



ISO/IEC 17011:2017 Transition Plan

INTRODUCTION

It is the responsibility of ILAC and IAF for the unaffiliated ABs and the regional groups for their signatory ABs, to define and set the specific dates for the critical process steps to ensure the mandatory deadlines defined below are met. This will allow each regional group to take into consideration factors such as their evaluation schedule, availability of TLs and decision making processes, etc., to ensure all signatory ABs have transitioned to ISO/IEC 17011:2017 by November 2020.

ASSUMPTIONS

1. That the revision of ISO/IEC 17011 will be completed and the final version published in November 2017 and hence the transition will need to be completed by November 2020.
2. Where reference is made to 'new' requirements, this includes completely new or additional requirements as well as those requirements that have been significantly revised or changed in ISO/IEC 17011:2017. A gap analysis is available from the ISO CASCO website. Compliance with the requirements of ISO/IEC 17011:2017 other than those requirements identified as new, will be considered sufficient to demonstrate continued compliance with ISO/IEC 17011:2004.
3. IAF/ILAC A3 has been updated to reflect the requirements of ISO/IEC 17011:2017 and will be published in December 2017. This document will be used for all evaluations against ISO/IEC 17011:2017 and for the document reviews as detailed in this transition plan.

PLAN FOR TRANSITION

A. Evaluations conducted from 1 July 2018

1. All evaluations from 1 July 2018 are to be carried out using ISO/IEC 17011:2017 as the requirements document. This includes all initial, re-evaluations, extensions and follow-up evaluations.
2. An AB that has an evaluation scheduled between 1 January - 1 July 2018 may request the evaluation be carried out in accordance with ISO/IEC 17011:2017. In this case, the AB will be required to complete IAF/ILAC A3:2017 (which may be additional to other evaluation paperwork that has been provided to the evaluation team). The findings for such an evaluation must be coded and closed as per the details included in point 3 below.
3. Findings against the new requirements in ISO/IEC 17011:2017 will be coded in accordance with the definitions for NCs and Concerns included in IAF/ILAC A3 Part 3B.

NCs and Concerns must be closed out in accordance with the requirements for the respective category of finding with the exception that MRA/MLA signatories must close out findings against **new** ISO/IEC 17011:2017 requirements by a date as determined by the region or ILAC/IAF to allow the decision making process to be completed prior to the transition date.

If the findings against the new requirements are not closed out in accordance with the documented time frames of the region or ILAC/IAF, a decision on compliance with ISO/IEC 17011:2004 must still be carried out to confirm on-going signatory status. A further decision will be required to confirm compliance with the new requirements prior to the transition date.

4. The decision making processes for all evaluations of MRA/MLA signatories as described in point 1, must be completed prior to November 2020.
5. It is the responsibility of the regions to establish time frames to ensure the evaluations and processes described in points 1 - 4 above are completed by November 2020.

B. Document Review for the ABs that will NOT be evaluated during the transition period

1. All MRA/MLA signatories that are not peer evaluated to ISO/IEC 17011:2017 and their compliance confirmed **by a decision making process prior to November 2020**, must complete IAF/ILAC A3:2017.
2. A document review must then be carried out by a qualified person, preferably the TL that should have already been allocated to conduct the next on-site evaluation of the AB.
3. Any findings from the document review will be identified, coded in accordance with the definitions for NCs and Concerns and addressed by the AB.
4. The team leader or qualified person that has carried out the document review will need to report to the relevant decision making group, confirming the document review has been completed, that the findings have been addressed by the AB and that this will be further verified as part of the next scheduled evaluation (specifying the date of that evaluation).
5. The document review and decision making process must be completed by November 2020.
6. It is the responsibility of the regions to establish time frames to ensure these document reviews and associated decision making processes are completed by November 2020.

REPORTING TO ILAC AMC/IAF MLA MC

The recognised regions and those regions currently being evaluated to become a recognised region will be required to provide a report to the ILAC AMC and IAF MLA MC in October 2019 and October 2020 detailing the progress of transitioning the AB signatories to their MRA/MLA. This report must include for each AB the evaluation process used, i.e., evaluation or document review, and status of this process. In addition, a final report will be provided to the ILAC AMC and IAF MLA MC in March 2021 including the actions taken to address any ABs that did not meet the ISO/IEC 17011:2017 transition deadline.

The ILAC AMC and IAF MLA MC will be responsible for preparing a report on the unaffiliated accreditation bodies evaluated by ILAC and IAF as detailed above for the regions.