



**QUALITY
MANAGEMENT
SYSTEM**

ISO9001:2015

**Transition
Q&A**



Accredited Certification International Limited

Highlights of several crucial dates on Transition:

- ⊕ The issue date of ISO9001:2015:
15th September 2015
- ⊕ The transition period:
15th September 2015 –
14th September 2018 (3 years)
- ⊕ The expiry date of ISO9001:2008
Certificates: 15th September
2018
- ⊕ ACI deadline for accepting
ISO9001:2008 Certification
application:
14th September 2017



Highlights of ACI services to facilitate the Transition:

- ✓ Preliminary Gap Analysis
- ✓ Gap Assessment: A professional review of clients' QMS against ISO9001:2015 requirements
- ✓ Professional Customer Services team ready for answering enquiries from the clients regarding the transition
- ✓ (TQ1) ISO9001:2015 Introduction & Conversion training to provide a generic introduction of the ISO9001:2015 requirements;
- ✓ (TQ2) ISO9001:2015 Effective Application training;
- ✓ (TQ3) ISO9001:2015 Implementation Training;
- ✓ (TQ4) ISO9001:2015 Internal Auditor Training;



General

Q1 When is the ISO9001:2015 issued?

ISO9001:2015 was issued on 15th September 2015.

Q2 What are the major differences between ISO9001:2015 & ISO9001:2008?

- The adoption of the high level structure
- An explicit requirement for risk-based thinking
- Fewer prescriptive requirements
- More flexibility regarding documentation
- Improved applicability for services
- A requirement to define the boundaries of the QMS
- Increased emphasis on organizational context
- Increased leadership requirements
- Greater emphasis on achieving desired process results to improve customer satisfaction

Q3 What are the core concepts of ISO9001:2015?

- Process Approach
- Plan-Do-Check-Act Cycle
- Risk-based thinking

Q4 We have got ISO9001:2008 Certificate already. What is the impact of the new standard on us?

According to the resolution of International Accreditation Forum (IAF), there is a 3 year transition period from the issue date of ISO9001:2015 for all the existing ISO9001:2008 Certificates to transit to ISO9001:2015 Certificates.

Therefore, all ISO9001:2008 Certificates will be expired on 15 September 2018 (i.e. the ISO9001:2008 certificates will have lost validity since 15th September 2018).

Q5 We are going to implement a quality management system (QMS) for certification. What should we do?

There are two options:

- i) You can directly implement the QMS in accordance with ISO9001:2015 and apply for the certification of ISO9001:2015;
- ii) Alternatively, if you have already begun to set up the QMS based on ISO9001:2008, you can go ahead to obtain the ISO9001:2008 certificate first and later do the transition to ISO9001:2015 on or before the deadline abovementioned.

Q6 Is there any deadline for the application for ISO9001:2008 Certification?

ACI welcomes ISO9001:2008 Certification application made during the Transition Period provided that such application should not be made after 14 September 2017, i.e. after the first two years of the 3-year Transition Period.

The reason for setting this deadline is to ensure sufficient time for the certified clients to prepare the transition after being certified for ISO9001:2008.

Q7 When should we do the transition?

During the Transition Period, the ISO9001:2008 certified clients can choose to transit at any time provided that the deadline of successful transition is 14th September 2018 * . The clients can decide their schedule for transition.

However, it is highly recommended for the clients to complete the transition as early as possible

- i) to avoid the transition peak;
- ii) to leave enough time for the submission of plans of correction and corrective actions and the arrangement of any follow up visits if there were non-conformities (NCs) raised in the Transition Audit(s).

(* Remark : ACI's deadline for Transition Audit(s) is 14th July 2018.)

Q8 How should we start for the transition?

- i) Review ISO9001:2015;
- ii) Implement the QMS in accordance with the ISO9001:2015;
- iii) Plan the transition;
- iv) Discuss with ACI the plan and reserve the date(s) for Transition Audit(s).

Q9 What is the transition process?

For ACI, all ISO 9001:2008 certified clients seeking ISO9001:2015 transition shall undergo a Transition Audit(s).

Normally, there are two types of Transition Audit: one-off audit or staged audit.

i) For One-Off Transition Audit, the audit will be a one time audit in which the fulfillment of the clients' QMS against all the ISO9001:2015 requirements will be evaluated within the same audit. It can be carried out together with the normal scheduled audits such as Surveillance Visit (SV) or Renewal Audit or a single independent audit.

ii) For staged type, the evaluation of the fulfillment of the clients' QMS against the ISO9001:2015 requirements will be conducted in several planned audits provided that the accumulative results of these audits can prove the full fulfillment of the client's QMS with ISO9001:2015.

Each audit of Transition Audits in such case can be carried out together with the normal scheduled audits such as Surveillance Visit (SV) or Renewal Audit or a single independent audit.

Point to note:

For the staged type, during each audit of the Transition Audits, as the QMS is not or has not been evaluated to be fully complied with ISO9001:2015, the normal audit for ISO9001:2008 will be still carried out. Please make sure to maintain effectively the QMS of ISO9001:2008 before the completion and success of the transition.



Q10 How should we choose between one-off type and staged type Transition Audit(s)?

The choice for one-off type or staged type Transition Audit(s) may have impact in terms of clients' internal manpower arrangement or business plan. Clients are advised to have a comprehensive consideration before making decision and discuss with ACI if necessary.

Q11 How does ACI begin the transition for the clients?

Since 1st February 2016, ACI auditors will conduct a Preliminary Gap Analysis for every ACI certified client of ISO9001:2008 Free of Charge in the occasions of the normal scheduled audit such as Surveillance Visits (SVs) and Renewal Audit (REAs). The purpose of this Gap Analysis is for ACI

- ◆ to know the clients' preliminary plan of transition;
- ◆ to have a general picture on the readiness of the clients' management system for the transition;
- ◆ to discuss any issues of the transition, if any or necessary, which may be more preferable to be discussed in clients' certified sites.

Q12 What does ACI do to assist certified clients for the transition?

Besides, the abovementioned Preliminary Gap Analysis, in order to get our clients more familiar with the ISO9001:2015 requirements and facilitate our clients' preparation for the transition, ACI with pleasure provides the following services:

- ✓ (TQ1) ISO9001:2015 Introduction & Conversion training to provide a generic introduction of the ISO9001:2015 requirements;
- ✓ (TQ2) ISO9001:2015 Effective Application training;
- ✓ (TQ3) ISO9001:2015 Implementation Training;
- ✓ (TQ4) ISO9001:2015 Internal Audit Training;
- ✓ Upon request, ACI auditors can come to the client's office to perform a comprehensive Gap Assessment by going through every requirement of the ISO9001:2015 with the client in order to check whether the client's existing QMS fulfill the requirements and if not, what the discrepancies are;
- ✓ Professional customer support to answer enquiries on the transition including the quotation for the Transition Audit(s) and reservation of dates for Transition Audit(s).

For reference only
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