

**INFORMATIVE CIRCULAR** Ref. DC2023SPM120

**DATE** Milan, 17-11-2023

To all Certification Bodies accredited and accrediting for the FSM Scheme.  
Scheme managers  
To the Associations of Conformity Assessment Bodies  
Their Locations

**SUBJECT**                    **Certification and Inspection Department**  
**Information Circular No. 48/2023 - Transition to ISO 22003-1:2022 for FSMS (Food Safety Management Systems) accreditations issued by ACCREDIA**

Dear Sirs,

We hereby inform that in June 2022, ISO 22003:2022 Part 1 - *Requirements for bodies providing audit and certification of food safety management systems*, applicable to Food Safety Management System Certification Bodies, was published.

This new standard replaces International Technical Specification ISO/TS 22003:2013, which was concurrently withdrawn, but remains valid until the end of the transition period.

With the aim of providing harmonized guidance to all stakeholders, IAF has drafted a mandatory document specifying the actions to be taken for the proper management of the transition; this document is IAF MD 27:2023 - *transition requirements for ISO 22003-1:2022 issue 1*, available at [www.iaf.nu](http://www.iaf.nu), to be considered for details.

However, the concurrent publication of newly versions of FSMS schemes, which come into effect at a more restrictive time than identified by the IAF document, impose tighter deadlines for managing of this transition.

#### **New applications for accreditation and extension of accreditation**

From the date of publication of this circular, ACCREDIA will accept new applications for accreditation or extension, related to certification schemes that fall under FSMS, only if are against ISO 17021-1:2015 and ISO 22003-1:2022.

#### **Already accredited bodies: managing the transition**

All Bodies already accredited under FSMS will be required to manage the transition to the new standard within the following timeframe:

| <b>Activities to be managed by the Certification Bodies (CAB)</b>  | <b>Times</b>  |
|--|---|
| Submit the application for transition of accreditation to ACCREDIA   | The CAB is invited to submit the application for transition of accreditation to ACCREDIA, complete with attachments, <b>in February 2024.</b><br><br>Accreditation must be obtained by <b>March 30, 2024.</b> |
| New clients evaluation against the new standard  | Once accreditation is obtained, and no later than <b>June 30, 2024.</b>   |
| Evaluate all clients against the new standard  | Once accreditation is obtained, and no later than <b>December 31, 2024.</b>   |
| Complete all identified certification activities to ensure customer compliance with the new standard (e.g., ensure that all sites no longer suitable for sampling have been audited by the specified deadline) | No later than <b>June 30, 2025.</b>   |

In compliance with the above timelines, CABs should **analyze the changes** made by the new normative document **and prepare a transition plan** for compliance; then they should formalize the transition request by sending ACCREDIA the annex to this circular, and the required evidence.

ACCREDIA shall perform a document review lasting 0.5 man-days of the evidences sent, the cost of which is met by the Certification Body. The outcome of the document review is communicated to the Certification Body for the implementation of any necessary integrations / modifications / corrections to the evidences sent. ACCREDIA reserves the right to undertake any further investigations, if deemed appropriate.

The Certification Body is authorized to issue certificates against new version of the Standard with the reference to accreditation only after a positive decision of the Sectoral Accreditation Committee.

The proper and effective implementation of the introduced changes will be evaluated during the ordinary surveillance activities carried out by ACCREDIA.

Finally, we inform you that as of December 31, 2024, all accreditations issued against the previous version, in the absence of evidence of implementation, shall be withdrawn.

We remain at your disposal for any clarifications and insights.

Best regards,

**Dott.ssa Mariagrazia Lanzaova**

Vice Director Department  
Certification and Inspection

**Annex 1 - Actions and documents to be sent to ACCREDIA for managing the transition to ISO 22003-1:2022**

Return this attachment completed and, for each item on the list, submit the required evidence.  
Forward the documents to Accredia's technical secretariat and the FSMS technical officer.

| Actions and documents required  | Evidence no. |
|---|--------------|
| <p>A. <b>Identification of changes introduced by the new standard.</b><br/>Send a list.</p>   |              |
| <p>B. <b>Definition of a transition plan</b>, structured as follows:</p> <ul style="list-style-type: none"> <li>• List of changes introduced by the new standard, which impact relevant activities and processes of the CAB (e.g., auditing process, competency management);</li> <li>• Analysis of the impact of changes and actions identified to ensure compliance with the new standard (e.g., changes in management documents, IT tools);</li> <li>• Timing of implementation of identified actions.</li> </ul> <p>Submit a transition plan.</p> |              |
| <p>C. <b>Communication to certified companies about the</b> changes made by the new version of the normative document and the policy defined for transition management. Send communication and evidence of submission.<br/>Send the communication.</p>  |              |
| <p>D. Identification of <b>documents to be amended</b> (regulations, procedures, forms, ...) to incorporate the changes introduced by the new version of the standard (e.g., new quote formats, customer contracts).<br/>Send the list of documents to be edited, as well as documents already edited with an indication of the change made.</p>  |              |
| <p>E. <b>Review of certification contracts</b> (e.g., by definition of new certification scope/category, multisite management, audit timing...), and reissue timing. Send contract format with changes highlighted and times for reissuing.</p>   |              |
| <p>F. <b>Training of all personnel</b> involved in the certification and transition process; a training plan is requested that specifies the planned activities, functions involved (auditors, application and practice reviewers, certification decision makers, planners), and time frame for implementation.<br/><br/>For those who have completed the training to the new version, provide appropriate evidence.</p>  |              |

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|--|--|
| G. <b>Planning of audit activities</b> at certified clients (e.g., verification of sites excluded from sampling) and <b>reissuance of certificates</b> . Submit a planning document. |  |
| H. Other actions identified by the CAB.  |  |