



ACCREDITATION RULE 23
Issue Date: 2011/01/10
Implementation Date: 2011/02/01
Supersedes: 2007/12/10

SUBJECT: Suspension of Accreditation by ANAB Management Staff

APPLIES TO: ANAB-Accredited and Applicant Certification Bodies

PREFACE

Per ANAB's Accreditation Manual, "Suspension...of accreditation is initiated by formal action of a panel of the Accreditation Council and shall be lifted only by formal action of the same panel." However, there are situations when an ANAB-accredited CB is not conforming to certain straightforward requirements and use of the suspension panel process as outlined in the Accreditation Manual unnecessarily delays the suspension.

ACCREDITATION RULE

ANAB's Accreditation Council has authorized ANAB management staff to suspend a CB's accreditation without initiating a suspension panel hearing for the specific defined situations detailed below. Under this authorization, ANAB management staff also has the option to not suspend the CB when the CB has made every reasonable effort to fulfill its obligations but is prevented from doing so by circumstances beyond its control. A CB may appeal the suspension decision, but the suspension will not be delayed pending the appeal.

1. Past due payment of fees

- Per ANAB's Accreditation Manual, if an invoice remains unpaid 90 calendar days after the invoice date (60 calendar days past the due date).
- Suspension will be for up to 180 days and will be lifted promptly upon receipt of payment.

2. Failure to complete required annual witnessed audits

- Per ANAB's Accreditation Manual and industry-sector requirements, if a CB does not complete the required annual witnessed audits within the required timeframe (for example, by the end of the calendar year or by the end of the accreditation period).
- Suspension will be for up to 180 days and will be lifted promptly upon completion of the required witnessed audit

3. Failure to submit a plan for a major nonconformity

- Per the ANAB Accreditation Manual, the CB shall submit a plan within 30 calendar days from the date of the major nonconformity.
- Suspension will be for up to 180 days and will be lifted promptly upon receipt and acceptance of a plan.

4. Failure to submit required TL 9000 audit and certification statistics

- Per QuEST Forum alert 06-002A for the telecommunication industry, if a CB does not submit required quarterly TL 9000 audit and certification statistics to the QuEST Forum by the required date, a notice will be sent by the QuEST Forum to the CB and to ANAB with the expectation of immediate action by ANAB

- Suspension will be for up to 180 days and will be lifted promptly upon submission of the required data.

ANAB will send the CB written notice of the suspension decision, the time period of the suspension, and the conditions to be fulfilled during the suspension and to have the suspension lifted.