

Japan EPD Program by SuMPO

System Certification Body Registration and Evaluation Rules

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Sustainable Management Promotion Organization

Revision history

Version	Date	Page	Details
03	April 1, 2022	-	Modifications due to changes in the program name.
02	October 1, 2019	-	Modifications due to changes in the program operator.
01	February 26, 2018	-	Document created. Newly published following integration of EcoLeaf Program and CFP Program.

These rules specify the details regarding the registration and evaluation of system certification bodies and system certification auditors that perform system certification audits in the Japan EPD Program by SuMPO (the “Program”) operated and administered by the Sustainable Management Promotion Organization (“SuMPO”).

Chapter 1. General Rules

1.1 Auditing for the Purpose of Registration

System certification bodies must register to SuMPO to conduct a system certification audit. When registering, the system certification body must undergo an audit to confirm whether they have the necessary competence.

(2) Auditors performing system certification audits must also undergo an audit to confirm whether they have the necessary competence.

1.2 Requirements for Competence of System Certification Bodies

The competences required for the system certification body are set forth in “JC-01 Requirements for Competence of Certification Bodies”.

1.3 Requirements for Competence of System Certification Auditors

The competences required for the system certification auditor are set forth in “JC-02 Requirements for Competence of System Certification Auditors”.

1.4 Criteria for Evaluation and Registration of System Certification Body

The criteria for evaluating the competence of system certification bodies and whether to approve registration are set forth in “JC-03 Criteria for Registration and Evaluation of System Certification Bodies”.

1.5 Criteria for Evaluation and Registration of System Certification Auditor

The criteria for evaluating the competence of system certification auditors and whether to approve registration are set forth in “JC-04 Criteria for Registration and Evaluation of System Certification Auditors”.

1.6 System Certification Body Registration and Evaluation Procedures

The procedures for assessing and registering system certification bodies are set forth in “JC-05 Procedures for Registration and Evaluation of System Certification Bodies”.

1.7 System Certification Auditor Registration and Evaluation Procedures

The procedures for assessing and registering system certification auditors are set forth in “JC-06 Procedures for Registration and Evaluation of System Certification Auditors”.

1.8 Period of Validity of Registration of System Certification Body

The period of validity of registration of system certification body shall be three years. However, it is valid as long as the extension procedures are carried out during the validity period. If the system certification body wishes to continue its registration at the end of the validity period, it shall apply to

SuMPO for renewal.

1.9 Surveillance

SuMPO may conduct surveillance to confirm whether the competence of the registered system certification body has been maintained.

(2) SuMPO may check the results of verifications made by the system certification body when SuMPO deems such checks necessary. Confirmation includes verifying documents related to system certification audit results, observation by the organization's review panel, and observation of audits.

Chapter 2. System Certification Body Registration

2.1 Publication of Registration

System certification bodies registered with SuMPO will be published on the Program website.

2.2 Revocation of Registration

SuMPO may revoke registration if it finds that a system certification body has violated any requirements for registration.

End of document.