AUDIT AND CERTIFICATION PROCESS (Simplified Version)

Client submits application for initial certification

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TTBS Reviews

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Proposal for certification
- Audit Programme
- Audit duration
- Cost

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Client and TTBS engage in formal arrangement

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Certification Audit Stage 1

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Audit Team Appointed

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Audit Planning

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Audit Execution

1-3 major nonconformities = Resolve in ≤ 3 months

> 3 major nonconformities = Not ready for certification. Process ends.

Minor nonconformities = Proceed to Stage 2

Certification Audit Stage 2

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Audit Planning

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Audit Execution

Major nonconformities = Resolve in ≤ 6 months

Minor nonconformities = Acceptable corrective action plans in ≤ 6 months

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Certification Decision

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Issue 3 Yr Certificate

Surveillance Audits
- 1 per calendar year
- ≤12 months after certification audit

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Recertification
- before expiry of certificate

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Audit Team Appointed

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Audit Planning

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Audit Execution

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1-3 major nonconformities = Resolve in ≤ 3 months

> 1-3 Nonconformities = Decision to Suspend, Withdraw or Not Recertify

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Minor nonconformities = Acceptable corrective action plans in ≤ 3 months

NOTE

Where nonconformities are not addressed in the required timeframes, this would result in decisions as applicable to:
- Not grant certification
- Not grant recertification
- Suspend certification
- Withdraw certification