

1 **RULES OF PROCEDURE FOR MANAGEMENT SYSTEM**
2 **CERTIFICATION BODY ACCREDITATION**

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4 **1.0 INTRODUCTION**

5 1.1 **Scope:** The purpose of these rules is to establish procedures governing accreditation of
6 Management System Certification Bodies (MSCB) by International Accreditation
7 Service, Inc. (IAS).

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9 IAS accreditation does not make any representation nor should it be construed as
10 making representation regarding attributes not specifically addressed by the
11 accreditation. Accreditation also does not constitute an endorsement or
12 recommendation for use of a particular certification body or certified organization.

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14 1.2 **Reference Documents**

15 1.2.1 IAS Accreditation Criteria for Management System Certification Bodies, AC477.

16 1.2.2 IAS Rules of Procedure for Appeals Concerning International Accreditation
17 Service, Inc., Actions

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19 **2.0 INITIAL ACCREDITATION**

20 2.1 **Initial Application, Fees and Assessment Costs**

21 2.1.1 Each initial application must be submitted through the IAS Customer portal.

22 2.1.2 The new applicant must submit appropriate basic fee and assessment cost as
23 identified in your quotation.

24 2.1.3 The basic fee covers one discipline and similar sectors or MSCB certification,
25 as applicable and as provided in your quotation.

26 2.1.4 If any additional disciplines are identified during the course of accreditation,
27 additional fees may apply. Disciplines of MSCB are broadly categorized as
28 EMS, QMS, FSMS, ISMS, etc.

- 29 2.1.5 Initial applications held for more than 180 days, without the applicant's having
- 30 fulfilled IAS requirements for accreditation, are subject to cancellation unless
- 31 such term is extended by the IAS president or his/her designee.
- 32 2.1.6 All IAS fees are nonrefundable.
- 33 2.1.7 **Taxes and charges:** All sales, use, excise, value-added and similar taxes and
- 34 charges are the responsibility of the applicant, and the applicant agrees to
- 35 reimburse IAS for any such taxes and charges imposed on IAS with respect to
- 36 services provided by IAS.
- 37 2.1.8 Required documentation as noted in Sections 4 and 5 of IAS AC477 must be
- 38 submitted.
- 39 2.1.9 Desired scope of accreditation detailing the disciplines for which accreditation
- 40 is sought must be submitted. As an example, the following format is
- 41 recommended:

<i>Discipline of Certification</i>	<i>Quality Management Systems</i>
<i>Certification Standard</i>	<i>ISO 9001</i>
<i>Certification Scheme</i>	<i>For sector 4, the assessment includes the requirements set forth in BA9000</i>
<i>Certification Sectors</i>	
<i>4: Textiles and Textile Products (BA9000)</i>	<i>19: Electrical and Optical Equipment</i>
<i>7: Pulp, Paper and Paper Products</i>	<i>24: Recycling</i>

- 42
- 43 2.1.10 IAS may at any time, in addition to the required documentation noted above,
- 44 require other information.
- 45 2.1.11 Initial applicants will be invoiced for the balance of costs and expenses
- 46 resulting from the onsite assessment.
- 47 2.1.12 Additional fees, if any, due to identification of any additional disciplines of
- 48 MSCB (refer to section 2.1.4) at the conclusion of the accreditation process will
- 49 be invoiced.

51 **2.2 Initial Assessment**

- 52 2.2.1 Upon receipt by IAS of the application, applicable fees, required documentation
- 53 and the desired scope of accreditation, IAS will process the application as
- 54 follows:
- 55 2.2.1.1 A review of submitted documentation will be conducted to determine
- 56 preliminary compliance with applicable requirements. Preliminary
- 57 observations will be relayed to the applicant, including a request for any

58 additional data which may be required prior to scheduling the initial
59 assessment.

60 2.2.1.2 An (optional) onsite pre-assessment visit may be scheduled at the discretion
61 of the applicant for the purpose of determining preliminary compliance with
62 applicable requirements. IAS and assessors shall ensure that no consultancy
63 is provided during this pre-assessment exercise.

64 2.2.1.3 **Initial Assessment:** In consultation with the applicant, an initial onsite
65 assessment at the CB's office and the CB's client (witness field assessment
66 as required by relevant IAF MD documents and IAF resolutions) will be
67 scheduled to verify compliance with the accreditation requirements.

68 2.2.1.4 **Response to Assessment Report:** A written response to any Corrective
69 Action Requests (CARs) and Concerns identified during the initial
70 assessment shall be submitted to IAS within thirty (30) days of the conclusion
71 of the assessment as follows:

72 2.2.1.4.1 Corrective Action Requests (CARs) require a mandatory response on
73 actions taken by the MSCB to resolve the CARs, including objective
74 evidence substantiating the actions taken. The response must include
75 root cause analysis to support CAR closures where appropriate.
76 Resolution of CARs requiring revisions to the MSCB's management
77 and technical system must be documented and submitted to IAS.
78 Objective evidence may be in the form of revisions to procedures,
79 additional training, mentoring and monitoring given to personnel
80 accompanied by appropriate records, and/or other data.

81 2.2.1.4.2 Concerns require a mandatory written response from the MSCB within
82 30 days of submission of the assessment report. While objective
83 evidence addressing Concerns is not mandatory, the MSCB must
84 inform IAS on the action taken or intended action to be undertaken
85 with a timeline for completion. The action taken by the organization to
86 implement actions to resolve concerns will be verified at the agency's
87 next scheduled assessment or during a follow-up assessment.

88 2.2.1.4.3 If more than 30 days are needed to resolve CARs or Concerns, the
89 MSCB must request, in writing, for an extension from IAS. Requests
90 for an extension should be accompanied by a reasonable estimate on
91 when the responses will be submitted for review.

- 92 2.2.1.4.4 IAS reserves the right to conduct a follow-up assessment to determine
93 if CARs and Concerns have been satisfactorily resolved.
- 94 2.2.1.4.5 Failure to resolve all CARS and Concerns within six months from the
95 date of assessment will result in a reassessment or further action
96 against the accreditation as called for in these rules.
- 97 2.2.2 IAS will grant accreditation upon determination that based on the onsite
98 assessment and review of evidence submitted, the applicant has met all the
99 accreditation requirements as an MSCB for the disciplines and sectors noted in
100 the scope of accreditation certificate and available on the IAS website.
- 101 2.2.3 IAS may decide not to grant accreditation to the applicant for not fulfilling
102 accreditation requirements. Any applicant denied accreditation may appeal this
103 decision as per requirements noted under Section 6.2 of these rules.
- 104 2.2.4 Each initial accreditation is valid for a one-year period from the accreditation
105 date.
- 106
- 107 **2.3 Transfer of Accreditation:** Applicant MSCB, currently accredited by a signatory to the
108 International Accreditation Forum (IAF) Multilateral Recognition Arrangement, seeking
109 transfer of accreditation, in addition to fulfilling IAS accreditation requirements, must
110 provide the following:
- 111 2.3.1 A copy of the most recent accreditation certificate and scope of accreditation
112 issued by the current accreditation body. Where accreditation has been
113 withdrawn or cancelled, the reasons for such cancellation must be provided.
- 114 2.3.2 A complete copy of the previous two years' worth of office and witness audit
115 reports from your current accreditation body.
- 116 2.3.3 A copy of corrective actions for any deficiencies noted in the audit reports,
117 including acknowledgement of acceptance of the corrective actions by the
118 current accreditation body. If the applicant and the accreditation body differ on
119 the corrective actions or deficiencies, IAS will review them and make a decision
120 separately.
- 121 2.3.4 Organizational chart (if not part of the management system documentation).
- 122 2.3.5 Completed IAS ISO/IEC 17021 and specific MSCB checklists.
- 123 2.3.6 Other information as deemed pertinent by IAS.
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125 **3.0 MAINTENANCE OF ACCREDITATION**

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3.1 Renewal Application, Fees and Assessment Costs

- 3.1.1 Each renewal application must be submitted through the IAS Customer portal.
- 3.1.2 An application to renew accreditation must be filed at least 15 days prior to the expiration date if continued accreditation is desired and shall be accompanied by the applicable fee as identified in the renewal notice.
- 3.1.3 Accreditation is subject to cancellation if an application to renew accreditation is not completed by the renewal date.
- 3.1.4 **Taxes and charges:** All sales, use, excise, value-added and similar taxes and charges are the responsibility of the applicant, and the applicant agrees to reimburse IAS for any such taxes and charges imposed on IAS with respect to services provided by IAS.
- 3.1.5 All expenses, including but not limited to travel and staff time, related to the assessments are reimbursable to IAS by the MSCB.
- 3.1.6 Additional fees, if any, due to identification of any additional disciplines (refer to section 2.1.4) at the conclusion of the accreditation process will be invoiced.

3.2 Surveillance Assessment after Initial Year of Accreditation

- 3.2.1 All accredited MSCBs are subject to a surveillance assessment at the end of the initial year of accreditation. IAS will determine whether the surveillance assessment may be conducted remotely or onsite. Determination will be based on factors including: severity of CARs and Concerns from the initial assessment, changes in the management system as indicated in the renewal application, complaints received by IAS in the past year and the risk associated with the scope of accreditation.
- 3.2.2 **Onsite Surveillance Assessment**
 - 3.2.2.1 If IAS determines an onsite surveillance assessment is required, IAS staff will contact the MSCB to schedule the assessment.
 - 3.2.2.2 At minimum, the following information shall be reviewed during the onsite surveillance assessment: the MSCB's internal audit and management review reports/minutes; any complaints; actions resulting from any Concerns noted in the previous assessment report; any major changes in key personnel, client audit files, progress of witness audits completed as per IAF MD requirements, or in the MSCB's management system and the scope of accreditation with IAS.

160 3.2.2.3 Surveillance assessment process is similar to the initial assessment process
161 noted above.

162 3.2.2.4 IAS may decide not to grant accreditation to the accredited MSCB for not
163 fulfilling accreditation requirements. Any applicant denied accreditation may
164 appeal this decision as per requirements noted under Section 6 of these
165 rules.

166 3.2.2.5 For currently-accredited MSCBs, failure to respond to an IAS assessment
167 report within 90 days will result in suspension of accreditation and removal of
168 the CB's accreditation certificate from the IAS website.

169 3.2.3 Remote Surveillance Assessment

170 3.2.3.1 If IAS determines that the MSCB qualifies for a remote surveillance
171 assessment, the MSCB shall provide the following information: the CB's
172 internal audit and management review reports/minutes; any complaints;
173 actions resulting from any Concerns noted in the previous assessment report;
174 any major changes in key personnel, client audit files, progress of witness
175 audits completed as per IAF MD requirements, or in the MSCB's
176 management system and the scope of accreditation with IAS.

177 3.2.3.2 IAS will review the submittals and make a determination if the accreditation
178 can be continued or an onsite surveillance assessment is required.

179 3.2.3.3 IAS may decide not to grant accreditation to the accredited MSCB for not
180 fulfilling accreditation requirements. Any applicant denied accreditation may
181 appeal this decision as per requirements noted under Section 6 of these
182 rules.

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184 3.3 First Interim Assessment after Surveillance Assessment

185 3.3.1 Depending on the size of the scope of accreditation and number of witness
186 audits estimated for the first accreditation cycle as per IAF MD requirements,
187 accredited MSCBs may be subject to an office or witness interim assessment
188 or both 12 months after the Surveillance Assessment. IAS will determine
189 whether the first interim assessment will be conducted remotely or onsite.
190 Determination will be based on factors including: severity of CARs and
191 Concerns from the surveillance assessment, changes in the management
192 system as indicated on the renewal application, complaints received by IAS

193 during the previous year, required number of witness assessments and the risk
194 associated with the scope of accreditation.

195 **3.3.2 Onsite First Interim Assessment**

196 3.3.2.1 If IAS determines an onsite assessment is required, IAS staff will contact the
197 MSCB to schedule the assessment.

198 3.3.2.2 At a minimum, the information listed in 3.3.1 shall be reviewed during the
199 onsite assessment.

200 3.3.2.3 First interim assessment process is similar to the initial assessment process
201 noted above.

202 **3.3.3 Remote First Interim Assessment**

203 3.3.3.1 If IAS determines that the MSCB qualifies for a remote first interim
204 assessment, the first remote interim assessment process will be similar to the
205 remote surveillance assessment process noted in 3.2.3.

206 3.3.3.2 IAS will review the submittals and make a determination if the accreditation
207 can be continued or an onsite assessment is required.

208 3.3.3.3 IAS may decide not to grant accreditation to the accredited MSCB for not
209 fulfilling accreditation requirements. Any applicant denied accreditation may
210 appeal this decision as per requirements noted under Section 6 of these
211 rules.

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213 **3.4 Second Interim Assessment after First Interim Assessment**

214 3.4.1 Depending on the size of the scope of accreditation and number of witness
215 audits estimated for the first accreditation cycle as per IAF MD requirements,
216 accredited MSCBs may be subject to an office or witness interim assessment
217 or both 24 months after the Surveillance Assessment (or 12 months after the
218 First Interim Assessment). IAS will determine whether the second interim
219 assessment may be conducted remotely or onsite. Determination will be based
220 as listed in 3.3.1.

221 **3.4.2 Onsite Second Interim Assessment**

222 If IAS determines an onsite assessment is required, the second interim
223 assessment process will be similar to the first interim assessment process
224 noted in 3.3.2.

225 **3.4.3 Remote Second Interim Assessment**

226 If IAS determines that the MSCB qualifies for a remote second interim
227 assessment, the second remote interim assessment process will be similar to
228 the first interim assessment process noted in 3.3.3.

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230 3.5 IAS will grant accreditation upon determination based on surveillance or interim
231 assessment and completion of renewal application that the accredited MSCB has met
232 the accreditation requirements for the disciplines noted in the scope of accreditation
233 certificate and available on the IAS website.

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235 3.6 Onsite Reassessment

236 3.6.1 An onsite reassessment is required at the end of every four-year term
237 commencing from the date of the granting of the initial accreditation.

238 3.6.2 In consultation with the accredited MSCB, an onsite assessment will be
239 scheduled to verify compliance with the accreditation requirements.

240 3.6.3 Onsite reassessment process is similar to the initial assessment process noted
241 above.

242 3.6.4 For currently-accredited MSCBs, failure to respond to an IAS assessment
243 report within 90 days will result in suspension of accreditation and removal of
244 the MSCB's accreditation certificate from the IAS website.

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246 3.7 Scope Extension Assessments

247 3.7.1 Requests for extension of scope require submission of a formal request
248 detailing the extension (e.g., disciplines) requested.

249 3.7.2 MSCBs seeking extension of scope may be subject to an onsite scope
250 extension assessment.

251 3.7.3 In consultation with the accredited MSCB, an onsite assessment will be
252 scheduled.

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254 3.8 Extraordinary Assessments

255 3.8.1 Extraordinary onsite assessments may be conducted, including unannounced
256 assessments, to investigate formal complaints or other changes in a MSCB's
257 status that may affect the ability of the MSCB to fulfill IAS requirements for
258 accreditation.

259 3.8.2 All costs associated with the extraordinary assessment will be the responsibility
260 of the accredited MSCB.

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262 **4.0 RESPONSIBILITIES OF MSCB**

263 4.1 **Changes to MSCB's Accreditation Status:** MSCBs accredited under these rules
264 shall notify IAS in writing within thirty days concerning the following:

265 4.1.1 Change in MSCB name.

266 4.1.2 Change in MSCB ownership.

267 4.1.3 Change in MSCB address.

268 4.1.4 Changes in facilities, equipment, policies or procedures that affect the MSCB's
269 accreditation.

270 4.1.5 Changes in principal officers or key supervisory personnel.

271 4.1.6 Change in status, including but not limited to cancellation, revocation,
272 suspension or withdrawal of other accreditations maintained by the MSCB.

273 4.1.7 Changes in locations where certifications are being issued or distributed.

274

275 4.2 IAS may assess the CB or the CB's certified customers without any or with limited time
276 notice to the CB. Therefore, the CB must include in its contractual agreements with its
277 customers, their responsibility to accept and facilitate IAS assessments of their
278 management systems. Failure to accept and/or facilitate such assessments may result
279 in suspension or withdrawal of the CB's accreditation.

280

281 **4.3 MSCBs Operating Under Special Jurisdictional/Governmental Regulations**

282 4.3.1 Regulatory entities may place specific compliance requirements on MSCBs
283 operating within their jurisdiction. If an MSCB intends to seek acceptance of its
284 certifications by these entities, they must agree to comply with the additional
285 assessment requirements, including more frequent onsite assessments, as
286 applicable.

287 4.3.2 By executing the IAS application for MSCB accreditation, the MSCB agrees to
288 furnish all needed documentation, pay the required fees, perform additional
289 witness inspections, or otherwise fully comply with the requirements of the
290 regulatory entities.

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- 292 4.4 **Indemnification:** All applications for an IAS accreditation contain indemnification
293 provisions.
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- 295 4.5 **Unannounced Assessments:** The MSCB agrees to permit unannounced
296 assessments of its office and facilities by the IAS for cause (see 4.2), such as formal
297 complaints, pattern of nonconformance, regulatory requests, etc.
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- 299 4.6 **Usage of the IAS Name or Symbol by Accredited MSCBs**
- 300 4.6.1 An accredited MSCB can make reference to its IAS accreditation on its
301 website, in its general literature and promotional materials, and in business
302 solicitations, under the following provisions:
- 303 4.6.1.1 The MSCB may not reference its accredited status in any way that indicates
304 or implies accreditation in areas outside the actual scope of the specific IAS
305 accreditation; or that indicates or implies IAS endorsement of any particular
306 product, material or service certified by the body.
- 307 4.6.1.2 When the IAS name and/or the registered symbol are used, it shall be
308 accompanied by the word “ACCREDITED.” The symbol must also include the
309 name of the accredited program, e.g., “Management Systems Certification
310 Body.”
- 311 4.6.1.3 When the IAS name or the registered symbol is printed on letterhead and/or
312 other MSCB stationery, such stationery **may not** be used for work proposals
313 or quotations if none of the work is within the MSCB’s current scope of
314 accreditation with IAS.
- 315 4.6.1.4 The IAS registered symbol is to be used on IAS-endorsed certifications. The
316 IAS registered symbol may not be changed in any way, although it may be
317 enlarged or reduced.
- 318 4.6.1.5 The IAS registered symbol displayed on the MSCB’s IAS-endorsed
319 certificates must include the name of the accredited program, e.g.,
320 “Management Systems Certification Body,” provided the certificates relate to
321 disciplines that are within the MSCB’s IAS-approved scope of accreditation.
322 Whenever the IAS symbol is used on a certificate covering multiple
323 disciplines, some of which are within the MSCB’s scope of accreditation and
324 some of which are outside the scope, the MSCB must clearly identify
325 whatever portion of the disciplines are not covered by IAS accreditation.

- 326 4.6.2 It is the MSCB's responsibility to not misrepresent its accreditation status in any
327 way, and to secure IAS approval in advance whenever there is a question
328 about the MSCB's intended use of the IAS name and/or symbol.
- 329 4.6.3 Accredited certification bodies shall not issue nonaccredited certifications in
330 accredited scope fields.

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332 **5.0 RESPONSIBILITY OF INTERNATIONAL ACCREDITATION SERVICE**

333 5.1 **Accreditation Documents:** A certificate of accreditation and scope of accreditation
334 document shall be issued and maintained current for each accredited MSCB upon
335 satisfactory completion of the accreditation requirements. For each accredited MSCB,
336 the scope of accreditation shall be posted on the IAS website. Accreditation actions will
337 also be noted on the IAS website.

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339 5.2 **Fee Modifications:** Any modifications to the fees must be reviewed and approved by
340 the IAS president or his/her designee.

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342 5.3 **Proprietary Data:** Data in any accreditation file or application are considered
343 proprietary to the applicant. The data may be disclosed by IAS only upon the written
344 consent of the applicant or pursuant to subpoena issued by a court or other
345 governmental agency of competent jurisdiction. Proprietary data may also be disclosed
346 to a staff member of IAS or an authorized representative of IAS having a legitimate
347 interest therein; any duly identified representative of any MSCB, or like person or
348 organization who initially prepared the data, or a duly authorized representative thereof
349 stated to be an employee or principal thereof having a legitimate interest therein.
350 Governmental regulatory bodies may be granted access in the interest of public safety
351 or preservation of property as it relates to enforcement of laws/regulations upon receipt
352 of an official written request.

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354 5.4 **Access to Proprietary Data:** From time to time, IAS records and files are audited by
355 national and international bodies on a random basis to establish conformance with
356 international accreditation and conformity assessment standards. It is understood that,
357 by executing an accreditation application, MSCBs grant IAS the authority to allow such
358 access.

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360 5.5 **Selection of Assessment Team:** IAS will provide an opportunity to the applicant or
361 accredited MSCB to appeal against an assessor or assessment team assigned to
362 assess the MSCB. This appeal must request in writing with the reasons identified. IAS,
363 in mutual agreement with the MSCB, may arrange to assign a different assessor or
364 assessment team for the scheduled assessment.

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366 **6.0 DENIAL, REVOCATION, MODIFICATION, SUSPENSION OR CANCELLATION OF THE** 367 **ACCREDITATION, AND APPEALS**

368 6.1 Any accreditation is subject to denial, revocation, modification, suspension or
369 cancellation upon occurrence of any of the following:

370 6.1.1 Failure by the MSCB to comply with the current or updated Rules of Procedure.

371 6.1.2 Failure to comply with the current or updated Accreditation Criteria.

372 6.1.3 Failure to comply with any condition to the issuance of the accreditation.

373 6.1.4 Any misstatement, whether intentionally or unintentionally made, in the
374 application or any data or documentation submitted in support thereof.

375 6.1.5 Failure to comply with any provision contained in the application.

376 6.1.6 Failure to comply with any terms of the management system documentation on
377 which the IAS accreditation was based.

378 6.1.7 Any other grounds considered as adequate cause in the judgment of IAS.

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380 **6.2 Appeals**

381 6.2.1 The denial, revocation, modification, suspension or cancellation of accreditation
382 may only be appealed by the holder of the accreditation.

383 6.2.2 Procedures for appeals of denial, revocation, modification, suspension or
384 cancellation of accreditation shall be in accordance with the Rules of Procedure
385 for Appeals Concerning International Accreditation Service, Inc., Actions. The
386 IAS president or his/her designee, or the Board of Directors, as the case may
387 be, may shorten any of the time periods set forth in the Rules of Procedure for
388 Appeals Concerning International Accreditation Service, Inc., Actions, if such
389 action is deemed necessary, in their discretion, in the interest of public safety
390 and welfare.

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392 6.3 **With No Right To Appeal:** Notwithstanding anything in these rules to the contrary, any
393 initial application, or accreditation may be denied, revoked, modified, suspended or

394 cancelled by the IAS president or his/her designee for any of the following reasons with
395 no right of appeal:

396 6.3.1 Failure to pay required fees to IAS within thirty days from the date of the
397 mailing by IAS of written demand for payment.

398 6.3.2 Failure to furnish any material or data relating to MSCB accreditation required
399 by IAS within the specified time limit, unless extended by the IAS president or
400 his/her designee.

401 6.3.3 Failure to respond and resolve IAS Corrective Action Requests or Concerns
402 resulting from an IAS assessment report in the allotted time, unless extended
403 by the IAS president or his/her designee.

404 6.3.4 Failure to permit or submit to an assessment as set forth in Sections 2 and 3
405 and, if applicable, the special oversight requirements stipulated in Section 4.3
406 of the Rules of Procedure.

407 6.3.5 Failure to furnish information and/or submit to a remote surveillance
408 assessment as required in Section 3.2.3 of these rules within the specified time
409 limit.

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411 **6.4 Results Of Denial, Revocation, Modification, Suspension or Cancellation**

412 6.4.1 Upon the occurrence of any of the events set forth in Section 6.1 or Section
413 6.3, IAS, by the decision of its president or his/her designee, may choose any
414 of the following actions:

415 6.4.1.1 Denial of the application.

416 6.4.1.2 Revocation of the accreditation.

417 6.4.1.3 Modification of the accreditation, on such terms as determined by the IAS
418 president or his/her designee.

419 6.4.1.4 Suspension of the accreditation for such period on such terms as determined
420 by the IAS president or his/her designee.

421 6.4.1.5 Cancellation of the accreditation.

422 6.4.2 The decisions of the IAS president or his/her designee with respect to any of
423 the actions set forth in this section may become effective immediately if
424 deemed necessary, in the interest of public safety and welfare, may be stayed
425 pending an appeal pursuant to the Rules of Procedure for Appeals Concerning
426 International Accreditation Service, Inc., Actions, or may be otherwise stayed

427 on such terms and conditions as determined by the president or his/her
428 designee.

429 6.4.3 Upon revocation or cancellation of the accreditation or during any period of
430 suspension, unless this provision is specifically modified by the terms of the
431 suspension, the accredited MSCB shall discontinue all use of the IAS symbol.
432 The MSCB shall also immediately discontinue any references to IAS
433 accreditation on any reports, certificates, or promotional material.

434 6.4.4 IAS shall have the right to immediately notify governmental jurisdictions and
435 any other interested parties of any improper and unauthorized reference to the
436 continuation of the accreditation, when in the sole judgment of IAS, as
437 determined by its president or his/her designee, such notification is necessary
438 in the interest of public safety or welfare.

439 6.4.5 Upon the determination by IAS that cause exists for any of the actions specified
440 in this section, with respect to the accreditation, IAS shall deliver to the MSCB
441 a written statement, signed by the IAS president or his/her designee, setting
442 forth the factual basis for such action. This written statement shall include a
443 specific reference to the cause for the action which is set forth in the Rules of
444 Procedure. ▪