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1. SCOPE AND FILED OF APPLICATION

The requirements defined in this document are in full part of the Contract of Conformity Evaluation CSD 05 and of the economic offer. These requirements refer only to the aspects specifically connected to the application field of the certification required.

2. ASSESSMENT BASIC REQUIREMENTS

BS OHSAS 18001: 2007 (and following rev.) "Occupational Health and Safety Management Systems – Requirements".

The prescriptions listed in the standard BS OHSAS 18001 are to be held as binding and applicable.

The client, when submitting the request for certification to CERMET, must have already implemented and audited the correct implementation of all standard requirements.

3. BASIC REQUIREMENTS RELATED TO THE PROCESS OF SUPPLYING THE ASSESSMENT SERVICE

3.1 Premise

Cermet considers the conformity to legislation in matter of Occupational Health and Safety as an essential pre-requisite for carrying out assessment activities. The Organization representative shall submit to CERMET a proper written statement.

The certification of a single part of a process, the partial assessment of a site, i.e. assessment of some of its processes, or the assessment of processes only with reference to some areas are not allowed.

Should an organization have more sites/offices, they shall all implement and certify the Occupational Health and Safety Management System. Nevertheless, it is possible to start the certification process against a time schedule of extension of the certification to the various sites, as long as the organization commits to certify the other sites according to a schedule agreed with CERMET, which shall respect the periods indicated in table 1.

Table 1

<i>n° additional sites</i>	<i>Completion time</i>
1	6 months
3	15 months
5	24 months

The program will be proposed by the Organization requesting the certification upon its request and accepted by CERMET.

CERMET shall assess all shifts of each site where the activities to be certified are carried out.

3.2 Stage 1 Audit

Stage 1 Audit takes always place in the sites where the activities under certification are carried out. It starts with the document analysis.

The documents, which undergo the document analysis, consist of all documents that describe the occupational health and safety management system (usually the manual or equivalent documents, procedures, operating instructions, etc.) and of the Risk Assessment Document.

Documents shall contain a sufficiently detailed description of the OHSAS and shall give evidence of its connections to other management systems, when implemented, which may affect the OHSAS.

The organization shall assign to CERMET a controlled copy of its OHSAS documents and keep it available on request until the assessment contract with CERMET is valid and during audit activities.

At the end of 1st stage audit, CERMET audit team gives a copy of the audit report to the client who undersigns it.

If within 30 working days from the audit completion the client receives no communication from CERMET, the audit report can be considered automatically confirmed. Vice versa, if following an internal analysis, CERMET deems appropriate to modify the content of the report, it shall send a formal notice to the organization, providing explanations for each divergence and indication on the ensuing actions.

For any recorded minor non-conformity, the organization shall analyze the causes that generated it, and formally define the appropriate treatments and corrective actions. The evidence of the closing of minor non-conformities shall be assessed by CERMET during the ensuing audit.

In case of major non-conformities, the organization shall send to CERMET the proposal on treatments and corrective actions within 10 working days from the audit completion. Major non conformities shall be closed before the next stage.

CERMET reserves requesting the supply of the treatment and of the corrective actions plan, even for minor non-conformities, according to the type and number of non-conformities and to the overall results of the audit.

In order to obtain the certification, the organization shall:

- o adopt a risk evaluation methodology updated with the best practices and techniques available (deducible by laws or guide lines issued by the competent authorities), which shall be implemented in a methodical way, involving the highest number of people operating c/o the Organization (internal and/or external resources/suppliers);
- o demonstrate to systematically implement the risk evaluation procedure, which must consider near-misses registrations, accidents occurred and statistics (of certain and validated source) divided into geographical areas.

3.3 Certification audit (CA) or Stage 2 Audit:

Certification audit takes always place in the sites where the activities under certification are carried out. The audit covers all standard requirements and all products/services and sites subject of this contract.

Certification audit cannot be carried out in succession to 1st stage audit, nor after a maximum period of time established by CERMET on the basis of several elements, among which: regulation or legislative changing, changing of the organization, etc. Should this period be exceeded, it shall be necessary to start over again from stage 1 activities.

The first phase of the certification audit foresees the evaluation of the solution of the non conformities recorded during the previous phases. The non-resolution of major non conformities is binding for the prosecution of the certification process and does not allow the release of the certification. Minor non conformities, which remain open, are recorded as such in the activity report.

At the end of the audit, CERMET audit team gives a copy of the audit report to the client who undersigns it.

Such report is submitted to internal analysis and approval by CERMET, for the ensuing decision on whether to grant the certification or not.

In case of major non-conformities, the client shall send to CERMET the proposal on treatments and corrective actions. The application cannot be analyzed for a decision until CERMET receives the proposals on the solutions and corrective actions for major non-conformities.

In case of major non conformities, the evaluation of the relevant corrections shall be verified according to the evaluation modalities decided by CERMET (inspection audit at the client's premises and/or by means of document records). Such evaluation shall be carried out within maximum six months from the certification audit. On the contrary it shall be necessary to re-audit the whole OHSAS.

For any reported minor non-conformity, the Organization shall analyze the causes that generated them, and define in a formal way the appropriate interventions and corrective actions. The evidences of the closing of the minor non-conformities shall be evaluated by CERMET during the next audit.

CERMET reserves the right to request the sending of the treatment or of the corrective action plan also for minor non-conformities, in function of the type and number of non-conformities and of the overall results of the audit

Any request to modify the certificate content shall be sent to CERMET in writing and before the first useful audit activity.

The certificate validity is of three years from its emission or last emission.

3.4 Surveillance Audits (SA) and Renewal Audit Frequency

Surveillance audits always take place in the sites where the activities subject to certification are performed and shall be carried out, based on the structure of the Company, within and not beyond the following terms:

First three years of certificate validity

Companies with a very complex structure:

- a) 3 Surveillance Audits at a distance di 6-15-24 months from the Initial Certification Audit, followed by the renewal check after 12 months from the last audit;
- b) 3 Surveillance Audits at 6-18-30 months from the Initial Certification Audit, followed by the renewal check 6 months after the last Surveillance Audit.

Companies with an average complex structure:

The provisions of cases a) or b) apply, i.e.:

c) 3 Surveillance Audits within three years of certificate validity followed by the Renewal Check.

Companies with a low complex structure:

The provisions of cases a), b) or c) apply, i.e.:

d) 3 Surveillance Audits, of which the last coinciding with the Renewal Check, to be carried out every 12 months. This last case can be applied upon CERMET's discretion only on condition that the contract renewal agreement between CERMET and the client Organization is completed within the second surveillance.

The choice in adopting the previous options is upon CERMET's discretion in function of the characteristics of the Organization and of the results of the assessment activities.

When the first Surveillance Audit is carried out 12 months after the Certification Check, the date of the first Surveillance Audit shall not exceed 12 months from the last day of the Certification Audit.

Three-year certification validity following the first period

Should the client organization renew its contract with CERMET, the Surveillance and Renewal Audits can be scheduled, upon CERMET's discretion, every 12 months from the previous check.

3.5 Surveillance Audits

The resolution of the non conformities recorded during the former audits as well as the evaluation of the implementation and efficacy of the relevant corrective actions is carried out on occasion of surveillance audits.

After each surveillance audit, once CERMET has received and analysed the audit report, it shall confirm to the client the audit result and shall inform him about the activities which follow. In this phase CERMET may ask the client for integrations or changes which differ from what contained in the audit report handed over by the Audit Team.

If within 30 working days from the completion of the audit, the client receives no communication from CERMET, the audit report can be considered automatically confirmed. Conversely, if following an internal analysis, CERMET should believe appropriate to modify the content of the report, it shall formally inform the Organization, providing explanations for any divergence and indication of the ensuing actions.

For any reported minor non-conformity, the Organization shall analyze the causes that generated them, and define in a formal way the appropriate interventions and corrective actions. The evidences of the closing of the minor non-conformities shall be evaluated by CERMET during the next audit.

In case of major non-conformities, the Organization shall send to CERMET the proposal of interventions and corrective actions within 10 working days from the completion of the audit. By analyzing the verification report to confirm or not its contents, CERMET shall communicate to the Organization within 30 working days from the completion of the audit, the ensuing actions, which may consist in an audit at the client's premises and/or a check through documental evidence. This audit must be carried out within 6 months from the previous one (CERMET can establish a stricter schedule based on the seriousness and number of the reported non-conformities).

Upon expiry of the allowed maximum terms, if the reasons that justify the impossibility to carry out the audit do not affect the guarantee of conformity with the essential requisites, the certification can be put on hold (cf. § 4); conversely, CERMET may establish the cancellation of the contract (ref. Conformity Assessment Contract DSC 05).

According to the seriousness of the Non-Conformities detected during the Surveillance Audit, CERMET may decide to immediately withhold or cancel the certification.

CERMET reserves the right to request the sending of the treatment or of the corrective action plan also for minor non-conformities, in function of the type and number of non-conformities and of the overall results of the audit

3.6 Renewal Audit (RA)

Renewal Audit is an audit oriented to a general review of the OHSAS, including also the documental aspects and the analysis of its efficacy. Therefore the verification shall be extended to all the requirements of the standard and to all the processes/products/services and sites subject of this contract. The audit takes always place at the premises where the activities to be certified are carried out.

After the renewal audit, once CERMET has received and analysed the audit report, it shall confirm to the client the audit result and shall inform him about the activities which follow. In this phase CERMET may ask the client for integrations or changes which differ from what contained in the audit report handed over by the Audit Team.

The management of the audit results is carried out according to the same modalities described in the previous § 3.5.

In case of detection of major non-conformities, if it is not possible to verify their solution within the expiry of the certificate, CERMET will decide for the suspension of the certification (cf. § 4) or, in the most serious cases, CERMET may establish the cancellation of the contract (ref. Conformity Assessment Contract DSC 05).

The postponement of the renewal audit date beyond the expiration date of the certificate is not allowed.

After the renewal audit the triennial validity of the certificate is updated.

4. SUSPENSION OF THE CERTIFICATION

The certification may be suspended:

- upon client's request;
- upon CERMET decision, in case: the client has not respected the contract obligations, the essential requirements, the economical conditions agreed with CERMET, or in case of changing of the contractual terms carried out without CERMET approval.

Except for exceptional cases (established anyway by CERMET) A certificate may be suspended for maximum six months; otherwise the contract shall be rescinded (see Contract of Conformity Evaluation, CSD 05).

During the suspension period the client is not entitled to use the CERMET Certification Mark and is cancelled by the records of the certified companies.

The conditions for the revalidation of a suspended certification (included the necessary conformity assessment activities) shall be established by CERMET on the basis of the reasons which brought to the suspension of the certificate and on the basis of the duration of the suspension.

Should the client not implement the actions indicated by CERMET for the revalidation of the certificate, the contract shall cease its validity (see CSD 05 - Contract of Conformity Evaluation, § 10).

CERMET reserves its decision to communicate the suspension to the accreditation bodies and/or third parties which may require it, as well as to publish the information on its website.

5. USE OF THE CERTIFICATION MARK AND OF THE CONFORMITY CERTIFICATE

Organisations whose OHSAS is certified by CERMET are entitled to use CERMET certification mark in one of the two versions shown in figure 1 or 2. CERMET mark consists of a blue CYAN logo (registered Mark).

The mark in figure 2 can be used only for certification activities which undergo the control of the accreditation body. The two marks (CERMET mark and the mark of the accreditation body) shall be adjacent. Figure 2 shows an example of it.



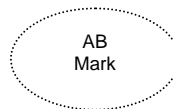
OHSAS 18001:1999

Fig. 1



OHSAS 18001:1999

Fig. 2



The certification mark:

- shall be shown together with the trade mark and/or name of the certified Organization;
- shall be shown together with the certified scheme(s) (the standard shall be quoted with the year of publication). The organization may use the CERMET mark with reference to one or more schemes at the same time, provided that the client's management system is certified by CERMET according to all the standards listed;
- shall be used in such a way as to avoid the certification from being attributed to basic requirements which differ from those subject of the assessment. For example, the OHSAS certification shall not be used so that to be mistaken for a product certification. Therefore the mark shall not be applied on products nor on their packaging;

- c) shall be used only when referring to products/services and sites for which the certification was issued;
- d) can be enlarged or reduced, but at all times ensuring that the words and numbers are legible;
- e) can be reproduced on means of transportation/handling of the products, provided that it always appears in conjunction with the logo/name of the certified Organization;
- f) calibration and test laboratories shall not reproduce it on their test certificates/reports.

In order to advertise its certification, the organization may use the wording "Organization with a OHSAS certified by CERMET according to BS OHSAS 18001:2007 " (or similar), providing that it guarantees the respect of what stated before, avoiding to give information which may create confusion or misunderstanding among its clients and final users. The a.m. wording can be reproduced also on products and on their packaging.

The mark can be used in colours - in which case the original colours of the mark must be respected – or monochrome (any colour is allowed).

These prescriptions also apply if use is made of transferable marks (e.g. stickers).

The organization shall inform the personnel who may use the mark of the prescriptions stated above.

The certificates of conformity issued can be reproduced (including in colour), provided that they entirely reproduce the original.