



## ➤ ISO 9001:2015 Revision

### Frequently Asked Questions

Approaching change

# Introduction

ISO 9001 is being revised with the new standard, ISO 9001:2015 due to be published in September 2015. Those businesses currently registered to ISO 9001:2008 will then have 3 years to make the transition.

Here we aim to address those initial questions that you may have as you begin your journey towards the revised standard.

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## ➤ About the Standard

### How can I get access to the ISO 9001:2015 FDIS

The FDIS is currently due for publication in July 2015. This will be freely available to view clause by clause on the Standards Draft Review system where you can also provide your feedback. A full copy of the FDIS will be available to purchase from the BSI online shop. ISO Timelines are subject to change – please check the BSI website for the latest information.

### Where can I get information about the new structure?

We have produced a short on-demand webinar as well as a whitepaper which provides an introduction to the new high level structure (Annex SL). Both can be downloaded from [www.bsigroup.com/isorevisions](http://www.bsigroup.com/isorevisions). In addition, there is lots of information available at [www.iso.org](http://www.iso.org).

### Will I be able to buy a copy of all ISO 9000 documents together?

BSI is expecting to offer all ISO 9000 documents as a package but this will be confirmed closer to publication.

### When is ISO 9000 due to be published?

ISO 9000:2015 is due to be published with ISO 9001 in 2015.

### Will ISO 9004 continue to be available?

Yes, this document continues to offer very useful information on how to apply the principles of the quality management approach to the wider issues of business management and building a sustainable business for the future.

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## ➤ The Transition process

### How soon can I start the transition process?

It may be useful to start communicating internally that a revision to ISO 9001 will be published in 2015. You may wish to look at your processes to see if they are in line with the new high level structure. However – please remember that your system must remain compliant with the requirements of ISO 9001:2008 until the new standard has been released.

### How long will ISO 9001:2008 continue to be recognized and audited to?

The current standard will be recognized and can be audited to until the end of the 3 year transition period for ISO 9001:2015 (expected September 2018). However, BSI will stop issuing new certificates to ISO 9001:2008 twelve months after the new version is published.

Please note, all organizations must transition to the new standard by the transition deadline at which point certificates for ISO 9001:2008 will no longer be valid.

### Can I upgrade in 2016 during a re-certification?

Yes – providing your system meets all of the requirements of ISO 9001:2015.

### I'm currently implementing/considering certification to ISO 9001, what should I do?

Continue as planned – you still have a full 3 years to transition to the new standard once it's published in September 2015. We would recommend familiarizing yourself with the new high level structure so that you can keep this in mind when you are building your system.

## ➤ The Transition process

### Will the transition mean additional days and additional costs?

BSI is expecting to manage the transition through the scheduled CAV's but this will be confirmed once the standard has been published. This may be different for customers that transfer to BSI once the transition period has started or for customers who do not begin the transition until the second or third year.

### What if I want to transition more quickly than my CAV's allow?

You are more than welcome to transition as soon as the 3 year transition period begins however this may require additional days and as such, you may incur additional costs.

### Will there be a cost for certificate renewal?

We are not expecting to charge for certificate renewals - this will be confirmed closer to the time.

### How do I find out how far we are through the transition process?

We will be working closely with customers and tracking their progression towards the new standard to ensure that we can develop training modules to support the process. BSI Customers should speak to your Client Manager to establish where you are in the transition process.

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## ➤ Changes to the Standard

### I've heard that PDCA is no longer a part of the new ISO standard structure, is this true?

The new standard is still built around the PDCA cycle, which is featured on page 8 of the Draft International Standard, published in May 2014. Additionally the new version is more explicit about the meaning of the process approach.

### We are certified to ISO 22000 – the quality standard for food – what can we expect to happen?

The revision process for ISO 22000 begins in September 2014 and the new standard will be brought in line with the new high level structure. More information will be available when that process begins but for now, visit [www.iso.org](http://www.iso.org) to find out more.

### We are certified to TS 16949/AS 9001 - will these be revised in line with the new version?

We are still awaiting information from the committees for these standards on their decision about revision. This means that you must ensure that your system continues to meet the requirements of the current standards until the situation is clarified.

### What will happen to the Medical Devices standard 13485?

A revision is currently being planned, however, unlike all other ISO standards it is NOT expected to follow the high level structure (Annex SL). More information is expected following the next committee meeting in September 2014.

### How can I get a summary of the changes between ISO 9001:2008 & 2015?

A comparison document will be produced once the new standard has been published.

### I am currently using ISO 31000 as a framework for risk management – as Risk is so integral to the new revised standard, will I need both?

Yes – ISO 31000 provides guidance on the adoption of risk throughout the organization, whereas ISO 9001 addresses the issues around the system which centre on customer satisfaction.

### Is the final version of the standard likely to differ significantly from the DIS??

It is very difficult to say as comments from over 90 countries have to be taken into account. However we can say with some confidence that the new high level structure, its clause numbering, and additional requirements around organizational context and leadership will be retained.

### The DIS does not contain a requirement for there to be a management representative - how will this affect the relationship with BSI and also the management of BSI visits?

BSI will still need a nominated contact for all matters related to certification and the organization of certification visits. In the majority of cases the management representative is also the system manager and therefore in practice this should have very little impact.

# » Changes to the Standard

## I have an integrated system including ISO 14001 and BS OHSAS 18001, how will the changes to ISO 9001 and these standards affect my system and transition?

The proposed changes to all three standards will make system integration much easier as there is greater alignment between the documents. However as they have different projected publication dates and transitions you will need to plan your transitions carefully to retain certification on each. Talk to your BSI client manager who will help you plan this process.

Obtaining a copy of PAS 99, which is based on the high level structure (Annex SL) may be of benefit as it contains valuable guidance on the design and structure of an Integrated Management System.

## Although it is only a Draft (DIS) what tips would BSI offer to begin early preparation?

Some activities that would make sense in preparation for the changes include:

- Review your current approach and spring clean where appropriate
- Engage with the leaders of the business as many of the proposed changes will impact on them and help them understand those issues which they must manage and those they can delegate
- Review your approach to identification, management and control of your processes
- Start to consider how you can adopt and benefit from the concept of risk and opportunity management.
- If you have certification to more than one standard, start to consider the benefits to be gained from management system integration
- Read the introduction section of the DIS as it contains some very valuable guidance on the concepts contained in the standard. These concepts are very likely to be retained in the final version in some form.

## Support from **BSI**

### How can my BSI Client Manager support me through this process?

Should you have any questions, your client manager will be updated fully with the progress of the ISO 9001 revision in the lead up to publication towards the end of 2015. Once the new standard has been released your Client Manager will be able to advise what you need to do to meet the new requirements but please note, it will be up to you to plan and implement the changes within your business. There will be lots of supporting documentation available from BSI to help you during this time.

### What training will be available?

BSI will be offering both implementation training & lead auditor transition training. We will also be offering focussed workshops on specific requirements within the standard – full details will be available at [www.bsigroup.com/training](http://www.bsigroup.com/training).

### I have questions regarding my certification now – who do I talk to?

Call BSI - our Customer Services team will be happy to answer your specific questions.

Visit our website  
to find out the latest status

[www.bsigroup.com/ISO9001Revision](http://www.bsigroup.com/ISO9001Revision)