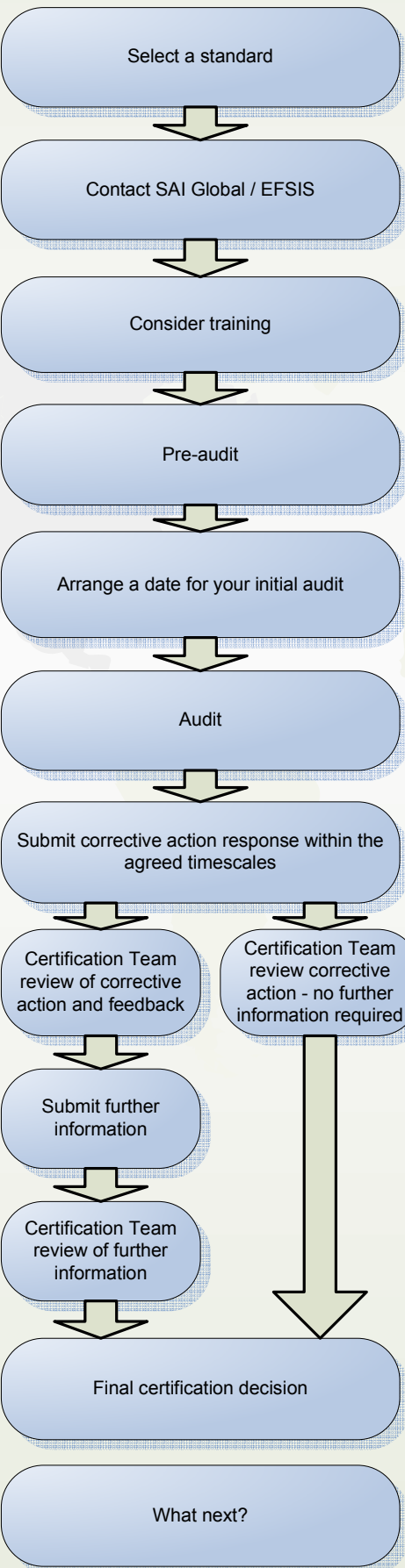




STEPS TO CERTIFICATION

Your first audit ? , don't worry we're here to help guide you through the process



SAI Global / EFSIS offer a wide range of certification services, our website gives a comprehensive overview of the services we offer, however, if you have questions about the best service for your organisation please give us a call and we can assist and answer any questions that you may have.

Once you have selected a standard, give us a call or send us an e-mail and we will send you a detailed application pack.

Whether you are looking to implement a Quality Management System, or gain an insight in to the requirements of the standard or add to the skills of your internal auditor SAI Global / EFSIS offer a range of training courses, workshops and conferences.

We offer a pre-audit to help you prepare for your initial audit, the pre-audit will identify gaps against your chosen standard and help you implement a plan of action before your initial assessment and allows your team to move forward to the initial audit with confidence and a knowledge of the audit process.

Your SAI Global / EFSIS auditor will make contact with you and agree a mutually convenient date for your initial audit.

During the site audit, there are a number of process steps undertaken: 1) opening meeting 2) HACCP & documentation review 3) factory inspection 4) check back audit trails, and complete documentation review, 5) auditor quiet time 6) closing meeting. Your auditor will explain any non-conformances, leave you with a report and explain the next steps.

At the end of the audit your auditor will have discussed with you the best way to submit your response, however, if you have any questions please do not hesitate to call or e-mail the Certification Team: certification@saiglobal.com. *Please note in some circumstances it may be necessary to come back to the site to verify action taken.*

The Certification Team will review the information supplied and if further information or clarification is required, we will contact you (either by phone or e-mail). A timescale for submission of the further evidence will be agreed.

On successful completion of certification we will issue your report and certificate of conformity. We will also issue you with a copy of our logo and rules for the use of SAI Global / EFSIS certificate and logo. The SAI Global / EFSIS brand is recognised worldwide and is synonymous with excellence.

Once your assessment has been completed, we will continue to update you with new and exciting developments or changes. The Certification Team are always on hand to answer any technical questions that you may have and support your programme of continual improvement. We will contact you to arrange your surveillance visit.