

**qualityaustria**  
**GUIDELINES**

**for**

**Transition from ISO 9001:2008 to**  
**ISO 9001:2015**  
**and**  
**from ISO 14001:2004 to ISO 14001:2015**

(For internal use only)

**Table of contents**

<b>Introduction</b> .....	2
<b>Principles (see IAF ID 9:2015, IAF ID 10:2015)</b> .....	2
<b>qualityaustria Auditor Competence</b> .....	2
<b>Options for transition for certified customers</b> .....	3
<b>New certifications</b> .....	4

## Introduction

The ISO 9001:2015 and the ISO 14001:2015 are expected to become effective in September 2015. Due to the significant change of essential requirements, it is anticipated that customers want to be prepared early for the transition. The following **qualityaustria** regulations for the transition have to be applied during and after the coexistence period.

These regulations are based on the IAF documents IAF ID 9 „Transition planning guidance for ISO 9001:2015“ and IAF ID 10 „Transition planning guidance for ISO 14001:2015“.

## Principles (see IAF ID 9:2015, IAF ID 10:2015)

- 1) The transition period is 3 years from the date of publication of the standards ISO 9001:2015 or ISO 14001:2015.
- 2) Certificates acc. to ISO 9001:2008 and ISO 14001:2004 will no longer be valid after this transition period.
- 3) Audits which are conducted on base of DIS documents can not be used for transition.
- 4) Accredited certificates can only be issued by Quality Austria when ISO 9001:2015 and ISO 14001:2015 respectively, accreditation for these standards has been granted by Accreditation Austria, and after each standard was published.

## qualityaustria Auditor Competence

All auditors shall complete an obligatory training and pass a knowledge-check against the new standard. For this, the following options are available:

### TRAINING:

- 1) One-day training each (ISO 9001 and ISO 14001), based on the FDIS (within the scope of an „upgrade-training“ or auditor calibration).
- 2) One-day training each (ISO 9001 and ISO 14001), based on the DIS + additional training for FDIS or additional self-study of the updated training material: this training material is available in the qualityaustria e-learning platform „Moodle“ and obligatory to be worked through. The log-data of the e-learning platform will be used for evaluation of the additional learning carried out.
- 3) Persons, who can not participate in any of the calibrations, have the option of doing an online training (for ISO 9001 and ISO 14001, including written assignments in an amount of 8 hours of active learning time for each standard).

### KNOWLEDGE-CHECK:

- 4) Auditors shall carry out a mandatory knowledge-check, in order to be assigned to conduct ISO 9001:2015 or ISO 14001:2015 audits. These knowledge-checks are based on FDIS ISO 9001:2015 or FDIS ISO 14001:2015 and will be available in English and German language.
- 5) Partners who wish to translate the knowledge check to other languages can do so. However, the knowledge-check has to be carried out in the qualityaustria e-learning platform for automated evaluation of performance.
- 6) An auditor can be assigned to carry out ISO 9001:2015 or ISO 14001:2015 audits after successful completion of the appropriate trainings and the model-specific knowledge-check.

## Options for transition for certified customers

### Transition in the context of re-certification audits

The transition can be achieved by a re-certification audit. In the course of such an audit, all requirements need to be audited. Certification can only be granted after the organization has demonstrated conformance to ISO 9001:2015. The audit times shall comply with the **qualityaustria** Guideline RE\_25\_03\_01 Minimum Audit Time.

### Transition in the context of surveillance audits

The transition can be achieved within the context of an extended surveillance audit. In the course of such an audit, all requirements need to be audited. Certification can only be granted after the organization has demonstrated conformance to ISO 9001:2015. The audit times shall comply with the **qualityaustria** Guideline RE\_25\_03\_01 Minimum Audit Time for a re-certification audit.

Such an audit can be considered as a pre-dated re-certification audit; the certificate issued is then valid for three years.

### End of validity of ISO 9001:2008

If a client wishes to carry out re-certification against ISO 9001:2008 or ISO 14001:2004 after publication of the new standards, the validity of the certificate will be limited to the end of the coexistence period. Thus, the validity of the customer's certificate will be less than three years.

If a client does not wish to change to the revised standards within the stipulated period of coexistence, the accredited certificate will become invalid with the end of the coexistence period.

### Special regulations

The following procedures are not recommended by Quality Austria; these regulations are only intended for special circumstances (e.g. large matrix certificates, special circumstances within company):

- If a customer needs within the coexistence period the continuity of ISO 9001:2008 and the evidence of the new ISO 9001:2015 at the same time, additional audit time shall be planned and reported appropriately in the audit plan. Additional time in the amount of 10% of the planned audit time shall be taken into account.
- If the audit is conducted in the course of the FDIS stage, the customer must be informed that - in case of content-related changes in the published version of the standard - appropriate evidences on the additional implementations have to be provided, before the accredited certificates are issued.

## **New certifications**

After publication of the standard only certifications according to ISO 9001:2015 or ISO 14001:2015 are recommended.

New certifications acc. to ISO 9001:2008 or ISO 14001:2004 are in exceptional cases allowed, but the validity of the certificate is limited to the end of the coexistence period.