

OFFICIAL POSITION N°5-002

Measures relating to the continuity of the Qualimat Transport system in the context of the covid-19 epidemic– specific measures for transport companies who do not have a certificate extension according to PT n ° 5-001

THEME 5	<u>Exceptional temporary measures</u>
Reference document	Regulations for recognition of third-party §3.1.

Exposed problem:

The regulation for recognition third party indicates « Transport operators must contact a certifying organization that has a collaboration agreement with Qualimat to schedule an audit within the first 3 months of their registration. ».

The situation generated by the covid-19 and the government measures taken make it **very difficult** for Qualimat Transport audits to be carried out by certification bodies for an indefinite period. In the specific case of transport companies with a certificate issued by Qualimat who must carry out an initial audit, transport companies who must carry out a preliminary audit and **transport companies having changed their certification body**, what measures have been put in place by Qualimat to allow the continuation or resumption of activity as part of Qualimat?

Position technique retenue :

- 1) In the case of transport operators with a Qualimat certificate and who must carry out an initial audit**
 - If the Qualimat certificate expires between 26/03/2020 and 30/06/2020, the current temporary certificate is extended by 1 month by Qualimat.
 - The transport company must contract a **remote documentary assessment** mission with a Certification Body having signed an agreement with Qualimat before the expiry of the current certificate. The list of authorized Certification Bodies is online at www.qualimat.org. **The modalities of the remote documentary assessment are described in PT5-003.**

- 2. In the case of transport companies requiring to carry out a preliminary audit and transport companies having changed their certification body:**
 - The transport company must contract a **remote documentary assessment** mission with a Certification Body having signed an agreement with Qualimat. The list of authorized Certification Bodies is online at www.qualimat.org. **The modalities of the remote documentary assessment are described in PT5-003.**

- 3. Follow-up given to the documentary assessment**
 - Depending on the result of the documentary assessment, the Certification Body issues a favorable or unfavorable notice and informs Qualimat.
 - In the case of favorable notice, the certification body issues a « favorable notice certificate » (according to the model in annex 1) with a validity period of 2 month. Qualimat integrates the transport company into the list of certified transport companies with a « valid » status.
 - In the case of unfavorable notice, the transport company is not integrated / is not maintained on the list of certified transport companies. It must re-engage and contract with a certification body for a preliminary on-site audit.

- The transport company must contract and scheduled an on-site audit mission before the expiry of the favorable notice certificate issued by the certification body. The contract must be performed by the same certification body that has carried out the remote documentary assessment.
- After the on-site audit, a final certificate may be issued by the certification body in compliance with the regulations for recognition of third-party applicable. The transport company may appear on the list of certified transport companies under « audited » status.
- The total duration of the certificates (favorable notice certificate + final certificate) can not exceed 12 months.

Date created : 25/03/2020

Modification date : 22/04/2020

Effective date : 25/03/2020 – 30/06/2020

ANNEX 1: MODEL OF FAVORABLE NOTICE CERTIFICATE ISSUED FOLLOWING REMOTE DOCUMENTARY ASSESSMENT

((Free area reserved for identification and logo of the certification body))

(Area with graphic charter imposed)

issue, following the remote documentary assessment, on the basis of the partial
elements assessed,
performed on ... , a duration of ... hours, a favorable notice to the integration

of the company:

For the site of:
(Company details)

.....

.....

N°SIRET :

N° intra-community VAT* :

**In the case of foreign companies*

Qualimat code:.....

In the list avec certified transport companies



This notice is valid from ... to ...

(its validity can be checked on the site www.qualimat.org)

Done on ... in....

*Name and visa of the person in charge
of the certifying body*

*Free zone : contact details and possible additional information from the certification body
(logo, delivery conditions, etc..)*