

Annex to Certification Regulation



TÜV AUSTRIA Group – Business Assurance

KFM-002b, Rev.01

Certification Regulation for Event Sustainability Management Systems

Standard or Certification scheme	ISO 20121:2024	Accreditation Standard	N/A								
Certification Cycle	The certificate is valid for three (3) years. To maintain the validity of the certificate, annual surveillance audits shall be carried out. Before the expiration date of the certificate, a recertification audit is conducted in order to renew the validity of the certificate for the next three-year cycle. The certification audit is carried out in two (2) stages. Stage 1 can take place off-site. The interval between the two stages shall not exceed six (6) months. If this period elapses or significant changes occur that affect the MS, stage 1 must be repeated. Stage 1 audit findings may lead to postponement or cancellation of Stage 2. If non-conformities are found, they shall be raised until the conduction of stage 2. Audits shall cover a representative part of the scope, including (if possible) auditing the implementation of the system on an event. <u>Audit planning and timetable:</u> Surveillance audit process has to be completed annually, with due date the date of the certification decision after the Initial Certification audit. Correspondingly the re-certification audit process has to be completed within the same time frame. Example:										
	<table><tr><th>Certification Decision</th><th>1st Surveillance audit</th><th>2nd Surveillance</th><th>Re-certification audit</th></tr><tr><td>15/7/2024</td><td>15/7/2025</td><td>15/7/2026</td><td>15/7/2027</td></tr></table>			Certification Decision	1 st Surveillance audit	2 nd Surveillance	Re-certification audit	15/7/2024	15/7/2025	15/7/2026	15/7/2027
	Certification Decision	1 st Surveillance audit	2 nd Surveillance	Re-certification audit							
	15/7/2024	15/7/2025	15/7/2026	15/7/2027							
	In case of exceeding time limits, the certificate is suspended for six (6) months and after this period is finally withdrawn. In recertification audits, a Stage 1 may be conducted when there have been significant changes in the management system or in the framework within which it operates (eg changes in legislation), and the client.										
Audit Evaluation Criteria / Characterization of Non-Conformities	1: Full Compliance		4: Major Non-Conformity(-ies): Correction through submission of Documents								
	2: Opportunities for Improvement: No further action is required by the client										
	3: Minor Non-Conformity(-ies): reviewed and accepted the client’s plan for correction and corrective action. Effectiveness of client’s corrective action is reviewed during the next audit		5: Major Non-Conformity(-ies): Correction through Re-audit								
Time allowed to close Non-Conformities	Certification Audit: 2 months after the completion of stage 2. Surveillance Audit: 2 months after the date of the audit or no later than the due date of the Certification Decision Recertification Audit: 2 months after the date of the audit or no later than the due date of the Certification Decision										

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Contractual Duration

The duration of the service and the contractual obligation come into force upon signature by both parties (TÜV AUSTRIA and Client Organization) and is valid for three (3) years after the date of signature of the relevant offer in cases of initial certification or re - certification.

In the case of Accredited Certification Transfer, the duration covers the validity period of the transferred certificate.

In case of transition to a new version of the standard, the duration of contractual obligation is valid until the certification expiry date mentioned on the relative paragraph of the regulation.