

Prot. DC2018SSV348

Milan, 06-11-2018

Att.: CBs with FSM ISO 22000 accreditation

Scheme managers

Associations of conformity assessment bodies

Object: **Department of Certification and Inspection – Informative circular N° 11/2018**
Transition to ISO 22000:2018 of certifications issued under ACCREDIA accreditation

This informative substitutes the previous Circular N° 11/2018 ref. DC2018SSV236 of 02-10-2018

Foreword

The standard ISO 22000:2018 was published on 18.06.2018.

The new standard replaces ISO 22000:2005 which remains valid during the 3-year period of transition (expiry date: **29.06.2021**).

a) CERTIFICATION ACTIVITIES

Validity of certifications with ISO 22000:2005 accreditation

For the 3 years subsequent to the date of publication of ISO 22000:2018 certifications issued against ISO 22000:2005 will remain valid as well as those issued against the new ISO 22000:2018.

3 years after the publication of ISO 22000:2018 accredited certifications issued against ISO 22000:2005 will no longer be valid.

The date of expiry of ISO 22000:2005 certifications issued during the period of transition shall coincide with the end of the 3-year transition period.

Recommendations for CBs

It is recommended that all CBs undertake the following actions:

1. Train its auditors and check the achievement of results for an adequate level of competence.
2. Inform clients and share with them a guide for the management of the transition.
3. Plan the timeframes for audit activities and the issuance of certificates against the revised standard.
4. Take into consideration both the transition period and the ongoing certification period.
5. Schedule the audits at the client organizations.
6. Plan the timeframes for decisions regarding certification for the prompt updating of the certificates.
7. Encourage organizations certified against the previous version to adopt the new version from the first steps.
8. Encourage organizations without accreditation to adopt the new version directly.

Implementation of the transition of accredited certifications from ISO 22000:2005 to ISO 22000:2018

Accredited certifications against ISO 22000:2018 can only be issued after the organization has given evidence to a CB of the conformity of its system to ISO 22000:2018. The CB must be accredited to issue certifications against the new standard.

For the purpose of the transition, the CB shall perform an audit at every client against ISO 22000:2018.

On the basis of the agreement with the certified organizations the CB can conduct the transition activities during a planned surveillance or during a special audit. When the transition audit is done during a surveillance or a renewal assessment (e.g. in cases of a progressive or phased approach) extra time will probably be needed to ensure that all the activities are covered against both the existing and the new standard.

Certification activities

1. **New certifications and renewals.** Certifications against ISO 22000:2005 can be issued or renewed against ISO 22000:2005 also during the transition period. The expiry date for ISO 22000:2005 certifications issued or renewed during the transition period shall coincide with the end of the 3-year transition period.
2. **Withdrawals.** From 36 months after the publication of ISO 22000:2018 certifications accredited against ISO 22000:2005 will no longer be valid and shall be withdrawn.

Process of transition

The CB shall communicate on the first due occasion its prescriptives regarding transition.

The CB shall have a transition plan to tackle these issues:

- a) The training of auditors and verification of their competence as well as the competence of other staff members.
- b) The prescriptives of the CB for communication with clients.
- c) The prescriptives of the CB for assessing conformity to the new standard. E.g. whether by means of just one visit or a phased approach for subsequent steps.
- d) The modalities with which the CB ensures that, for the duration of the transition the clients continue to operate in conformity to 22000:2005.
- e) The actions to be undertaken with respect to clients who have not completed the transition in the 3 years following the publication of ISO 22000:2018. E.g. the necessary audit level for the resumption of certification.

The CB shall also ensure as follows:

- that all situations for which the client must undertake actions in order to conform to the new requirements are clearly identified and highlighted
- that the auditors recommend certification to ISO 22000:2018 only when all pending situations have been appropriately dealt with and the effectiveness of the management system for food safety has been demonstrated against the new requirements
- that, if a major NC has been issued against the new revision of the standard, the recommendation for certification to ISO 22000:2018 is made only after the closure of the CAs and verification of their effectiveness and implementation
- that the conformity assessment of a client against the new requirements does not jeopardize existing conformity to ISO 22000:2005

b) ACCREDITATION ACTIVITIES

New applications for accreditation

ACCREDIA no longer accepts applications for accreditation making reference to ISO 22000:2005.

Applications for extensions against ISO 22000:2005 will, however, continue to be accepted.

CBs with ISO 22000:2005 accreditation – management of the transition

CBs shall ensure that, before managing certification files against the new version of the standard, their staff (operative staff, auditors, committee for the safeguarding of impartiality) are all trained, in

accordance with their level of competence, concerning the new elements introduced by ISO 22000:2018 and their implications.

ACCREDIA shall check the adequacy of the certification process against the new standard (transition audit) by means of a document review lasting 0.5 days. This assessment may be conducted off-site or during a visit at the CB's premises.

If the outcome of the document review is negative a further supplementary document review or witness assessment may be necessary, depending on the nature of the failures in question.

Unless otherwise specified, ACCREDIA, starting from 2019, will perform the document review during the surveillance and renewal assessments (with an increase of 0.5 days) as already programmed for the normal cycle of accreditation.

The ACCREDIA assessment team verifies the transition plan which shall contain the specifications of the annex to this document, including the planning for the training courses on the new standard for all relevant staff and the update of the checklist /guideline / instructions of the CB for the management of audits.

To facilitate the transition process an example is attached to this circular of how a transition plan could be structured. This plan shall be made available to the ACCREDIA team for the transition assessment, with the relative attachments. The ACCREDIA team shall attach the plan to its assessment report and record its evaluation of it.

Before the performance of this assessment (after which, if the result is positive, the new certificate of accreditation is issued) the CB shall not issue accredited certifications against ISO 22000:2018.

Any NCs regarding the CB's process of accreditation, with regard to the new standard, raised during the transition assessment, shall be handled by the CB by means of CAs which shall be sent to ACCREDIA. Records shall be made available to demonstrate that all the NCs raised by ACCREDIA with regard to the new standard have been closed with the implementation of adequate CAs (implementation and effectiveness both verified), before ACCREDIA can submit to its sector accreditation committee a recommendation for approval in accordance with ISO 22000:2018.

Starting from 36 months after the publication of ISO 22000:2018 the remaining FSM accreditations against ISO 22000:2005 shall be withdrawn.

We are available for any clarifications.

Kind regards,

Dott. ssa Mariagrazia Lanzaova
Responsabile Area FOOD



Annex 1: Example of a transition plan to ISO 22000:2018

ANNEX 1

Example of a transition plan to ISO 22000:2018

Every CB wishing to use this module shall complete and make available to the ACCREDIA assessment team for the assessment of the transition to the new standard.

It is possible to attach further documentation if this is considered useful for a correct assessment.

N°	Application	Space reserved for ACCREDIA
	How will communication with clients be managed regarding the management of transition? Attach evidence	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	What modalities and what timeframe will be used for training staff involved in contract review and staff managing audit programming?	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	What modalities and what timeframe will be used for evaluating auditor training?	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	What modalities and what timeframe will be used for evaluating the training of decision makers?	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	Which of your body's documents will require modification and what timeframe will be used for distributing them and making them applicable? Attach evidence	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify

	In what ways will organizations which are already certified against the previous version of the standard be encouraged to implement the new version from the first steps?	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	Have you provided for additional time for transition activities if they coincide with a surveillance or renewal visit?	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	Have you identified the actions to undertake with regard to clients who have not completed the transition during the 3-year period following publication of ISO 22000:2018? E.g. the audit level necessary for the resumption of certification.	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	Are you expecting to do the transition in one single visit or by means of a phased approach? (e.g. document review, gap analysis, annual verification of some requirements). Using what modalities will you ensure that during the transition process the clients' systems will continue to conform to the previous version of the standard?	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify
	Other considerations you would like to add to better explain how to manage the transition. You are reminded to attach support evidence/documents to this plan.	Closed <input type="checkbox"/> Open <input type="checkbox"/> If "Open" please clarify