



Rules for the Certification of Business Continuity Management Systems

Effective from 14/11/2016

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Technical Rules



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CHAPTER 1 GENERAL

1.1

These Rules define the additional and/or substitutive procedures applied by RINA for the certification of Business Continuity Management Systems in relation to what is already defined in the General Rules for the certification of Management Systems.

The paragraphs of these Rules refer to (and maintain the same numbering of) the corresponding paragraphs of the General Rules for the Certification of Management Systems for which changes and/or additions have been made.

1.2

RINA issues certification in accordance with the requirements of the ISO/IEC 17021:2011 Standard to Organizations whose Management System has been recognized as fully conforming to all the requirements of the ISO 22301: 2012 standard.

CHAPTER 2 REFERENCE STANDARD / CERTIFICATION REQUIREMENTS

2.2

To obtain the certification of its Management System, an Organization must have:

2.2.1 implemented a Management System and kept it fully operating totally in compliance with the requirements of the reference standard or normative document. In addition to the provisions of the General Rules for the certification of Management Systems, a Management System is deemed to be fully operating when:

- the risk assessment and business impact analysis have been carried out,
- any actions have been taken for training the Human Resources and the consequent exercising with reference to the coverage of the disrupting scenarios identified in the "business impact analysis".

CHAPTER 3 INITIAL CERTIFICATION

3.4

Together with or following the certification request, the Organization is to make the following documents available to RINA:

- the list and evidences of the authorizations relevant to the Business Continuity Management System.

3.5

In addition to what defined in the General Rules for the Certification of Management Systems the Stage 1 audit must be entirely performed at the Organization's site.

CHAPTER 6 CARRYING OUT AUDITS

6.2.1 – Stage 1

In addition to what defined in the General Rules for the Certification of Management Systems the Stage 1 audit must be entirely performed at the Organization's site.

CHAPTER 9 SPECIAL REQUIREMENTS FOR MULTISITE ORGANIZATIONS

9.1

In addition to what defined in the general Rules for the Certification of Management Systems the following activities must be managed by the central function of the Organization:

- the risk analysis and the business impact analysis,
- actions for the training of Human Resources and the consequent exercising with reference to the coverage of the disrupting scenarios identified in the "business impact analysis".

CHAPTER 11 SUSPENSION, REINSTATEMENT AND REVOCATION OF CERTIFICATES

11.1

The validity of the Conformity Certificate is suspended in accordance with the provision of the "GENERAL TERMS AND CONDITIONS FOR THE CERTIFICATION OF SYSTEMS, PRODUCTS AND PERSONNEL", with the GENERAL RULES FOR THE CERTIFICATION OF MANAGEMENT SYSTEMS and also in the following specific case:

- if the Organization does not enable the access to specific processes covered by certification;

Publication: RC/C 84
English Edition

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