



BATALAS ISO 9001:2015 AND ISO 14001:2015 FDIS WEBINAR Q&A

Below is a list of questions that we received during our latest webinar held on 21st July 2015.

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1. OUR 3 YEARLY ISO 9001 RE-CERTIFICATION IS DUE IN JUNE/JULY NEXT YEAR (2016). WOULD YOU ADVISE PREPARING FOR THE MANAGEMENT SYSTEMS CHANGES NOW?

It depends on the size of your organisation. In a smaller organization the implementation of a management system, in theory, takes less time. It may take between 6 to 12 months to change from the 2008 standard to the 2015 standard. I would advise if your re-certification is due next year that you will probably need to start the process now.

A lot of the clauses in the 2008 standard are transferrable to the 2015 version, therefore preparation could start now. We will be releasing a matrix (table) of clauses and which ones are transferrable and not.

2. BY REMOVING THE DOCUMENTATION REQUIREMENTS, WILL THE WAY WE APPROACH THE MANAGEMENT SYSTEM CHANGE?

It is true that the documentation requirements are less in the draft standards e.g. a policy manual is no longer mentioned in both ISO 14001 and 9001 (of the revised draft standards), but it does require that documented information be retained or maintained. It still needs to meet the requirements of the standard(s), and if that's the case how do we prove that we are doing this without any evidence. There is no need to rip up your current documentation, it just gives you the opportunity to perhaps streamline some of the more regimented documents that (in some organisations) is seen as a barrier to getting full companywide buy-in. Without documentation how are we going to prove that we are doing what we say we are doing?

3. WHAT HAPPENS TO THE ISO STANDARDS IF ANNEX SL CHANGES?

If Annex SL changes (which it obviously will at some point), then all ISO standards that are based on it will need to be updated, but this will not be for a few years hopefully!

4. WILL THE 18001 STANDARD (OCCUPATIONAL HEALTH AND SAFETY STANDARD) BE STRUCTURED IN A SIMILAR WAY?

As Annex SL was designed to make management systems more uniformed and universal, the new replacement for OHSAS 18001 – ISO 45001 will follow the new structure. OHSAS 18001 is actually a British standard and not an international standard. In 2016 ISO 45001 will essentially take over from 18001 as the main Health and Safety standard. You will still be able to register/certify to OHSAS 18001 for at least another 3-5 years, but we imagine most organisations will transition across to ISO 450001 when their 18001 re-certification happens.

5. WILL IRCA REGISTERED AUDITORS HAVE TO DO TRANSITION TRAINING TO KEEP THEIR CERTIFICATION?

Yes, IRCA has announced that it will be mandatory for all registered auditors if you wish to keep registered to the latest standard(s).

6. WE'RE IMPLEMENTING ISO NOW, IS IT WORTH HOLDING ON FOR THE 2015 VERSION?

You can still register/certify to ISO 9001:2008 or ISO 14001:2004 until late 2018 (based on a 2015 revision status). It depends on how far with your implementation. If you have the time now it may be worth registering for the 2015 standard, unfortunately there is no right or wrong answer, it really depends on more factors than you can give in a webinar, but if anyone needs advice on this just get in touch.

7. HOW WILL THE CHANGES AFFECT AS9100?

All new or revised standards developed by ISO will have to follow Annex SL from now on. AS9100 (Aerospace and Defence) is based on ISO 9001 and will therefore need to be updated to reflect the changes. History shows us that any standards which are based on another are typically updated 6-12 months from when the other standard is revised (i.e. expect a revised version of the AS9100 standard some point in 2016).

8. DO WE STILL RECOMMEND THE USE OF PDCA?

PDCA is basically just good business practice which hopefully we all use every day in our own business. In the FDIS of both ISO 9001 and ISO 14001 it is mandated we all use PDCA going forward.

9. COULD YOU GO MORE INTO THE RELEVANT INTERESTED PARTIES?

Due to the short timeline we have for the question and answer session it would not be feasible to answer this questions in full (and do it any justice!). We are in the process of releasing a video on our website explain interested parties in more detail, keep an eye on our website for more details.

10. DOES ANNEX SL MEAN THE END OF AN IMS?

Yes and no. Before Annex SL, a true Integrated Management System (IMS) was hard to achieve as the structure of each ISO standard is different. Going forward, if all standards are based on Annex SL it should mean that we can now have an effective IMS.

Having said that though, if we look at Annex SL clause 4 "context of the organization", you could argue that if you extend your interested parties out far enough you could end up covering everything from environmental, H&S, information security etc, which would probably be enough for most organizations. This is a debate that those in the training and consultancy sector have been having since we first laid our eyes on Annex SL.

11. WILL AN INTERNAL AUDITOR BE REQUIRED TO AUDIT THE LEADERSHIP TEAM?

Yes and no. Someone within your management system will need to audit the leadership team, and this could be either by someone internally or an external auditor conducted internal audits for you. The internal audit clause still remains (now known as clause 9.2.1). Obviously it all depends on the size and complexity of your organization, but there needs to be some form of proof that the leadership are now fully committed to the management system.

12. HOW DO WE AUDIT THE MANAGEMENT SYSTEM WHEN THE REQUIREMENTS FOR DOCUMENTATION IS GONE?

An internal auditor is normally looking to see if we are doing what we say we are doing. This often starts with a written procedure, which in theory means that someone without a prior knowledge of the procedure could audit it. If there no written procedures available to show what we should be doing, forget the auditor, how will the normal staff know how to do their job? The auditor may well have a much tougher job in future as there could be a different way to audit to find the factual evidence.

For those auditors listening/watching this webinar, there will be further training on how to audit without any documentation throughout the coming months and years.

13. WOULD A RELEVANT INTERESTED PARTY BE A RECRUITMENT AGENCY?

Yes they can be included, as we saw in a previous slide, once we know the scope of our management system and how far we want our interested parties to stretch, the list could be as large or small as you want.

14. WOULD IT MAKE SENSE TO DO 9001 TRANSITION BEFORE TRAINING 14001 FROM SCRATCH?

The training that we will be offering includes one day training on Annex SL, and then a day on the sector specific training you have booked onto. For example if attending the ISO 9001 you would attend a two day training course, day one covers what is Annex SL, day two covers the extras of ISO 9001 and the new skills needed in order to audit an MS without any documentation.

Only one further day would need to be added to complete the ISO 14001 standard.

15. WILL INTERNAL AUDITORS HAVE TO BE RETRAINED?

Yes and no. Yes in that some internal auditors will need to learn the new art of auditing without documentation, but not all internal auditors will need to be retrained. For example if an internal auditor audits a procedure without checking for conformity to the ISO standard(s) (someone else will still need to do this though), then there is an argument that they will not be doing anything different in future therefore they will not need retraining. On the other hand if the auditor is also auditing for conformity to the ISO standard, then they will need to be retrained in order to know what the new standards requirements are.

16. CAN A QUALITY MANAGER BE PART OF TOP MANAGEMENT TEAM, OR SHOULD THE QUALITY FUNCTION BE INDEPENDENT OF TOP MANAGEMENT?

Proof is required to show top management are involved, a quality manager can be a management representative, but if responsible for the whole (IMS) internal management system it makes sense that their more senior in the chain. As long as the quality manager has access to the top management to proof to each other all are doing their jobs correctly in relation to the management system. The function could be independent or internal and would depend on how this is managed.

17. WILL FUTURE QMS/EMS COURSES BE BASED ON THE 2015 VERSIONS OF THE STANDARD?

The new standards are coming out in September 2015, and Lead Auditor training will not be available until we receive the new updated criteria from IRCA. Due to the changes to the criteria and the approval process, we would anticipate that all Batalas ISO 9001 IRCA approved courses will be based on the new standard approx. October/November 2015. For anyone booking a course with us throughout August and September we will be offering discount vouchers for transition courses to the revised standard.

18. WITH ALL STANDARDS ADOPTING ANNEX SL, WILL IT BE ENOUGH TO RETRAIN IN ONE STANDARD?

There are a lot of changes within the industry at this time, until we receive clarification from IRCA as to what will be happening it is impossible to answer this question. As soon as we have more information we will be publishing it on our website.



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