



SUSPENDING, WITHDRAWING OR REDUCTION POLICY

Policy Statement:

NGCL Certification Body is committed to upholding the highest standards of professionalism, ensuring the credibility of our certification process, and maintaining the integrity of certified management systems. This policy outlines the procedures and criteria for effective certification status management, including suspension, withdrawal, or reduction of the scope of certification when necessary.

Scope:

This policy applies comprehensively to all certification activities conducted by NGCL Certification Body.

Responsibilities:

The Managing Director, in collaboration with the Certification manager, assumes the responsibility of overseeing the adherence to and implementation of this policy.

Certification Status Management Procedure:

NGCL Certification Body maintains a meticulously documented procedure for managing certification status, encompassing suspension, withdrawal, or reduction of the scope of certification. The procedure explicitly outlines subsequent actions to be taken by the certification body in response to evolving circumstances. Also, NGCL has the right to notify the stakeholders of the Client's Certification status.

Grounds for Certification Status Management:

Certification status may be subject to management actions in situations such as:

- Persistent or severe failure of the client's certified management system to meet the requisite standards, including effectiveness requirements.
- Non-compliance with stipulated frequencies for surveillance or recertification audits.
- Voluntary solicitation by the certified client for suspension.

Certification Status During Suspension:

During the suspension period, the client's management system certification is deemed temporarily invalid.

Resolution and Restoration:

NGCL Certification Body is committed to restoring the suspended certification promptly upon satisfactory resolution of identified issues. Failure to address concerns within a specified timeframe, not exceeding six months, will result in the cancellation of the certificate. In such cases, the client is required to initiate the certification cycle again in accordance with NGCL procedures.

Scope Reduction Considerations:

NGCL Certification Body may reduce the scope of certification, excluding non-compliant portions, when a certified client persistently or severely fails to meet certification requirements for specific aspects of the scope.

Review and Continuous Improvement:

This policy undergoes periodic review to ensure ongoing applicability and effectiveness. Updates or amendments will be communicated promptly to all relevant stakeholders.

Effective Date:

This policy has been reviewed and approved by the leadership of NGCL Certification Body and is effective as of 01.04.2023.

Managing Director