



**SUSPENSION, WITHDRAWAL AND
RE-INSTATEMENT OF ACCREDITED/GLP
COMPLIANT ORGANISATIONS
(SANAS R51)**





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SUSPENSIONS OR WITHDRAWALS

Suspension or Withdrawal of accreditation can be

- voluntary or imposed by SANAS
- For the full scope of accreditation or part thereof
- Suspension periods may not exceed 3 months
- Facilities may apply to the Accreditation Manager to extend a period of suspension, with valid reasons in writing, for 1 month at a time, up to 9 months



REASONS FOR SUSPENSION



- Non-compliance with accreditation requirements
- Exceeding the corrective action time frame
- Failing to provide satisfactory evidence that non-conformances or complaints have been adequately addressed
- Non-payment of fees
- Relocation /
- Loss of all SANAS approved signatories.



REASONS FOR SUSPENSION



- Breakdown in management system
- Any reason that might compromise the accuracy & reliability of results
- Provide accreditation / certification services to an accreditation standard
- Consults with regard to implementing systems and then certifies that system as complying with the relevant standard.



REASONS FOR WITHDRAWAL



- Failure to apply for an extension of a suspension period
- Failure to adequately correct the issues which resulted in suspension of Accreditation during the suspension period
- Misuse of the Accreditation symbol or reference to accreditation
- Refer to F 147 "Terms and Conditions for Accreditation"



APPEALS



- Appeals against suspension or withdrawal can be submitted in writing to the CEO
- Investigations will be conducted in accordance with SANAS P12 "Handling of complaints and appeals"
- The suspension or withdrawal will remain valid during the investigation
- The outcome will be communicated to the appellant. i.e whether the suspension or withdrawal remains valid, or whether the decision can be changed.



HOW TO APPLY FOR SUSPENSION OR WITHDRAWAL



- Apply to the relevant Accreditation Manager in writing
- Give valid reasons and effective date
- Accreditation Manager approves the request.
- Organisation needs to address causes of suspension within 3 months



CONDITIONS FOR SUSPENSION OR WITHDRAWAL



- Cease to issue certificates and any other material displaying SANAS symbols or making reference to SANAS. (Compliance with SANAS R04)
- Withdrawals: Return all certificates and schedule of accreditation
- Organisation is responsible for any costs associated with suspension
- SANAS website will be updated with the status



**RE – INSTATEMENT OF
SUSPENDED ORGANISATIONS**



- Organisation required to submit satisfactory evidence of corrective action taken, prior to the end of the suspension period
- Loss of signatories, suspension will remain until new signatories are verified by SANAS
- When facility has paid Annual Fees in full
- Facilities may require an on-site assessment prior to re-instatement, depending on the reason for suspension



**RE – INSTATEMENT OF
ORGANISATIONS DUE TO
WITHDRAWAL**



- Organisation required to reapply for accreditation as a new applicant
- All associated fees will apply