

IFSAC (THREE-YEAR) ACCREDITED ENTITY UPDATE COMPLIANCE PROCEDURE

PURPOSE

The purpose of this procedure is to ensure compliance with the IFSAC requirement that accredited entities which continued to certify to the previous edition of a recognized standard, have updated their programs to the most current edition of the standard per the *Criteria for Certificate Accreditation*.

APPLICATION

This policy applies to all IFSAC accredited entities.

CRITERIA FOR CERTIFICATE ACCREDITATION REQUIREMENT

Accredited entities may continue to certify to previous editions of the recognized standard for a period of three (3) to three and one half years until June 30 or December 31, whichever comes first, after the official date of approval of the newest edition. If the site visit occurs during the time that an organization is using a previously recognized standard, a recommendation for accreditation shall be contingent upon compliance with the three-year rule.

<i>New Edition Approval Date</i>	<i>Update Compliance Deadline</i>
<i>January 1 - June 30</i>	<i>+ 3 years on June 30</i>
<i>July 1 - December 31</i>	<i>+ 3 years on December 31</i>

[\(See item 10 under Certification Program Administration, General Administration\)](#)

PROCEDURE

1. IFSAC Administration will provide an updated table listing the NFPA standards and appropriate dates on the IFSAC website.
2. Entities are responsible for tracking their programs and updating them to meet the three-year requirement.
3. The entity will send a letter to Administration stating that they have upgraded the affected program(s) to the required edition(s) of the standard(s).
4. An entity not in compliance with the three-year requirement will cease to issue IFSAC seals for any levels that do not meet the three-year requirement until such time as the program is updated and Administration is sent a letter to this fact.
5. The site visit team will review the levels during the next scheduled visit.