**ACCREDITATION SCHEME FOR
MANAGEMENT SYSTEMS CERTIFICATION BODIES**

CT 25
SAC CRITERIA FOR CERTIFICATION BODIES
(COLD CHAIN MANAGEMENT SYSTEM)

1 Introduction

1.1 This document specifies the supplementary SAC criteria for Certification Bodies (CBs) certifying Cold Chain Management System (CCMS).

1.2 This document is to be used with:

a. ISO/IEC 17021-1 Conformity Assessment - Requirements for bodies providing audit and certification of management systems
b. Applicable IAF Mandatory Documents

2 Certification Criteria

2.1 CBs shall audit and certify organisations to SS 668: Part 1: 2020 Cold chain management of chilled and frozen foods – Part 1: General requirements.

2.2 The following standards shall be used as references, where applicable.

a. SS 668: Part 2: 2020Cold chain management of chilled and frozen foods – Part 2: Code of practice for meat
b. SS 668 Part 3: 2020 Cold chain management of chilled and frozen foods – Part 3: Code of practice for vegetables and fruits
c. SS 668: Part 4: 2020 Cold chain management of chilled and frozen foods – Part 4: Code of practice for fish
d. SS 668: Part 5: 2020Cold chain management of chilled and frozen foods – Part 5: Code of practice for chilled table eggs

3 Criteria for CCMS Auditors

3.1 CBs shall appoint qualified auditors to conduct CCMS audits.

3.2 Auditors shall meet the criteria as defined in **Annex A (Normative)** of this document.

3.3 If there is only one person conducting the audit, this person shall fulfil the requirements for lead auditor defined in **Annex A (Normative)** of this document.

4 Duration of CCMS Audits

4.1 Determination of audit time for CCMS audits shall be based on Annex A of IAF Mandatory Document 5 (IAF MD 5) – Determination of audit time of quality, environmental, and occupational health & safety management systems.

4.2 In determining the audit duration, a CB shall determine the effective number of personnel in an organisation. This includes full time staff and associates. Where applicable, references shall be made to IAF MD 5.

4.3 For requirements for stage 1 and stage 2 audits, CBs shall refer to clause 9.3 of ISO/IEC 17021-1.

4.4 For multi-sites audit, the size of the sample shall follow IAF Mandatory Document 1 (IAF MD 1) – Audit and certification of a management system operated by a multi-site organisation.

4.5   CB shall calculate the audit time. In all cases where adjustments are made to the audit duration provided in Annex A of IAF MD 5, sufficient evidence and records shall be maintained to justify the variation. Where applicable, references shall be made to IAF MD 5.

4.6   In order to ensure effective audits being performed and to ensure reliable and comparable results, the audit time shall not be reduced by more than 30% based on the audit time provided in Annex A of IAF MD 5.

4.7   Surveillance audit duration shall be 1/3 of initial audit duration.

4.8   Recertification audit duration shall be 2/3 of initial audit duration.

4.9   If after the calculation the result is a decimal number, the number of auditor days should be adjusted to the nearest half day (e.g. 1.3 auditor days becomes 1.5 auditor days, 1.2 auditor days becomes 1 auditor day).

5   Cold Chain Boundary

5.1   CB shall ensure that the certification scope as reflected in the certification certificate is appropriate to the types of products and services covered.

Annex A (Normative)

Criteria for CCMS Auditors

The summary of the criteria for CCMS auditors is shown in **Table A-1**.

Table A-1: Summary of Criteria for CCMS Auditors

Criteria	CCMS Auditor	CCMS Lead Auditor
Ethics & attributes	Demonstrates personal attributes for effective and efficient performance of audits	
Qualifications and Experience	An auditor who is qualified by a SAC accredited CB for Food Safety Management System (ISO/TS 22003) in the following categories would be deemed to have met the qualification and experience for CCMS auditor: a. Category C I - Processing of Perishable Animal Products b. Category C II - Processing of Perishable Plant Products c. Category C III - Processing of Perishable animal and Plant Products (Mixed Products) d. Category G I - Provision of Transport and Storage Services for Perishable Food and Feed If the auditor does not have the above qualification and experience, the auditor shall meet the below requirements: 1. Possess at least a diploma or degree preferably in food science/technology or logistic/supply chain management and 2. Minimum of 2 years full time working experience with experience in at least one of the followings: a. Cold chain logistics or supporting activities such as the transport of temperature-controlled food; b. Relevant food/hygiene and food safety programs; c. Other food products or cold chain logistics related work experience; d. Auditing experience related to temperature-controlled warehousing and storage	
Auditor Training	Successfully completed and passed the following courses: a. Recognised lead auditor course on ISO 9001 or ISO 22000; and b. Recognized cold chain management course (preferably on SS 668: Part 1)	

Criteria	CCMS Auditor	CCMS Lead Auditor
Audit Experience	Performed a minimum of 4 ISO 9001/ ISO 22000/ SS 590/ SS 444 audits as a qualified[1] Management System auditor within a 2-year period with a minimum of 10 auditor days on site. The 2-year period shall be within immediate past 2 years.	Performed a minimum of 7 ISO 9001/ ISO 22000/ SS 590/ SS 444 audits as a qualified[1] Management System auditor within a 2-year period with a. A minimum of 10 auditor days on site; and b. At least 3 of these audits shall be in the capacity as the lead auditor The 2-year period shall be within immediate past 2 years.
Maintenance of qualification (once every 3 years)	Performed a minimum of 4 CCMS[2] or ISO 9001/ ISO 22000/ SS 590/ SS 444[3] audits at the end of an immediate past 3-year cycle, with a minimum of 10 auditor days on site. At least 1 out of the 4 audits must be CCMS.	Performed a minimum of 4 CCMS[2] or ISO 9001/ ISO 22000/ SS 590/ SS 444[3] audits at the end of an immediate past 3-year cycle with: a. A minimum of 10 auditor days on site; and b. At least 2 of these audits performed shall be in the capacity as the lead auditor At least 2 out of the 4 audits must be CCMS.

---

[1] Qualification of ISO 9001/ ISO 22000/ SS 590/ SS 444 auditor can be done internally by the certification body to perform third-party QMS audit.
[2] CCMS audits include initial, surveillance or recertification audits. All audits have to include the critical processes.
[3] ISO 9001/ ISO 22000/ SS 590/ SS 444 audits include initial, surveillance or recertification audits. ISO 9001 audits have to be on scopes related either to food products or provision of warehousing, storage and supporting activities for transportation. All audits have to include the critical processes.