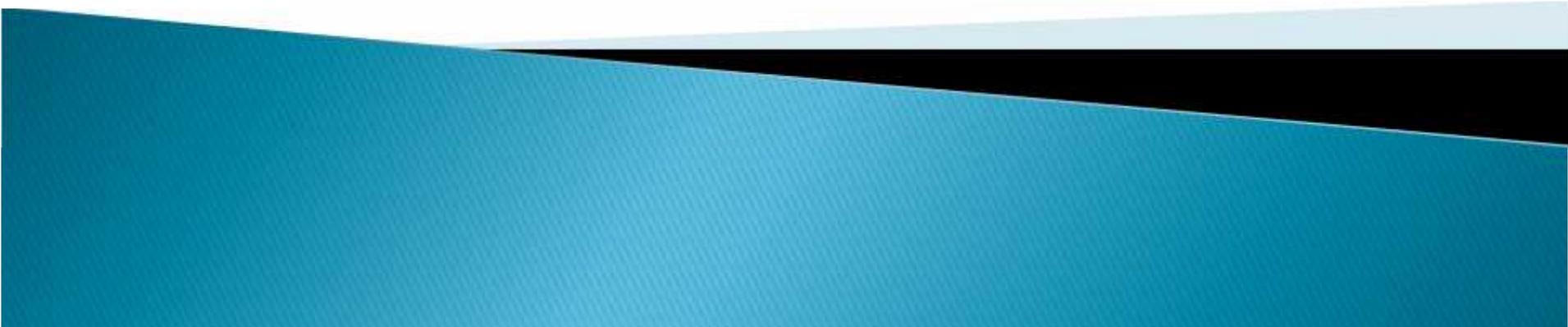


Steps to Certification

Dr.J.K.Maiyo



Steps to certification

1. Educate Top Management
2. Appoint management representative
3. Appoint project team
4. Train Middle Management
5. Undertake a gap analysis of the QMS



Steps to certification cont-1

6. Awareness training for all employees
7. Document the QMS – Define the System
8. Implement the QMS - Improve Results
9. Improve the QMS & system documentation
10. Train internal quality auditors



Steps to certification cont-2

11. Undertake internal quality audits
12. Improve the QMS & documentation
13. Undertake a management review
14. Application for certification



Steps to certification cont-3

15. Stage 1 audit

16. Certification/stage 2 audit

17. Certification/registration



The Certification Contract

- ▶ The certification contract last for three years
- ▶ During the contract period the following audit are done:
 - ▶ An initial certification audit
 - ▶ Semi annual surveillance audit
- ▶ At the end of the contract year are-certification audit is carried out and a new contract is signed.



Exercise

- ▶ What are the potential internal and external barriers

