



GAS.MCB-05:2025

**Regulations on the Procedure for Transferring Management System
Certification Issued by GAS Accredited Bodies**

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0. FOREWORD

This document is an internal regulation of the Global Accreditation System (GAS) and defines a unified procedure for the transfer of valid management system certificates from one certification body to another, provided that both certification bodies are accredited by GAS in the relevant scope.

The purpose of this document is to:

- ensure the continuity of certification;
- prevent the duplication of certification processes;
- maintain confidence in the GAS system;
- ensure that transferred certificates remain valid and are monitored in accordance with the established procedure.

This document applies exclusively to management system certification bodies accredited by GAS and does not cover certifications issued by bodies accredited by other accreditation institutions.

1. SCOPE OF APPLICATION

This document establishes the procedure for the transfer of management system certification from one certification body to another within the scope of GAS accreditation, with the aim of ensuring the continuity of the client's certification status.

The document applies to two types of transfers:

a) Standard transfer of certification (see Section 5)

Applied at the client's initiative in cases where:

- the original certification body holds a valid GAS accreditation;
- the client voluntarily decides to change the certification body.

b) Emergency transfer of certification (see Section 6)

Applied in cases where the client's certification status is at risk due to reasons beyond the client's control, including:

- the original certification body has lost its GAS accreditation;
- the activities of the original certification body have been terminated or suspended;
- the original certification body is unable to perform surveillance or recertification within the required timeframe.

The document does not apply to:

1. Certificates that, at the time of submitting the transfer application, have been cancelled or are suspended due to the client's fault.

2. Certificates issued by certification bodies that **are not accredited by GAS** — in such cases, the client must undergo a full initial certification procedure.

2. NORMATIVE AND REFERENCE DOCUMENTS

This document shall be used in conjunction with the following international standards and internal GAS documents.

International standards:

- **ISO/IEC 17021-1:2023** Conformity assessment — Requirements for bodies providing audit and certification of management systems — Part 1: Requirements;
- **ISO/IEC 17011:2017** Conformity assessment — Requirements for accreditation bodies accrediting conformity assessment bodies;
- **ISO 9000:2015 Quality management systems — Fundamentals and vocabulary;**

If any of the above normative documents are revised or updated, their latest editions shall apply.

Internal GAS documents:

- **GAS.MCB-01:2025** — Accreditation Criteria for Management System Certification Bodies (baseline document to be used in conjunction with this standard);
- **GAS.G-02:2025** — Policy on the Use of Accreditation Marks and References to GAS Accreditation;
- **GAS.G-03:2025** — Policy on Conflict of Interest and Impartiality;
- **GAS.G-04:2025** — Procedure for Appeals and Complaints.

3. TERMS AND DEFINITIONS

3.1 General Provisions

The terms and definitions provided in GAS.MCB-01:2025 “Accreditation Criteria for Management System Certification Bodies”, as well as in ISO/IEC 17021-1 and ISO 9000, apply to this document.

This section introduces additional terms used specifically in the context of the certification transfer procedure.

3.2 Interpretation of Terms

Certification transfer — the formal process of transferring a management system certificate from one accredited certification body to another, with the purpose of maintaining the organization’s certification continuity.

Emergency transfer — a special transfer procedure applied in cases where the issuing certification body has lost accreditation or ceased operations, ensuring client protection and continuity of certification status without penalizing the organization.

Issuing Certification Body — the certification body that issued the management system certificate and from which the transfer is initiated.

Accepting Certification Body — the GAS-accredited certification body that accepts the certificate and subsequently performs surveillance and recertification activities.

Certified organization (Client) — an organization holding a valid management system certificate that initiates the transfer process to change its certification body.

Eligible certificate — a certificate that is valid, not suspended or withdrawn, covers a documented scope of activities, and is supported by verifiable audit records.

Transfer review — a review of documentation and data of the certified organization conducted by the accepting certification body to confirm the feasibility of certificate transfer without a full reassessment audit.

Transfer audit — an audit that may be conducted when documentation is insufficient, when nonconformities are suspected, or when confidence in the results of the previous certification is compromised.

4. REQUIREMENTS

This section defines the conditions under which certification may be transferred from one certification body to another, as well as the circumstances in which such transfer is mandatory or prohibited.

4.1 General Requirements

The accepting certification body shall:

- hold valid GAS accreditation within the relevant scope;
- ensure that the transfer process does not interrupt the client's certification continuity;
- apply a risk-based approach;
- conduct a transfer review of documents and audit results from the issuing certification body;
- document the decision regarding acceptance, conditional transfer, or rejection.

4.2 Certificates Eligible for Transfer

Certificates are eligible for transfer if they:

- are valid (not suspended or withdrawn);

- were issued by a certification body accredited by GAS at the time of the most recent audit, as confirmed by GAS records as of the date of the latest relevant audit/decision (surveillance or recertification);
- are supported by surveillance or recertification audit results conducted within the established timeframes;
- have a clearly documented scope of certification.

4.3 Conditions for Emergency Transfer

Emergency transfer applies in cases where:

- the issuing certification body has lost GAS accreditation;
- the issuing certification body has ceased operations or declared bankruptcy;
- the client's certification status is at risk for reasons beyond the client's control.

In such cases:

- the client has the right to initiate an emergency transfer;
- the GAS Accreditation Agency may initiate an emergency transfer to protect affected clients;
- the certification remains valid, provided that the client submits a transfer application (or confirms participation in a GAS-initiated emergency transfer procedure) within the timeframe specified in the GAS notification and cooperates with the accepting certification body.

Note: Emergency transfer is an exceptional procedure applied only in cases of a sudden loss of capability by the issuing certification body to maintain certification (e.g., loss/suspension of accreditation, termination of operations, etc.). In all other cases, the standard transfer procedure (Section 5) applies.

4.4 Certificates Not Eligible for Transfer

Transfer shall not be conducted for:

- certificates that have been withdrawn as of the date of the transfer application;
- certificates suspended due to the client's failure to meet system requirements;
- certificates issued by bodies not accredited by GAS;
- certificates whose scope does not correspond to the accreditation scope of the accepting certification body.

4.5 Client Responsibilities During Transfer

The client shall:

- provide a complete set of documentation (certificate, reports, relevant records);
- confirm the absence of suspensions or sanctions;

- submit a written statement confirming consent to the transfer and compliance with the procedures of the accepting certification body.

5. CERTIFICATION TRANSFER PROCEDURE

This procedure establishes the stages by which certification is transferred from one certification body (the issuing body) to another (the accepting body) in order to maintain the continuity of the certified organization's status.

5.1 Process Initiation (Optional)

A client organization holding a valid management system certificate may, on its own initiative, contact the GAS Accreditation Agency with an official request to:

- verify the current accreditation status of the issuing certification body;
- obtain a list of GAS-accredited certification bodies authorized to conduct certification within the declared scope (e.g., ISO 9001, ISO 14001, AQAP, etc.).

The GAS Accreditation Agency provides this information solely in the form of a reference, without intervening in commercial relations or making recommendations regarding the choice of a particular certification body.

Purpose: to ensure an informed client choice and to support the stability of the accredited system.

5.2 Submission of the Certification Transfer Application

The client shall submit to the accepting certification body:

- an official transfer application;
- a valid certificate;
- the latest audit report (surveillance or recertification);
- information on nonconformities and corrective actions taken;
- confirmation that the certificate has not been suspended or withdrawn.

In case of an emergency transfer (see Section 6), the client may apply directly to GAS or to the accepting certification body to safeguard its certification status.

5.3 Evaluation of the Application and Documentation by the Accepting Body

The accepting certification body shall analyze the information provided by the client to determine whether the certification can be transferred without a full initial audit. The evaluation shall include:

a) Verification of certificate validity:

- conformity of the certification scope;
- confirmation that the certificate is neither suspended nor withdrawn;
- verification of compliance with the applicable standard and version used for certification.

b) Review of previous audit results:

- analysis of the latest audit report;
- review of the status of nonconformities and corrective actions;
- risk assessment (industry, geographical, or product/service criticality).

c) Determination of the required audit type:

- transfer without additional audit — if the submitted evidence is sufficient and the risk is low or medium;
- conduct of a limited audit (transfer audit) — if confirmation of management system effectiveness is required;
- conduct of a full initial audit — if risks are high, documentation is incomplete, or doubts exist regarding conformity.

d) Documentation of the decision:

The accepting certification body shall prepare a written conclusion regarding the transfer feasibility and inform the client of the subsequent steps (conditions, timeframes, and assessment scope).

5.4 Conduct of Audit (if required)

A transfer audit shall be conducted only to confirm that the client's management system continues to operate effectively and meets the applicable standard requirements. It may include:

- review of key processes;
- verification of corrective actions;
- assessment of risks and changes since the last audit by the issuing body.

In the case of an emergency transfer, and with the approval of the GAS Accreditation Agency, a simplified procedure may be applied.

5.5 Decision and Certificate Issuance

After completion of the analysis or audit (if required), the accepting certification body shall:

a) Make a decision on certification transfer, which includes:

- confirmation of the client's management system validity;
- recognition of the previous certification body's results;
- determination of the start date of the certificate's validity under the accepting body's system.

b) Establish the validity period of the new certificate, which:

- shall not exceed the validity period of the previous certificate;

- may be extended only after a successful recertification audit in accordance with the accepting body's procedures.

c) Prepare and issue the certificate, indicating:

- the transfer date;
- the remaining validity period;
- the unchanged certification scope;
- a note stating that the certification was issued by transfer from another certification body.

d) Make a record in the centralized register:

The accepting certification body shall register the transferred certification in the GAS centralized database within 10 working days from the certificate issuance date to ensure its recognition and traceability.

6. EMERGENCY TRANSFER OF CERTIFICATION

6.1 Basis for Emergency Transfer

Emergency transfer applies if the issuing certification body:

- has lost GAS accreditation;
- has suspended its operations or been liquidated;
- is unable to conduct surveillance or maintain certification;
- has failed to meet GAS requirements for rectifying critical nonconformities.

6.2 Notification of Clients in Case of Loss of Accreditation by a Certification Body

In the event of suspension or withdrawal of a certification body's accreditation, the GAS Accreditation Agency shall:

- officially notify all organizations certified by this body about the loss of accreditation;
- inform them of the consequences for the validity of their certificates and the permissible period for transfer to another body;
- provide clients with the opportunity to use the emergency certification transfer procedure in accordance with section 6 of this document;
- ensure coordination of the process to avoid interruption of the client's certification status;
- provide (upon client request) consultative support regarding the selection of an accredited body in the relevant scope.

Purpose: to protect the rights of certified organizations and maintain confidence in GAS.

6.3 Purpose of Emergency Transfer

- Ensure continuity of the client's certification status.

- Prevent situations in which a certified organization loses certification through no fault of its own.
- Protect supply chains, government and defense contracts, and international commitments.

6.4 Emergency Transfer Procedure

The GAS Accreditation Agency shall:

- initiate the transfer process without requiring an application from the client;
- appoint an accredited body (accepting body) within the relevant scope;
- transfer the necessary data to it (certificate, audit results, nonconformity information).

The accepting certification body shall:

- recognize the valid certificate without interruption;
- within 90 days, conduct a system evaluation through a special (risk-based) surveillance audit;
- issue a temporary certificate until full assessment is completed (if required).

6.5 Client Rights

The organization has the right to:

- request that GAS appoint another accepting body;
- submit an appeal if it disagrees with the designated body;
- receive a transition plan and audit timeline.

6.6 Principles of Emergency Transfer

- **Continuity of certification:** the client's status cannot be suspended for reasons beyond its control.
- **Prompt response:** GAS ensures the transfer within 30 days from the date of accreditation loss by the issuing body.
- **Preservation of trust:** all actions are documented and published in the unified centralized register.

7. FINAL PROVISIONS

7.1. This document constitutes part of the regulatory framework of the Global Accreditation System (GAS) and is mandatory for all accredited management system certification bodies, as well as client organizations undertaking certification transfer.

7.2. Compliance with the requirements of this document is monitored by the GAS Accreditation Agency through the analysis of certification registers, audit reports, and surveillance results.

7.3. All decisions related to certification transfer (standard or emergency) shall be properly documented, justified, and taken in a manner that ensures continued confidence in GAS accreditation.

7.4. In cases not covered by this document, decisions shall be made by the GAS Accreditation Agency based on the principles of impartiality, risk-based approach, and protection of the rights of certified organizations.

7.5. This document is subject to revision in the following cases:

- changes to international standards ISO/IEC 17021-1, ISO/IEC 17011, or sector-specific requirements;
- emergence of new risks affecting the certification transfer process;
- adoption of new GAS policies that impact the transfer rules.

7.6. The current version of this document is published on the official GAS website (gas.international) and enters into force on the date of its approval by the GAS Accreditation Agency.