IAF Mandatory Document

TRANSITION REQUIREMENTS FOR ISO 22003-1:2022

Issue 1

(IAF MD 27:2023)

The International Accreditation Forum, Inc. (IAF) facilitates trade and supports industry and regulators by operating a worldwide mutual recognition arrangement among Accreditation Bodies (ABs) in order that the results issued by Conformity Assessment Bodies (CABs) accredited by IAF members can be accepted globally.

Accreditation reduces risk for business and its customers by assuring them that accredited CABs are competent to carry out the work they undertake within their scope of accreditation. ABs that are members of IAF and their accredited CABs are required to comply with appropriate international standards and IAF mandatory documents for the consistent application of those standards.

ABs that are signatories to the IAF Multilateral Recognition Arrangement (MLA) are evaluated regularly by an appointed team of peers to provide confidence in the operation of their accreditation programs. The structure of the IAF MLA is detailed in IAF PL 3 - Policies and Procedures on the IAF MLA Structure and for Expansion of the Scope of the IAF MLA. The scope of the IAF MLA is detailed in the IAF MLA Status document.

The IAF MLA is structured in five levels: Level 1 specifies mandatory criteria that apply to all ABs, ISO/IEC 17011. The combination of a Level 2 activity(ies) and the corresponding Level 3 normative document(s) is called the main scope of the MLA, and the combination of Level 4 (if applicable) and Level 5 relevant normative documents is called a sub-scope of the MLA.

- The main scope of the MLA includes activities e.g. product certification and associated mandated standards e.g. ISO/IEC 17065. The attestations made by CABs at the main scope level are considered to be equally reliable.

- The sub scope of the MLA includes conformity assessment requirements e.g. ISO 9001 and scheme specific requirements, where applicable, e.g. ISO 22003-1. The attestations made by CABs at the sub scope level are considered to be equivalent.

The IAF MLA delivers the confidence needed for market acceptance of conformity assessment outcomes. An attestation issued, within the scope of the IAF MLA, by a body that is accredited by an IAF MLA signatory AB can be recognized worldwide, thereby facilitating international trade.

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INTRODUCTION TO IAF MANDATORY DOCUMENTS

The term "should" is used in this document to indicate recognised means of meeting the requirements of the standard. An Accreditation Body (AB) can meet these in an equivalent way. The term "shall" is used in this document to indicate those provisions which, reflecting the requirements of the relevant standard, are mandatory.

Transition Requirements for ISO 22003-1:2022

1. INTRODUCTION

All documents that provide information on transitions of normative documents will be mandatory documents to be followed by IAF MLA Accreditation Bodies (AB) signatories and accredited Conformity Assessment Bodies (CABs), with the scope as detailed in this document. This document is developed by an appointed Task Force of the IAF Technical Committee and in accordance with IAF PR 7 – Requirements for Producing IAF Mandatory Documents on Transitions. The document is mandatory for all IAF MLA AB signatories and accredited CABs.

This document provides transition requirements for:

Normative Document:	ISO 22003-1:2022
Replacing:	ISO/TS 22003:2013
Current Status (at the time of MD publication)	Published
Transition Period:	3 years (36 months) from the date of publication.

This MD document was developed in accordance with the requirements of IAF PR 7 and therefore, per section 1.2.2 of PR 7 this document is not applicable where a scheme determines a specific transition process.

2. SUMMARY OF CHANGES

The main changes between ISO/TS 22003:2013 and ISO 22003-1:2022 include but are not limited to:

i) New HACCP Study definition

ii) Changes/additions to Clause 7:

    a. Definition of certification functions within the CAB

    b. Establishes technical requirements based on Annex A and competence requirements based on Annex C

    c. Requirement for CABs to evaluate food safety knowledge

        d. Establishes knowledge requirements for evaluators of personnel competence

iii) Changes/additions to Clause 8:

        a. Requirement to use Table A.1 for the scope of certification documents

        b. Expanding guidance on the use of the marks

iv) Changes/additions to Clause 9:

        a. Audit duration requirements

        b. Requirements for defining scope of certification

        c. Multi-site sampling

        d. Requirements for initial audits

        e. Initial Audit expectations

        f. Unannounced audits

v) Changes/additions to Annex A:

        a. Defines scope of CB operations to subcategory level

        b. Defines auditor and audit team competence

        c. Changes to subcategories and clusters

- Addition of BIII - *Pre-processing handling of plant products*
- Addition of C0 - *Animal Primary conversion*
- Separation of clusters for categories H, I and J
- Removal of subcategories D and G

vi) Changes/additions to Annex B:

        a. Inclusion of references to multi-site and integrated management systems

        b. Expanding Table to the subcategory level

        c. Adjustment to the minimum onsite audit days & FTE considerations

        d. Changes to audit time calculations

vii) Changes/additions to Annex C:

        a. Incorporation of competencies from ISO/IEC 17021-1 Annex A

b. Changes in competencies

3. KEY TIMESCALE

ISO 22003-1:2022 was published in June 2022. As per IAF decision the dates below are calculated from 30 June 2022.

Activity	Due Date
AB	
AB to be ready to assess to ISO 22003-1:2022 no later than	18 months from publication month of document – 31 December 2023.
AB to use ISO 22003-1:2022 for all initial accreditation assessments no later than	24 months from publication month of document - 30 June 2024.
AB transition of all CABs completed no later than	30 months from publication month of document - 31 December 2024.
CAB	
CAB may use ISO 22003-1:2022 for all initial clients after accreditation for ISO 22003-1:2022	Date to be determined for each CB based on transition date, but no later than 24 months from publication month of document – 30 June 2024 or transition of the accreditation, whichever is later.
CAB to use ISO 22003-1:2022 for all clients no later than	30 months from publication month of document - 31 December 2024.
**CABs to implement all changes impacting their existing clients such as sampling and audit time calculations no later than	36 months from publication month of document - 30 June 2025.

** **For existing certified clients:** As requirements for multisite sampling and audit time determination have changed in the 2022 edition, it is acceptable that the contract between the CAB and the client is revised to follow new requirements. The revision must be completed to allow CABs sufficient time to implement all changes necessary by no later than 31 December 2024. Implementation must ensure that by 30 June 2025 all clients have been audited in accordance with the revised requirements, as an example any sites that are no longer eligible for sampling have been audited.

4.   TRANSITION PROCESS ACTIONS

4.1   AB Actions

Activity	*Y/N*	*Notes*
AB's Arrangements	Y	- Plan and prepare to be ready to assess to the new version at the earliest opportunity and at latest according to set due date. - Identify the changes between new and old version. - Ensure timely communication to CABs on required transition arrangements including any interim deadlines within the transition period. - Ensure that relevant personnel affected by the changes are competent for the revised version and transition process. - NOTE: ABs are encouraged to plan and commence required actions at the earliest opportunity.
CAB Document Review	N	
CAB Technical Document Review	Y	Review of the CAB's Gap Analysis, transition/implementation plan, relevant documentation for the changes including evidence of implementation and other relevant information deemed necessary by the AB.
Technical Assessment at CAB Head Office (on-site or remote) *Review)*	IF APPLICABLE	If AB is able to review required changes and implementation by CAB as a result of the CAB technical document review, then a CAB head office assessment is not required. *If AB is not able to, then an office assessment is required.*

CAB Witnessed Assessment(s)	N	
Others	N	
AB Transition Decision	Y	AB to make the transition decision, to the revised document, when all identified outstanding issues have been appropriately addressed and competence has been demonstrated.

4.2   CAB Actions

Activity	Y/N	Notes

CAB's Arrangements	Y	- Plan and prepare to apply to AB for transition and be ready to apply new requirements according to the set due dates.
		- Complete Gap Analysis.
		- Develop transition plan to address the following:
		   i) Identify the changes between new and old version. Typical processes considered for changes can include sales/quoting, auditing process, competence management and communication with existing certified clients.
		   ii) Analyze impact of changes on relevant activities/processes and identify required actions to ensure conformance (e.g. management system/documents, IT tools).
		   iii) Implement required actions.
		- Ensure that relevant personnel affected by the changes are competent for the revised version and transition process. Personnel may include, but not be limited to, auditor, reviewers of audit report, certification decision maker, contract reviewer, planner.
		NOTE: CABs are encouraged to plan and commence required actions at the earliest opportunity.

4.3   Other

Certified clients will be affected by the changes which may affect the required contract with the CAB (refer to note in section 3 identified by**). Changes include:

- i)   Requirements for audit time determination
- ii)   Requirements for multi-site sampling
- iii)   Scope of certification

End of IAF Mandatory Document Transition Requirements for ISO 22003-1:2022.

Further Information:

For further information on this document or other IAF documents, contact any member of IAF or the IAF Secretariat.

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