

March 26, 2020

Contracted Certification Body(ies)
Contracted Accreditation Body(ies)

Notice Regarding the Auditing Activities in Response to the Impact of the New
Coronavirus Infection

Japan Food Safety Management Association

We would like to express our sincere gratitude for your continued support.
Thank you for your continued support and cooperation in the activities of the Japan
Food Safety Management Association (hereinafter referred to as "JFSM").
JFSM hereby notifies you of the measures to be taken for audits and assessments
associated with the impact of the new coronavirus infection (hereinafter referred
to as "COVID-19") as follows.

Yours sincerely

Notice

1. Start of application

This document will become effective on March 26, 2020, the date of publication.

2. Extension of the validity period of certification

A contract certifier may extend certification if the following conditions are met.
However, the expiration date of the renewed certification shall be based on the
original recertification cycle.

(1) The contracted Certification Body(ies) must demonstrate that there is no other
alternative to extending certification due to the impact of COVID-19.

(2) The impact of COVID-19, which requires consideration of the extension of
certification, includes situations where travel restrictions are in effect, or where

the certified organization does not allow access to the business premises of the certified organization.

(3) The contracted Certification Body(ies) shall keep a written record of all decision-making and extension procedures for extension based on the risk assessment defined in IAF-ID3:2011 (Informative document intended to provide guidance to ABs and CABs on the appropriate course of action for the proper maintenance of accreditation and certification when extraordinary events or circumstances beyond the control of the organization happen), in case of extension of certification.

(4) The contracted Certification Body(ies) shall keep a record of any restrictions on movement to the site covered by the extension and whether the restrictions on entry to that site are continuing.

(5) The maximum allowable period of extension is 6 months.

(6) The contract Certification Body(ies) shall resume the audit as soon as the restrictions on movement or access to the business premises are lifted. The contracted Certification Body(ies) must have established a decision-making process for reopening the audit based on the risk assessment.

3. Report to JFSM

When extending the certification of a site, the contracted Certification Body(ies) shall promptly submit to JFSM a record of the subject site and the risk assessment that determined the extension.

End of document