

Certification Regulation for Private Security Operations MS

Standard or Certification scheme:

ISO 18788:2015

Accreditation Standard:

ISO 17021-1:2015

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 may not be implemented at the customer premises. 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.

Audit planning and timetable. 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:

Certification Decision	1 st Surveillance audit	2 nd Surveillance	Re-certification audit
15/7/2023	15/7/2024	15/7/2025	15/7/2026

In case of exceeding time limits certificate is suspended for six (6) months and after this period finally withdrawn.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

2: Observation, the effectiveness of the corrective action is evaluated during the next evaluation

OFI: 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

4: Major Non-Conformity(-ies): Correction through submission of Documents or 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

Contractual Duration:

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

In 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.