Certification Regulation for OK Recycled			
Standard or Certification scheme:	**OK Recycled EN 15343**	**Accreditation Standard:**	**ISO/IEC 17065**

Certification Cycle:

The certificate is valid for one year. Before the expiration date of the certificate, a Renewal audit is conducted in order to renew the validity of the certificate for the next year cycle.

The certification audit is carried out in two stages. Stage 1 may not be implemented at the customer premises. The interval between the two stages shall not exceed two months. If this period elapses or significant changes occur that affect OK Recycled Requirements, stage 1 must be repeated. Stage 1 audit findings may lead to postponement or cancellation of Stage 2.

During Stage 01 the overall level of implementation will be assessed to determine if the organization is ready to move to Stage 02. All the applicable regulatory and compliance requirements will be evaluated to ensure they are being planned and performed. During the Stage 2 Audit, all relevant documented information that evidences the compliance with all the Protocol requirements will be reviewed.

Audit planning and time table. Renewal audit process has to be completed annually, with the due date being 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:

Certification Decision date	**1st Renewal audit completion date**	**2nd Renewal audit completion date**
30/01/2021	30/01/2022	30/01/2023

In case of exceeding time limits, the certificate is suspended for six months and after this period finally withdrawn.

Audit Evaluation Criteria / Characterization of Non Conformities:		
	1: Full Conformity	**3**: Non- Conformity Major Non-Conformity
	2: Partial Non- Conformity Minor Non-Conformity	

Time allowed to close Non Conformities:

Initial Audit: 2 months after the completion of stage 02.

1st & 2nd Renewal audit completion date: 2 months after the date of the audit or no later than the due date of the completion of stage 02 of the Initial Audit.

Contractual Duration: 3 years