

## **IFSAC THREE-YEAR COMPLIANCE PROCEDURE**

### **PURPOSE**

The purpose of this procedure is to ensure compliance with the IFSAC requirement that accredited entities which have continued to certify to the recognized standard (including alternative standards) for a period of three (3) years from the official date of adoption of the particular NFPA standard have updated their programs to the most current standard.

### **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 (including alternative standards) for a period of three (3) calendar years from the official date of adoption of the newest version. 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.*

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

### **PROCEDURE**

1. IFSAC Administration will provide an updated table listing the NFPA standards and their appropriate dates on the IFSAC website and in the Certificate Assembly *IFSAC Handbook*.
2. Entities are responsible for tracking their programs and updating them to meet the 3-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 3-year requirement will cease to issue IFSAC seals for any levels that do not meet the 3-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.