# Important Information



# **GUTcert Change Service**



Tired of waiting forever for audit reports? Wishing for competent contact persons when it comes to the certification of your company? Or does your company want several certifications from a single source?

With a wide range of services, GUTcert offers companies the opportunity for bundling certifications for management systems and products. A change of certification body may also take place within the certificate period. Please see below the benefits of changing your certification body and the corresponding process.

#### Your advantages when switching to GUTcert

- Cost advantages in the context of integrated audits
- Less organizational effort for conducting the audit
- Certifications for management systems and products from a single source
- ▶ Content-related, system-wide suggestions by auditors with great industry expertise
- Clear and transparent communication via your personal contact at GUTcert from offer to certificate

### When can a certification body be changed?

A new certification cycle suggests itself for changing the certification body. A certification cycle covers three years and starts with a certification audit, followed by two annually surveillance audits. The new cycle begins after the validity date of your certificate. The recertification audit should be completed no later than one month before the expiration date of the certificate.

Ideally, you should let us know that you would like to change three to nine months in advance before the planned audit so that we may start planning together with you. A change is also possible during the annual surveillance audit.

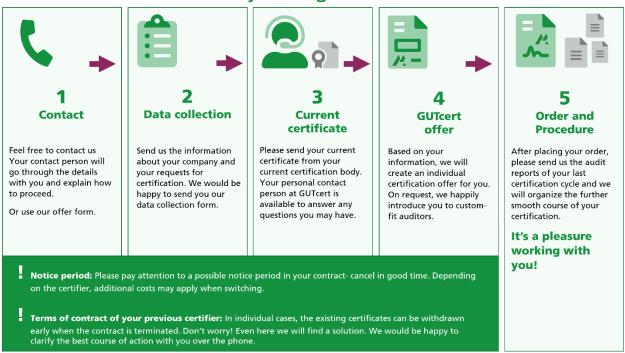
Of course, the change is also possible in combination with an initial certification in another management system.

Your previous certification has expired? In this case, we would be happy to calculate the effort for an initial certification for you.

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### Your easy change for GUTcert



#### What are the requirements for change the certification body?

The prerequisite for switching to GUTcert is a currently valid certification of your products or your management system. To create an individual offer, we need your currently valid certificate and your company data.

If you choose GUTcert as your new partner, we will also require recent external audit reports. We would be happy to explain the requirements for our services to you personally.

### For what kind of certifications applies change service??

The change service applies to all the audits we offer, such as well-known management systems according to <u>ISO 9001</u>, <u>ISO 14001</u>, <u>ISO 45001</u> and <u>ISO 50001</u> but also product and supply chain certifications.

#### Costs

We would be happy to provide you with a non-binding offer for certification free of charge, based on the internationally binding regulations according to the size of your company. Our offer contains all costs incurred for the entire certification period in clear form, including travel expenses if desired. We have no "fine print" and no additional fees.

### GUTcert service for change the certification body- next steps

Simply fill out our offer form and send it to us. Your contact person will answer further questions, concerning the process and required data for the certification by GUTcert. If you have technical questions, you are also welcome to contact us via e-mail or phone.

We also answer the most important questions on our website under change service.

