

SCS 9001 Accreditation Body Implementation Requirements

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SCS 9001 Accreditation Body Implementation Requirements

Below are SCS 9001 implementation requirements including criteria for Certification Body accreditation. These requirements will apply to all TIA QuEST Forum-recognized Accreditation Bodies and the Certification Bodies accredited by these Accreditation Bodies to conduct SCS 9001 certifications.

Accredited Certification Bodies shall:

- 1.1 Provide Accreditation Bodies with written agreement to conduct SCS 9001 certifications in conformance with TIA QuEST Forum Guidance Document “Code of Practice for SCS 9001 Certification Bodies.
- 1.2 Provide Accreditation Bodies, prior to beginning SCS 9001 certifications, relevant documentation showing that the Certification Body’s process conforms to the Code of Practice cited in 1.1 above.
- 1.3 Maintain a listing of their SCS 9001 qualified auditors.
- 1.4 Have personnel on their management team or on their committee for safeguarding impartiality that have communications industry experience, as well as expertise in the specific scope, as defined by the current Accreditation Body practice.
- 1.5 Have at least one member of the certification decision making body who has successfully completed and passed the exams for required SCS 9001 training. This member shall have veto power about SCS 9001 certification decisions.
- 1.6 Utilize auditors that meet the requirements specified in TIA QuEST Forum Guidance Document “Qualifications and Experience Requirements for SCS 9001 Registration Body Auditors”.
- 1.7 Utilize an audit team, which has at least one member with relevant experience in the communications industry (see Qualifications and Experience document cited in 1.6 above.
- 1.8 Use the SCS 9001 notation on certificates only after the Accreditation Body accredits a Certification Body for SCS 9001.
- 1.10 Where the Certification Body does not satisfactorily complete the witness audit, the Certification Body shall be responsible for remedies for any assessed companies appropriate to the content and severity of the problems discovered, and as agreed by the Accreditation Body. No additional SCS 9001 audits shall be permitted until the Accreditation Body accepts the Certification Body’s corrective actions.
- 1.11 Be permitted to use a full SCS 9001 or an ISO 9001 upgrade to SCS 9001 as a witness audit.
- 1.12 Provide certification document to SCS 9001 conformant organizations citing certification to SCS 9001 and the ISO 9001 standard in accordance with SCS 9001 Quality Management System Requirements Handbook, Section 3.2
- 1.13 Define delisting criteria, and steps for delisting certified organizations.
- 1.14 Be responsible for remedies for any SCS 9001 certified organizations affected by the withdrawal of the Certification Body’s SCS 9001 accreditation by the Accreditation Body, appropriate to the severity of the problems discovered. The Accreditation Body shall agree on these remedies.

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- 1.15 Provide transition support for future SCS 9001 releases consistent with the QuEST Forum's guidance and transition plan.

Accreditation Bodies shall:

- 2.1 Establish agreements with the TIA QuEST Forum through a Memorandum of Understanding to adhere to the criteria for recognition set forth by the TIA QuEST Forum.
- 2.2 Be responsible for providing an assessment team that meets all the SCS 9001 Auditor qualifications (as defined in the Qualification and Experience document cited in 1.6 above) to witness the first SCS 9001 audit (Stage 1 and Stage 2) of any Certification Body completing items 1.1 and 1.2 above. The Accreditation Body shall notify the QuEST Forum Administrator of the date when each Certification Body has successfully completed the witness audit.
- 2.3 Be responsible in the conduct of witnessing for utilizing any outside experts or observers needed. This responsibility shall include avoidance of conflict of interest, availability, and timeliness.
- 2.4 Define:
 - a) suspension and withdrawal criteria, and steps for handling suspension and withdrawal of SCS 9001 accredited Certification Bodies, and
 - b) an appropriate process for appeal of a witnessing decision or any other steps in the SCS 9001 process.
- 2.5 Maintain a SCS 9001 accredited Certification Body listing kept up-to-date and distributed to the TIA QuEST Forum whenever the listing changes. These lists shall note new additions or deletions from previous revisions. Notice of loss of accreditation shall be formally communicated promptly to the TIA QuEST Forum.
- 2.6 Provide a certificate, or similar formal notification, that can be used to document the Certification Body's accreditation to each accredited SCS 9001 Certification Body who has met all requirements of SCS 9001 (see Code of Practice document cited in 1.1 above).
- 2.7 Provide transition support for future SCS 9001 releases consistent with the QuEST Forum's guidance and transition plan.
- 2.8 Perform the activities detailed in QFP-034 "Third Party Effectiveness Verification Program" when needed.

TIA QuEST Forum shall:

- 3.1 Establish a central point of contact to act as the clearinghouse for all inquiries, Accreditation Body, Certification Body and certification-related items, issues and concerns.
- 3.2 Share appropriate SCS 9001 communications with their recognized Accreditation Bodies.
- 3.3 Recognize any Accreditation Body that is a signatory to the International Accreditation Forum (IAF) Multi Lateral Agreement (MLA) subject to TIA QuEST Forum Accreditation Body recognition process and establishing agreements with the TIA QuEST Forum through a Memorandum of Understanding to adhere to the criteria for recognition set forth by the TIA QuEST Forum. These Accreditation Bodies must implement a mutual recognition of each other's witness audits, in support of SCS 9001.
- 3.4 Provide guidance and a transition plan for the introduction of future SCS 9001 releases.