



Amendment 4 ISPO Control Manual Chapter 4, paragraph 4.1.2

In the ISPO Code Chapter 12, paragraph 12.2.1 stated that internal audits must be carried out at intervals not exceeding twelve months. In the ISPO Control Manual, Chapter 4, Section 4.1.2. the term 'Year' was used and in the latest version has been aligned with the ISPO Code.

It is proposed to align this section more closely with customary audit requirements.

OLD:



DOCUMENTATION AND CONTROL

Periodical Verification

- 4.1.1. Surveillance audits must be carried out to maintain the validity of the ISPO certificate. The purpose of these audits is:
- To verify the effective functioning of the ISPO management system;
 - To verify that possible modifications of the management system comply with the ISPO requirements;
 - To verify that corrective action has been implemented;
- 4.1.2. Surveillance audits must be carried out on a periodical basis with a minimum of one surveillance audit not exceeding 12 months. In the 5-yearly cycle of the validity of the certificate, all sites and branch offices need to have been visited and all pilotage activities must have been included in the scope of the certification.
- 4.1.3. A renewal verification of the ISPO certificate of compliance must be carried out from three months before the expiry date of the certificate. The renewal verification must be carried out in accordance with the principles for initial verification given in paragraph 3.1. A document review must be part of the renewal verification if the organization's management system has undergone modifications.

NEW:



DOCUMENTATION AND CONTROL

Periodical Verification

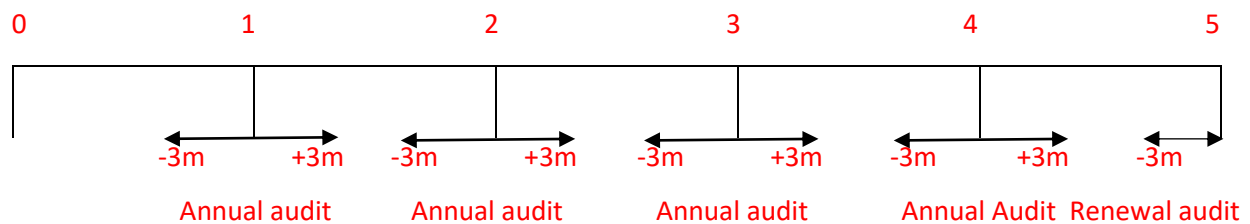


4.1.1. Surveillance audits must be carried out to maintain the validity of the ISPO certificate.

The purpose of these audits is:

- To verify the effective functioning of the ISPO management system;
- To verify that possible modifications of the management system comply with the ISPO requirements;
- To verify that **any required** corrective action has been implemented;

4.1.2. In the 5-yearly cycle the validity of the ISPO Certificate of Compliance (ICC) should be subject to annual verification to demonstrate that the management system remains effectively implemented within three months before or after the anniversary date.



4.1.3. A renewal verification of the ISPO certificate of compliance must be carried out from three months before the expiry date of the certificate. The renewal verification must be carried out in accordance with the principles for initial verification given in paragraph 3.1. A document review must be part of the renewal verification if the organization's management system has undergone modifications.

Motivation:

After the last adjustment of ISPO Control manual version 14.01, where an attempt was made to achieve uniformity in audit intervals, confusion and uncertainty remained. To remove the ambiguity, the requirements of audits at ISM were examined. Together with the explanation in the workshop on audits at the last conference, section 4.1.2. adjusted accordingly.