## **Rights and obligations of certified organizations and certification bodies**

**Rights and obligations of certified organizations:**

1. Voluntary selection of certification bodies and application for initial certification and re-certification;
2. Have the right to appeal and complain;
3. Have the right to keep organizational secrets;
4. Always abide by the relevant provisions of national laws. regulations and certification;
5. Make all necessary arrangements for the implementation of the audit. including providing conditions for the audit of all documents. records. personnel. processes and areas during the initial certification. supervision. re-certification and complaint resolution;
6. When applicable. provide conditions for accepting observers (such as accredited auditors or practice auditors) present at the scene. assist the inspection of certification supervision departments. and truthfully provide relevant materials and information for inquiries and investigations on related matters;
7. Explain the qualification of approval only within the scope of approval;
8. The publicity of the certified management system or products in various media shall meet the requirements of the company. When publicizing the certification results. the reputation of the company shall not be damaged. and statements that the company considers misleading or unauthorized shall not be made;
9. When the certification is suspended or revoked. or when the certification expires and the certification is invalid. the advertising and related publicity activities involving the certification content should be stopped immediately. and all the certification documents should be returned according to the requirements of the company;
10. Management system certification can only be used to prove that its management system meets specific standards or other cited documents. and certification cannot be used to imply that its products or services have been approved by the company; Product certification can be used to prove that its certified products meet specific standards or other cited documents and are approved by the company;
11. Ensure that any part of the certification documents. marks or audit reports is not used in a misleading way;
12. After obtaining the certification. abide by the provisions of the certification company's public document "Information Notification System for Certified Organizations" and inform the certification company of relevant information in a timely manner.

**Rights and obligations of certification bodies:**

1. Abide by national laws and regulations and relevant certification regulations. and carry out certification activities within the certification business scope approved by CNCA;
2. Audit according to the contract to determine whether the organization meets the requirements of certification and registration;
3. Issuing certification certificates with accreditation marks within the recognized business scope; For certification services outside the approved business scope. issue certificates with only the certification mark of the company;
4. Do not engage in any certification consultation. nor have a cooperative relationship with any consulting organization. or reach any agreement or tacit understanding such as giving referral fees;
5. Do not give kickbacks or middleman introduction fees to applicants or their representatives in any name. so as to attract certified customers. Otherwise. it will seriously violate the accreditation requirements and directly affect the certification qualification of the company;
6. It has nothing to do with the consulting fees of any consulting organization / personnel;
7. Sign the certification contract independently. and may not negotiate with the consulting contract package or issue the general contract for certification and consulting;
8. Without justifiable reasons. the certification fee shall not be exempted in whole or in part (except for public welfare certification). Otherwise. it will seriously violate the accreditation requirements and directly affect the certification qualification of the company;
9. Control the consulting activities/projects undertaken by relevant institutions. and do not accept the certification applications of organizations consulted by them within 2 years;
10. When arranging the audit team to audit the organization. no personnel with conflict of interest/competitor relationship with the audited organization will be arranged to participate;
11. In addition to the information required to be publicized in the approved specification documents. the company and its personnel have the responsibility to keep confidential all the information related to the organization when accepting the application of the organization and during the audit process. and shall not disclose it to a third party without the written permission of the organization.
12. The company shall be responsible for the validity of the certification certificates issued. effectively track the certified organizations. and supervise the certified management system of the certified organizations to continuously meet the requirements.