



# Heads Up

Issue: 4

Date: 2020/04/08

To: ANAB-Accredited and Applicant VVBs and MS CBs and Accreditation Assessors

From: Lori Gillespie, Vice President, Management Systems and Validation and Verification

Re: Scheme and Program Responses to the COVID-19 Pandemic

A number of management systems certification accreditation and validation/verification accreditation scheme owners and programs have responded to the COVID-19 pandemic.

In addition, IAF has issued [IAF COVID-19 FAQs](#). IAF continues to update the FAQs and we recommend you monitor the site periodically.

Following is a summary of specific scheme and program requirements of which ANAB is currently aware, including links to referenced information, subject to potential updates. ANAB will monitor and update this information as necessary but we suggest you stay engaged with the various entities to receive current information as quickly as possible.

## Specific Scheme Requirements for Management Systems Certification Accreditation Programs

The requested information in [MS Heads Up 448](#) is still required and may be in addition to information provided to specific scheme owners.

**International Aerospace Quality Group (IAQG) Other Party Management Team (OPMT)** published a 2020/03/17 Notice following an 2020/02/20 Notice that includes AS9100, AS9110, and AS9120. The latest Notice allows 100% remote auditing and reinstatement of the certificate up to 12 months after expiry. However, there is no extension of certificates and more than 30% use of ICT requires AB approval of the CB's processes. Links to the notices are included in [MS Heads Up 449](#).

**The Foundation Food Safety System Certification 22000 (FSSC 22000)** posted [information for CBs and ABs](#) that includes a Q&A and a link to the requirement documents. As GFSI publishes and changes its position, certification program owners that are GFSI benchmarked may revise their positions.

**Information Security Management Systems including ISO/IEC 27001:** IAF COVID-19 FAQ Q6 pertains to ISO/IEC 27006. Per MS Heads Up 448, the CB must still upload the required items at the end of every month for any ICT activity over 30%.

**Telcom Quality Management System (TL 9000):** QuEST Forum issued [Alert 20-003B](#) on 2020/03/24 that requires the CB to submit a request to QuEST Forum for an extension of the organization's current certification date for certificates that expire prior to 2020/07/01. Six-month extensions will be granted on a case-by-case basis with notification to the CB and AB.

**Responsible Recycling (R2):** SERI published [Advisory 19](#) on 20 March 2020/03/20. It specifies limitations on use of ICT and timelines for the sequence of audit events with clarification for R2-specific requirements. The CB's plan to conform with Advisory 19 is to be included in the plan submitted to ANAB per [MS Heads Up 448](#).

**The Sustainable Forestry Initiative (SFI)** published [COVID-19 Guidance](#) on 2020/03/20. ANAB will contact SFI accredited CBs to monitor and potentially witness some of the options SFI has given regarding ongoing auditing and timelines.

**Responsible Care (RC14001) and Responsible Care Management System (RCMS):** ACC on 2020/03/19 issued guidance via email for the conduct of RCMS and RC14001 audits during the pandemic. RC14001 audits and certification are to align with IAF and ANAB requirements. RCMS Approval requirements vary depending on whether or not the previous ACC cycle audits have been completed. Guidance was emailed to the contact for each CB and ASP. Communication also was shared with ACC members and partners.

**e-Stewards®** issued [guidance](#) on 2020/03/25 for the conduct of e-Stewards audits and management of e-Stewards certifications during the pandemic. One key item is that the e-Stewards administrator is to be informed of any certifications granted an extension.

### **Program Requirements for Validation/Verification Accreditation Programs**

If a link is not provided below, the information was emailed directly to the accredited VVBs affected.

**Verra** issued guidance and recommends that VVBs consider (1) if a site visit is required to reach a reasonable level of assurance and, if so, (2) is it feasible to delay the site visits to a time when it would otherwise be safer to travel, recognizing that Verra expects to be flexible in granting extensions as needed to accommodate current circumstances.

**British Columbia:** The Greenhouse Gas Emission Reporting Regulation was amended on 2020/04/01 (OIC#158) to provide the director under GGIRCA discretion to:

1. Allow verification bodies the ability to conduct required site visits virtually in accordance with the directions of the director as part of the verification process;
2. Extend the deadline for submission of part or all of an emission report that is due by 2020/05/31.

The linked GGIRCA Bulletin provides verification bodies the option to conduct a verification site visit virtually in accordance with the prescribed policy. British Columbia is determining whether to extend the deadline for emission reports this year, in coordination with Environment and Climate Change Canada.

**The Climate Registry** issued guidance that in-person site visits can be substituted with online meeting platforms if the VB and client can use technology to conduct interviews and share and analyze data remotely in an acceptable format. Site visits can be postponed until a later date if the VB or the client has concerns or a reasonable level of assurance cannot be reached with a remote site visit. VBs approaching their six-year service limit with a client should contact TCR to discuss a plan for extension if verification activities must be postponed. VBs that wish to make changes to teams or their scheduled site visits must notify TCR and their clients.

**Climate Action Reserve (CAR)** issued guidance that if a programmatic deadline (e.g., project submittal, verification, monitoring report submission) cannot be met by the original deadline due specifically to reasons directly related to the ongoing COVID-19 outbreak, projects may receive up to a six-month deadline extension. This does not include extending the reporting period(s) in question. Projects seeking such an extension must submit a written request via email prior to the original deadline which must specifically detail the impact of coronavirus on the project's ability to meet the relevant deadline and the length of extension requested. Any project that is eligible to defer verification or conduct a less intensive desktop verification is strongly encouraged to use that option. This policy may be modified in the future as conditions warrant. This policy is limited to projects reporting under CAR's voluntary offset program. Projects reporting under the California Compliance Offset Program should seek guidance from the California Air Resources Board; please email all COVID-19 extension requests to [reserve@climateactionreserve.org](mailto:reserve@climateactionreserve.org).

**International Civil Aviation Organization (ICAO) Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA) MRV Program:** The Federal Aviation Administration issued

guidance on 2020/03/19 for verified emissions reporting. The due date for the reports will be moved from 2020/06/01 to 2020/07/31. VVBs seeking guidance in other regions should contact their State Focal Point.

**Nova Scotia** issued notice of temporary changes that apply to the reporting and verification of GHG emissions for the purpose of the cap-and-trade program in light of COVID-19. Nova Scotia Environment is temporarily suspending the requirement for site visits as part of the verification process defined under sections 36 and 37 of the *Quantification, Reporting, and Verification Regulations* for the purposes of the reporting required by 2020/05/01. All other requirements and operations of the Cap-and-Trade Program remain in effect. You can find the most up-to-date public health information on COVID-19 online at <http://novascotia.ca/coronavirus>.

**Quebec Ministry of Environment and Climate Change** issued guidance for mandatory verification of greenhouse gas emissions. For emitters covered by the cap-and-trade system, the verification report must be filed no later than July 31, 2020 and the site visit requirement is waived. Information is available at: [http://www.environnement.gouv.qc.ca/air/declar\\_contaminants/index-en.htm](http://www.environnement.gouv.qc.ca/air/declar_contaminants/index-en.htm).

**The Minister of Environment and Climate Change Canada (ECCC)** has posted notice of intent to amend the Output-Based Pricing System in response to COVID-19. The notice is available at: <https://www.canada.ca/en/environment-climate-change/services/climate-change/pricing-pollution-how-it-will-work/output-based-pricing-system/notice-intent-amend.html>.

The information above is for informational purposes. Depending on your ANAB scope of accreditation, please visit the relevant links or review the email received to understand the full positions and watch for additional schemes and programs to publish positions.