

# **Section 6: Structural Requirements** 6.1 Organizational Structure and Top Management

 document organizational structure, duties, responsibilities and authorities of management and other personnel involved in certification and any committees.

· Certification activities shall be structured and managed so as to safeguard impartiality.

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# 6.1.3

- Identify the top management (board, group of persons, or person) having over authority and responsibility for each of the following:
  - a) development of policies and establishment of processes and procedures relating to its operations;
  - b) supervision of the implementation of the policies, processes and procedures;
  - c) ensuring impartiality; d) supervision of its finances;

  - e) development of management system certification services and schemes;
  - $\boldsymbol{\mathfrak{f}}$  performance of audits and certification, and responsiveness to complaints; g) decisions on certification;
  - h) delegation of authority to committees or individuals, as required, to undertake defined activities on its behalf;
  - i) contractual arrangements;
- j) provision of adequate resources for certification activities.

# ve formal rules for the appointment, terms of reference and operation of any mmittees that are involved in the certification activities

# Section 6: Structural Requirements 6.2 Operational Control

## 6.2.1

Have a process for the effective control of certification activities delivered by branch offices, partnerships, agents, franchisees, etc., irrespective of their legal status, relationship or geographical location. See IAF MD 1 and 19 <a href="http://www.iaf.nu/articles/Mandatory\_Documents/38">http://www.iaf.nu/articles/Mandatory\_Documents/38</a>

## 6.2.2

· Have appropriate level and method of control of activities

