



TIC Quality Control Pvt. Ltd.
TERMINATION, REDUCTION, SUSPENSION
OR WITHDRAWAL OF CERTIFICATION

1 Purpose

This procedure establishes the management requirements for the approval, maintenance, modification, reduction, suspension, withdrawal, termination, and refusal of certification.

2 Scope

This procedure is applicable to certification activities that are associated with approved schemes under TIC QC.

3 Responsibilities

- 3.1. The appointed decision-making committee members as per scheme requirements are responsible for maintenance, suspension, withdrawal, termination, and denial of certification, as well as the implementation of this policy and procedure.
- 3.2. The Product/Scheme Manager shall be responsible for collecting information and update the CEO on each case under discussion.
- 3.3. CEO shall oversee and support the appointed committee.

4 Procedure for Reducing the Scope of Certification

4.1 TIC QC reserves the right to reduce the client's scope of certification if the client has consistently and significantly failed to satisfy the certification requirements in any of the functions contained within the scope of certification.

4.2 The client's scope will be reduced by TIC QC in the event of a violation of the relevant scheme requirements/ standards.

By conducting an interview with the senior management, reviewing documents and records, or observing pertinent activities

- The auditor may recommend that the change in scope be granted if noncompliance is identified.

The decision-making committee of TIC QC is responsible for determining whether to modify the certification scope.

- TIC QC will issue a new certificate with an amended scope, preserving the certification period as specified in the previous certification document. The revision number and date will be included in the new certificate.

For a specific scheme, refer to the corresponding documents as referred to below TIC-HAL-OM-01 for Halal

5 Procedure for Suspension

5.1 TIC QC shall suspend certification in the following circumstances:

- a. The client's product has consistently or significantly failed to meet certification requirements.
- b. Wilful misrepresentation of the client's certificate or the intentional misuse of the certification marks, licence, or logo.



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- c. The client refuses to permit surveillance assessments to be conducted at the agreed-upon intervals.
- d. Failure to comply with the necessary corrective actions during the surveillance audit procedure.
- e. The client requested a voluntary suspension.
- f. Failure to pay TIC QC's fees.
- g. Noncompliance with the requirements of a certification agreement or licensing agreement.
- h. Wilfully involved in any fraud to acquire certification.

5.2 If the client fails to submit a corrective action plan shall be submitted within 30 calendar days of being informed of non-conformities identified during the audit/surveillance, certification will be suspended. This is a general timeline; it may change as per the specific scheme.

5.3 The decision for suspending certification is taken by the decision-making committee on recommendations of the technical reviewer or of TIC QC or in case of i-CAS halal to the decision-making committee.

5.4 The suspension will be in effect for a maximum of six months. The client's suspended status will be publicly disclosed and shall be communicated to scheme owners and programs. The client will refrain from utilizing the certification mark, logo, or any reference to certification in advertising materials during this period, as instructed by the TIC QC.

5.5 The information of suspension shall be notified to respective scheme owners/programmes on an immediate basis.

6 Reinstatement of Suspension

6.1 TIC QC will conduct an additional audit to confirm that the client under suspension has implemented the corrective action(s), provided that the client notifies TIC QC of this implementation. The scope of the additional audit may be limited to the issue that caused the suspension. it may change as per the specific scheme.

6.2 The suspension will be lifted by the decision making committee if the corrective action(s) are satisfactory. The client will be informed of this decision. There will be no discontinuity in the licence to use the certification mark, logo. To indicate that the suspension has been lifted, the TIC QC will implement all necessary modifications to formal certification documents, public information, authorisations for the use of marks, and so forth.



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7 Procedure for Withdrawal

The certificate will be revoked by TIC QC in the following scenarios:

- a. The client's failure to address/resolve the issues that led to the suspension within a six-month period.
- b. Serious misconduct by the client, such as unlawful activity.
- c. The consumer requested voluntary withdrawal.
- d. Wilfully involved in any fraud to acquire certification/letter of approval
- e. The client forfeits the certification status upon the withdrawal of certification in accordance with TIC QC's directions at the time of the withdrawal notice.
- f. The decision for withdrawing certification is taken by the certification committee.
- g. The information of withdrawal shall be notified to respective scheme owners/programs on an immediate basis.

8 References

- I. ISO 17065 – Conformity assessment – requirements for bodies certifying products, processes and services
- II. i-Cas halal - India Conformity Assessment Scheme (i-Cas) For Halal Meat And Meat Products For Exports



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Revision History

The following is a summary of the recent revisions to this document.

Date	Revision No.	Amended By	Description of Changes