

# TRANSITION ARRANGEMENTS

## AWS STANDARD VERSION 1.0 TO 2.0

### MARCH 2019



This document outlines the policies for using Version 1.0 or Version 2.0 of the AWS Standard during the one-year transition period, as outlined in the AWS Standard Development Procedure.

#### STANDARD DEVELOPMENT PROCEDURE (FEB 2017)

The procedure states the following:

Aim: Certificate holders, CABs and Accreditation Bodies have adequate time and notice to comply with any new requirements.

2.10.1	AWS shall note in the Standard:
2.10.1.1	the date of a revision or reaffirmation of the Standard; and
2.10.1.2	the transition period by which the revised Standard will come into effect.
2.10.1.3	revised Standards shall generally become effective as of 1st January each year.
2.10.1.4	Notice that a revised Standard is being introduced shall be given to CABs and any Accreditation Body associated with AWS at least 3 months prior to this date.
2.10.1.5	In the first year, extended timelines may be given to existing certificate holders to come into compliance with changes to the Standard i.e. Major Non-Conformities may be given one year for compliance, rather than the usual three months.
2.10.2	AWS shall promptly inform its stakeholders of the revised Standard and transition period, in particular Conformity Assessment Bodies, and will require them to inform certified enterprises and those who are in the process of certification.

#### OVERVIEW OF CURRENT AWS CERTIFICATION CYCLE (FROM AWS CERTIFICATION REQUIREMENTS)

- Certificate Holders are recertified every three years [section 3.6 of the Certification Requirements].
- Surveillance Audits are carried out every <13 months [section 3.1.2.2].
- Major Non-conformities identified in an audit or surveillance audit must be closed out within 3 months (90 days) and shall be made publicly available in the certificate report [section 2.8].
- Minor non-conformities - 90 days' time period to close out (with some flexibility) [section 2.9].

#### STANDARD REVISION TIMINGS AND TRANSITION PERIODS FOR CERTIFICATION AUDITS

Feb 2019:	AWS v2.0 Standard approved by AWS membership: CABs notified
22 <sup>nd</sup> March 2019:	AWS Standard V2.0 officially published
March 2019 – May 2019:	CABs trained, sites informed and can start implementing v2.0 and new audit materials developed by AWS and CABs
May 2019 – 21 March 2020:	Sites can use V1.0 or V2.0 within the audit

From 22<sup>nd</sup> March 2020 (12 months after publication): All sites must be audited against V 2.0.

#### AUDIT CYCLE TIMINGS

Sites may start to use Version 2.0 to prepare for certification or recertification from the date of publication, and under specific conditions that the CAB confirms the site's readiness.

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From May 2019 all sites will be encouraged to use V2.0 but can choose to be audited against V1.0 under the conditions below.

For first certifications a site audited against V2.0 will have 3 months to close out non-conformities (90 days), as per the Certification Requirements. Existing certificate holders will have up to 12 months to close out non-conformities against new criterion in v2.0 during this transition time (until March 2020) should they choose to be audited against version 2.0. Any non-conformities shall be thoroughly investigated in the surveillance audit process.

The tables below clarify the different options for using version 1.0 or version 2.0 during the year transition period, for first site certifications, recertifications or surveillance audits and the time allowed to address any major non-conformities.

Sites certified to the EWS Standard will be treated like AWS certified sites, in terms of non-conformities (below right table).

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First Site Certification in May 2019-Mar 2020		
Month of Your Audit	Standard Used	Major Non-Conformities
Jan 2019	V1.0	3 months
Feb 2019	V1.0	3 months
Mar 2019	V1.0	3 months
April 2019	V1.0	3 months
May 2019	V1.0*/V2.0	3 months
June 2019	V1.0*/V2.0	3 months
July 2019	V1.0*/V2.0	3 months
Aug 2019	V1.0*/V2.0	3 months
Sept 2019	V1.0*/V2.0	3 months
Oct 2019	V1.0*/V2.0	3 months
Nov 2019	V1.0*/V2.0	3 months
Dec 2019	V1.0*/V2.0	3 months
Jan 2020	V1.0*/V2.0	3 months
1 <sup>st</sup> Feb 2020	V1.0*/V2.0	3 months
22 <sup>nd</sup> March 2020 onwards	V2.0	3 months

Re-certification / Surveillance / EWS recertification Audit in 2019-March 2020		
Month of Your Audit	Standard Used	Major Non-Conformities
Jan 2019	V1.0	3 months
Feb 2019	V1.0	3 months
Mar 2019	V1.0	3 months
April 2019	V1.0	3 months
May 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
June 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
July 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
Aug 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
Sept 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
Oct 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
Nov 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
Dec 2019	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
Jan 2020	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
1 <sup>st</sup> Feb 2020	V1.0*/V2.0	3 months (V 1.0) 12 months (V 2.0)
22 <sup>nd</sup> March 2020 onwards	V2.0	3 months

**\*Between May to end Oct 2019** – If the audit is against V1.0 the audit report shall include a gap-analysis to enable the site to understand what is required by them to be compliant with V 2.0 at the next surveillance audit.