Standards Council of Canada
Conseil canadien des normes

Attachment C1: QMSAP, EMSAP and/or OHSMSAP - CAN-P-16/1517/1519 CROSS-REFERENCE MATRIX

NOTE 1: Unless otherwise specified within this document, the latest edition(s) of referenced requirements and normative standards (i.e. ISO/IEC, CAN-P, IAF), shall apply

NOTE 2: New requirements and/or changes to ISO/IEC 17021:2011 are identified with an asterix (*)

This matrix is to be used for applicants or scope extensions to the following 3 programs:

a) QMSAP = Q in table below. Please specify if documentation attached is specific to the QMSAP, if applicable.
b) EMSAP = E in table below. Please specify if documentation attached is specific to the EMSAP, if applicable.
c) OHSMSAP = O in table below. Please specify if documentation attached is specific to the OHSMSAP, if applicable.

Please include the CB reference number and attach the applicable quality management system documentation (quality manual and its associated procedures).

ISO/IEC 17021 (CAN-P-16)/IAF MDs/ CAN-P-1517/1519 [1)]		DOCUMENTATION			REMARKS
Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
ISO/IEC 17021					
1. Scope					
2. Normative references					
3. Terms and definitions					
4. Principles	n/a				
5. General requirements					
5.1 Legal and contractual matters					

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ISO/IEC 17021 (CAN-P-16)/IAF MDs/ CAN-P-1517/1519 [1)]		DOCUMENTATION			REMARKS
Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
5.1.1 Legal responsibility	5.1.1				
5.1.2 Certification agreement	5.1.2				
5.1.3 Responsibility for certification decisions	5.1.3				
5.2 Management of impartiality					
	5.2.1				
	5.2.2				
	5.2.3				
	5.2.4				
	5.2.5				
	5.2.6				
	5.2.7				
	5.2.8				
	5.2.9				
	5.2.10				
	5.2.11				
	5.2.12				
	5.2.13				
5.3 Liability and financing					
	5.3.1				
	5.3.2				
6. Structural requirements					
6.1 Organizational structure and top management					
	6.1.1				
	6.1.2				

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ISO/IEC 17021 (CAN-P-16)/IAF MDs/ CAN-P-1517/1519 [1)]		DOCUMENTATION			REMARKS
Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	i)				
	6.1.3				
6.2 Committee for safeguarding impartiality					
	6.2.1				
	a)				
	b)				
	c)				
	d)				
	6.2.2				
	a)				
	b)				
	c)				
	6.2.3				
7. Resource requirements					
7.1 Competence of management and personnel					

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
7.1.1 General conditions	7.1.1				
7.1.2 Determination of competence criteria	7.1.2*				
7.1.3 Evaluation process	7.1.3*				
7.1.4 Other considerations					
	7.1.4.1				
	7.1.4.2				
7.2 Personnel involved in the certification activities					
	7.2.1				
	7.2.2				
	7.2.3				
	7.2.4*				
	7.2.5				
	7.2.6				
	7.2.7				
	7.2.8				
	7.2.9				
	7.2.10				
	7.2.11				
	7.2.12				
7.3 Use of individual external auditors and external technical experts	7.3				
7.4 Personnel records	7.4				
7.5 Outsourcing					

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ISO/IEC 17021 (CAN-P-16)/IAF MDs/ CAN-P-1517/1519 [1)]		DOCUMENTATION			REMARKS
Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	7.5.1				
	7.5.2				
	7.5.3				
	a)				
	b)				
	c)				
	7.5.4				
8. Information requirements					
8.1 Publicly accessible information					
	8.1.1				
	8.1.2				
	8.1.3				
	8.1.4				
8.2 Certification documents					
	8.2.1				
	8.2.2				
	8.2.3				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				

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ISO/IEC 17021 (CAN-P-16)/IAF MDs/ CAN-P-1517/1519 [1)]		DOCUMENTATION			REMARKS
Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	i)				
8.3 Directory of certified clients	8.3				
8.4 Reference to certification and use of marks					
	8.4.1				
	8.4.2				
	8.4.3				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	8.4.4				
8.5 Confidentiality					
	8.5.1				
	8.5.2				
	8.5.3				
	8.5.4				
	8.5.5				
	8.5.6				
	8.5.7				
8.6 Information exchange between a certification body and					

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
its clients					
8.6.1 Information on the certification activity and requirements	8.6.1				
	a)				
	b)				
	c)				
	d) – 1)				
	d) – 2)				
	d) – 3)				
	e)				
	f)				
8.6.2 Notice of changes by a certification body	8.6.2				
8.6.3 Notice of changes by a client	8.6.3				
	a)				
	b)				
	c)				
	d)				
	e)				
9. Process requirements					
9.1 General requirements					
9.1.1 Audit programme					
	9.1.1.1*				
	9.1.1.2*				
	9.1.1.3*				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
9.1.2 Audit plan					
9.1.2.1 General	9.1.2.1*				
9.1.2.2 Determining audit objectives, scope and criteria					
	9.1.2.2.1*				
	9.1.2.2.2*				
	a)				
	b)				
	c)				
	d)				
	9.1.2.2.3*				
	9.1.2.2.4*				
9.1.2.3 Preparing the audit plan	9.1.2.3*				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
9.1.3 Audit team selection and assignments					
	9.1.3.1*				
	9.1.3.2*				
	a)				
	b)				
	c)				
	d)				

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	e)				
	f)				
	9.1.3.3*				
	9.1.3.4*				
	9.1.3.5*				
9.1.4 Determining audit time					
	9.1.4.1*				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	9.1.4.2*				
9.1.5 Multi-site sampling	9.1.5*				
9.1.6 Communication of audit team tasks	9.1.6*				
	a)				
	b)				
	c)				
	d)				
9.1.7 Communication concerning audit team members	9.1.7*				
9.1.8 Communication of audit plan	9.1.8*				

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9.1.9 Conducting on-site audits					
9.1.9.1 General	9.1.9.1*				
9.1.9.2 Conducting the opening meeting	9.1.9.2*				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	i)				
	j)				
	k)				
	l)				
	m)				
	n)				
	o)				
	p)				
9.1.9.3 Communication during the audit					
	9.1.9.3.1*				
	9.1.9.3.2*				
	9.1.9.3.3*				
9.1.9.4 Observers and guides					
9.1.9.4.1 Observers	9.1.9.4.1*				
9.1.9.4.2 Guides	9.1.9.4.2*				

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	a)				
	b)				
	c)				
	d)				
	e)				
9.1.9.5 Collecting and verifying information					
	9.1.9.5.1*				
	9.1.9.5.2*				
	a)				
	b)				
	c)				
9.1.9.6 Identifying and recording audit findings					
	9.1.9.6.1*				
	9.1.9.6.2*				
	9.1.9.6.3*				
	9.1.9.6.4*				
9.1.9.7 Preparing audit conclusions	9.1.9.7*				
	a)				
	b)				
	c)				
	d)				
9.1.9.8 Conducting the closing meeting					
	9.1.9.8.1*				
	9.1.9.8.2*				
	a)				

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	b)				
	c)				
	d)				
	e)				
	f)				
	9.1.9.8.3*				
9.1.10 Audit report					
	9.1.10.1*				
	9.1.10.2*				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	i)				
	j)				
9.1.11 Cause analysis of nonconformities	9.1.11*				
9.1.12 Effectiveness of corrections and corrective actions	9.1.12*				
9.1.13 Additional audits	9.1.13*				
9.1.14 Certification decision	9.1.14*				
9.1.15 Actions prior to making a decision	9.1.15*				
	a)				
	b) – 1)				

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	b) – 2)				
	c)				
9.2 Initial audit and certification					
9.2.1 Application	9.2.1				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
9.2.2 Application review					
	9.2.2.1				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	9.2.2.2*				
	9.2.2.3				
	9.2.2.4				
	9.2.2.5				
9.2.3 Initial certification audit	9.2.3				
9.2.3.1 Stage 1 audit					
	9.2.3.1.1				
	a)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	9.2.3.1.2				
	9.2.3.1.3				
9.2.3.2 Stage 2 audit	9.2.3.2				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
9.2.4 Initial certification audit conclusions	9.2.4				
9.2.5 Information for granting initial certification					
	9.2.5.1				
	a)				
	b)				
	c)				
	d)				
	9.2.5.2				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
9.3 Surveillance activities					
9.3.1 General					
	9.3.1.1				
	9.3.1.2				
	a)				
	b)				
	c)				
	d)				
9.3.2 Surveillance audit					
	9.3.2.1				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	9.3.2.2				
9.3.3 Maintaining certification	9.3.3				
	a)				
	b)				
9.4 Recertification					
9.4.1 Recertification audit planning					
	9.4.1.1				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	9.4.1.2				
	9.4.1.3				
	9.4.1.4				
9.4.2 Recertification audit					
	9.4.2.1				
	a)				
	b)				
	c)				
	9.4.2.2				
9.4.3 Information for granting recertification	9.4.3				
9.5 Special audits					
9.5.1 Extensions to scope	9.5.1				
9.5.2 Short-notice audits	9.5.2				
	a)				
	b)				
9.6 Suspending, withdrawing or reducing the scope of certification					
	9.6.1				
	9.6.2				
	9.6.3				
	9.6.4				
	9.6.5				
	9.6.6				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	9.6.7				
9.7 Appeals					
	9.7.1				
	9.7.2				
	9.7.3				
	9.7.4				
	9.7.5				
	a)				
	b)				
	c)				
	9.7.6				
	9.7.7				
	9.7.8				
9.8 Complaints					
	9.8.1				
	9.8.2				
	9.8.3				
	9.8.4				
	9.8.5				
	a)				
	b)				
	c)				
	9.8.6				
	9.8.7				
	9.8.8				
	9.8.9				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	9.8.10				
9.9 Records of applicants and clients					
	9.9.1				
	9.9.2				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
	i)				
	j)				
	9.9.3				
	9.9.4				
10. Management system requirements for certification bodies					
10.1 Options	10.1				
	a)				
	b)				
10.2 Option 1: Management system requirements in accordance with ISO 9001	Please also complete Annex 1 (see below), if this option is				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	chosen				
10.2.1 General	10.2.1				
10.2.2 Scope	10.2.2				
10.2.3 Customer focus	10.2.3				
10.2.4 Management review	10.2.4				
10.3 Option 2: General management system requirements					
10.3.1 General	10.3.1				
	a)				
	b)				
10.3.2 Management system manual	10.3.2				
10.3.3 Control of documents	10.3.3				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
10.3.4 Control of records	10.3.4				
10.3.5 Management review					
10.3.5.1 General	10.3.5.1				
10.3.5.2 Review inputs	10.3.5.2				
	a)				
	b)				

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	c)				
	d)				
	e)				
	f)				
	g)				
	h)				
10.3.5.3 Review outputs	10.3.5.3				
	a)				
	b)				
	c)				
10.3.6 Internal audits					
	10.3.6.1				
	10.3.6.2				
	10.3.6.3				
	10.3.6.4				
	a)				
	b)				
	c)				
	d)				
	e)				
10.3.7 Corrective actions	10.3.7				
	a)				
	b)				
	c)				
	d)				
	e)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	f)				
	g)				
10.3.8 Preventive actions	10.3.8				
	a)				
	b)				
	c)				
	d)				
	e)				
Option 1 - Annex 1 (normative): ISO 9001					
4. Quality management system					
4.1 General requirements	4.1				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
4.2 Documentation requirements					
4.2.1 General	4.2.1				
	a)				
	b)				
	c)				
	d)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
4.2.2 Quality manual	4.2.2				
	a)				
	b)				
	c)				
4.2.3 Control of documents	4.2.3				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
4.2.4 Control of records	4.2.4				
5. Management responsibility					
5.1 Management commitment	5.1				
	a)				
	b)				
	c)				
	d)				
	e)				
5.2 Customer focus	5.2				
5.3 Quality policy	5.3				
	a)				

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	b)				
	c)				
	d)				
	e)				
5.4 Planning					
5.4.1 Quality objectives	5.4.1				
5.4.2 Quality management system planning	5.4.2				
	a)				
	b)				
5.5 Responsibility, authority and communication					
5.5.1 Responsibility and authority	5.5.1				
5.5.2 Management representative	5.5.2				
	a)				
	b)				
	c)				
5.5.3 Internal communication	5.5.3				
5.6 Management review					
5.6.1 General	5.6.1				
5.6.2 Review input	5.6.2				
	a)				

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	b)				
	c)				
	d)				
	e)				
	f)				
	g)				
5.6.3 Review output	5.6.3				
	a)				
	b)				
	c)				
6. Resource management					
6.1 Provision of resources	6.1				
	a)				
	b)				
6.2 Human resources					
6.2.1 General	6.2.1				
6.2.2 Competence, training and awareness	6.2.2				
	a)				
	b)				
	c)				
	d)				
	e)				

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6.3 Infrastructure	6.3				
	a)				
	b)				
	c)				
6.4 Work environment	6.4				
7. Product realization					
7.1 Planning of product realization	7.1				
	a)				
	b)				
	c)				
	d)				
7.2 Customer-related processes					
7.2.1 Determination of requirements related to the product)	7.2.1				
	a)				
	b)				
	c)				
	d)				
7.2.2 Review of requirements related to the product	7.2.2				
	a)				
	b)				
	c)				

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ISO/IEC 17021 (CAN-P-16)/IAF MDs/ CAN-P-1517/1519 [1)]		DOCUMENTATION			REMARKS
Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
7.2.3 Customer communication	7.2.3				
	a)				
	b)				
	c)				
7.3 Design and development					
7.3.1 Design and development planning	7.3.1				
	a)				
	b)				
	c)				
7.3.2 Design and development inputs	7.3.2				
	a)				
	b)				
	c)				
	d)				
7.3.3 Design and development outputs	7.3.3				
	a)				
	b)				
	c)				
	d)				
7.3.4 Design and development review	7.3.4				
	a)				
	b)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
7.3.5 Design and development verification	7.3.5				
7.3.6 Design and development validation	7.3.6				
7.3.7 Control of design and development changes	7.3.7				
7.4 Purchasing					
7.4.1 Purchasing process	7.4.1				
7.4.2 Purchasing information	7.4.2				
	a)				
	b)				
	c)				
7.4.3 Verification of purchased product	7.4.3				
7.5 Production and service provision					
7.5.1 Control of production and service provision	7.5.1				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
7.5.2 Validation of processes for production and service provision	7.5.2				
	a)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	b)				
	c)				
	d)				
	e)				
7.5.3 Identification and traceability	7.5.3				
7.5.4 Customer property	7.5.4				
7.5.5 Preservation of product	7.5.5				
7.6 Control of monitoring and measuring equipment	7.6				
	a)				
	b)				
	c)				
	d)				
	e)				
8. Measurement, analysis and improvement					
8.1 General	8.1				
	a)				
	b)				
	c)				
8.2 Monitoring and measurement					
8.2.1 Customer satisfaction	8.2.1				
8.2.2 Internal audit	8.2.2				
	a)				
	b)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
8.2.3 Monitoring and measurement of processes	8.2.3				
8.2.4 Monitoring and measurement of product	8.2.4				
8.3 Control of nonconforming product	8.3				
	a)				
	b)				
	c)				
	d)				
8.4 Analysis of data	8.4				
	a)				
	b)				
	c)				
	d)				
8.5 Improvement					
8.5.1 Continual improvement	8.5.1				
8.5.2 Corrective action	8.5.2				
	a)				
	b)				
	c)				
	d)				
	e)				
	f)				
8.5.3 Preventive action	8.5.3				
	a)				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
	b)				
	c)				
	d)				
	e)				
IAF MDs Requirements					
IAF MD 1 - Certification of Multi Site based on sampling	IAF MD1				
IAF MD 2 - Transfer of Accredited Certification of Management Systems					
2.1 Accreditation	2.1				
2.2 Pre-Transfer Review	2.2				
2.3 Certification	2.3				
IAF MD 3 - Advanced Surveillance and Recertification Procedures					
1.1 Pre-Requisite	1.1				
1.2 Accreditation Scope	1.2				
1.3 Eligibility and Design Input Criteria	1.3				
1.4 Design Output	1.4				
1.5 Certificates	1.5				
IAF MD 4 - Computer Assisted Auditing Techniques (CAAT)					
1.1 Confidentiality	1.1				

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
1.2 Process Requirements	1.2				
IAF MD 5 - Duration of QMS and EMS audits					
2.1 Audit Duration	2.1				
2.2 Auditor Day	2.2				
2.3 Effective number of Personnel	2.3				
CAN-P 1517 (MSAP Handbook Elements)					
4. Accreditation Process					
4.5 Witness Audits	4.5				
4.5.8 Enforceable agreements with organizations holding certification/registration under SCC accreditation	4.5.8				
8. Voluntary Withdrawals					
8.2 Responsibility of CBs to certified client	8.2				
8.3 Remedies in accordance with accreditation requirements	8.3				
8.4 Discontinue use of advertising materials and return of accreditation documents	8.4				
8.5 Payment of unpaid fees	8.5				
9. Publicity Guidelines Prevent misunderstanding about the significance of					

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific)
accreditation					
9.1 Restrictions					
9.1.1 CB's compliance with specified publicity requirements	9.1.1				
9.1.2 Advertising/promotional material available upon request	9.1.2				
9.1.3 Publicity guidelines	9.1.3				
9.1.4 No misleading information	9.1.4				
9.1.5 MSAP Accreditation Mark	9.1.5				

OHSMSAP – Additional Requirements (only to be completed if applying to this accreditation program)

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Criteria	Requirement	Manual	Procedure	Other documents	Note: Please indicate if procedure is applicable to all programs and/or (QMSAP, EMSAP or OHSMSAP specific
CAN-P-1519					
2.1.2 Auditor time allocation	2.1.2				
2.1.4 Personnel involved in the certification activities	2.1.4				
2.1.5 Assessment report	2.1.5				

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