

Backdating of recertification certificates

Guidance Note

The certificate expires after three years. It is necessary to undergo the recertification process prior to the certificate's expiration date to remain CSC certified. Should the recertification not have been completed in time, there is a possibility of backdating. However, it is imperative that the following conditions are considered and adhered to:

a) Within 1 month after expiration of the preceding certificate

- direct succession date must be taken by the certification body (CB) (day after expiration of the preceding certificate)
- in the moment of recertification, the plant is being considered as certified from the date of recertification

b) Within 1 to 6 months after expiration of the preceding certificate

- CB to inform CSC helpdesk and to initiate the backdating process according to option b)
- This option requires additional verifications by the certification body and also by the CSC Helpdesk. Service fees to be paid by the client to the CSC according to the price list (currently 500€ per certificate) and are charged for the unscheduled overhead for the CSC Helpdesk.
- if CB and CSC helpdesk have confirmed the validity and the fee is paid, the CB issues the re-certificate with the direct succession date (day after expiration of the preceding certificate)
- until clarification, the plant is being considered as not certified

c) After 6 months

- a re-certification with a direct succession date is no longer possible

Additional information for non-seamless recertifications:

In the event that the recertification process does not happen seamlessly, a discrepancy will arise. As a result, the plant will no longer have the advantages of its CSC certification, and will not be recognized as CSC certified during this gap. To avoid confusion and misrepresentation, it is important to update all related materials, including documents, advertisements, and others, that have previously displayed the CSC certified label.

Example:

