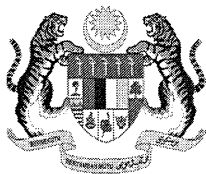


Date : 3 May 2016



STANDARDS
MALAYSIA

The Scheme for the Accreditation of Certification Bodies (The ACB Scheme)
ACB CIRCULAR 5/2016

NOTIFICATION OF CHANGES TO STANDARDS MALAYSIA ACCREDITATION
PROCESS

1. Introduction

In efforts to improve our accreditation services, the Department of Standards Malaysia (Standards Malaysia).

This circular applies to all accredited certification bodies.

2. Objective

This circular is aimed to inform all accredited certification bodies on the changes to Standards Malaysia accreditation process.

3. Notification of Changes to Standards Malaysia Accreditation Process

a. Application

i. Cross-reference Checklist

Beginning 1 May 2016, new applications are required to fill in FM 410 as their cross-reference checklist. This document cancels and replaces FM 205.

b. Accredited programmes:

i. Scope

Confirmation of scope during assessment will be using the scope downloaded from Standards Malaysia CAB Directory. Therefore, FM 404 is cancelled and withdrawn.

ii. Documentation review prior to re-assessment

Certification Bodies (CBs) are required to submit their Quality Manual and relevant documents to Standards Malaysia for documentation review prior to re-assessment together with FM 410 at least one (1) month prior to re-assessment. FM 410 and the related documents shall be reviewed by the assessor during the office assessment.

iii. NC form

Any non-conformities raised during assessments will be raised by assessors using FM 401-1.

Response to findings by the certification body and acceptance by assessors shall be made using FM 401-2

4. Implementation

These changes with the exception of 3.b) ii) take effect immediately. For 3.b) ii) the change comes into effect for assessments scheduled after **10 June 2016**.

Please contact officer in-charge of your certification body or ACB Scheme Manager if you would like to seek further clarification on this circular.

THANK YOU

Director of Accreditation