



ACCREDITATION RULE 40

Issue Date: 2011/12/15

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Supersedes: 2011/04/01

SUBJECT: Accreditation Program for Organizational Resilience-Emergency Management-Business Continuity Management Systems (OREMBCMS)

APPLIES TO: ASIS SPC.1, ASIS/BSI BCM.01, BS 25999-2, and NFPA 1600-2010 ANAB-Accredited and Applicant Certification Bodies

PREFACE

This Accreditation Rule is to inform certification bodies (CBs) of ANAB requirements for accreditation to certify organizations for OREMBCMS conforming with ASIS SPC.1, ASIS/BSI BCM.01, BS 25999-2, and/or NFPA 1600.

ACCREDITATION RULE

1. Requirement Documents (current versions)
 - 1.1. ASIS SPC.1, Organizational Resilience: Security, Preparedness and Continuity Management Systems – Requirements with Guidance for Use
 - 1.2. ASIS/BSI BCM.01, Business Continuity Management Systems: Requirements with Guidance for Use
 - 1.3. BS 25999-2, Specification for business continuity management
 - 1.4. NFPA 1600, Standard on Disaster/Emergency Management and Business Continuity Programs
 - 1.5. ISO/IEC 17021, Conformity assessment – Requirements for bodies providing audit and certification of management systems
 - 1.6. MA 6000, ANAB Accreditation Manual, and applicable ANAB Accreditation Rules
 - 1.7. IAF Mandatory Documents as applicable
2. Prerequisites
 - 2.1. A CB shall conform with ISO/IEC 17021.
3. Application Process
 - 3.1. OREMBCMS applicant CBs can obtain an application for informational use at www.anab.org.
 - 3.2. The application process outlined at <http://www.anab.org/certification-bodies/become-a-certification-body.aspx> must be completed via ANAB's Enterprise Quality Manager (EQM) database when the CB is ready to apply for OREMBCMS accreditation.
 - 3.3. The application fee includes the cost of one assessor day for the off-site documentation review.
4. Initial Assessment and Accreditation
 - 4.1. An ANAB accreditation assessor shall conduct a full documentation review.
 - 4.2. After the documents are found acceptable, ANAB shall conduct an office assessment and required witnessed audits. If a CB is already accredited for ANAB's Private Sector Preparedness

Voluntary Certification (PS-Prep) accreditation program, the initial office assessment and initial witnessed audit will not be required.

4.2.1. The office assessment normally shall be conducted on site and is conducted to ensure the CB's certification process for OREMBCMS conforms with ISO/IEC 17021.

4.2.2. ANAB shall witness the CB conducting a two-stage audit process (stages 1 and 2).

4.2.2.1. The stage 2 OREMBCMS audit shall be conducted by a team of at least two auditors of the CB.

4.2.2.2. The ANAB assessment team shall have the same number of members as the CB audit team.

4.2.2.3. Because of the level of expertise needed during OREMBCMS assessments, ANAB may use a technical expert, in which case ANAB will invoice the CB for the cost (fees and expenses) of the technical expert.

5. Ongoing Surveillance

5.1. ANAB shall conduct an annual office assessment and annually witness a CB team conducting an OREMBCMS audit.

5.1.1. The office assessment shall be conducted concurrently with other ANAB accreditation programs for which the CB is accredited.

5.1.2. Annual witnessed audits may be surveillance audits; however, one annual witnessed audit in the accreditation cycle shall evaluate the CB's recertification process and one annual witnessed audit in the accreditation cycle shall evaluate the CB's initial certification audit (stages 1 and 2) process.

5.1.2.1. Because of the level of expertise needed during OREMBCMS assessments, ANAB may use a technical expert. ANAB will invoice the CB for the cost (fees and expenses) of the technical expert.

6. Re-accreditation

6.1. The OREMBCMS accreditation period initially shall be four years or shall be established to coincide with the CB's current accreditation period (if any), and thereafter shall be four years.

6.2. ANAB shall conduct a document review, on-site office assessment, and witnessed audits.