheme Managers: Oversee audit processes and ensure compliance with this policy.
- Audit Teams: Provide accurate, complete audit reports to support decision-making.

6. Impartiality & Appeals

All certification decisions are made independently from audit activities. Clients may appeal any decision through the DAS Certification appeals process.

7. Review & Amendment

This policy is reviewed annually or upon any change in accreditation or ISO/IEC 17021-1 requirements.

Approved By CEO
G.Haider Malik
29th May 2024