

HKQAA Integrated Management System Certificate of Achievement

Objective

The release of the ISO 9001:2000 standard has revolutionized the implementation of a modern management system. As the adoption of ISO 9001, ISO 14001 and OHSAS 18001 is increasingly gaining popularity, establishing an integrated management system (IMS) that can address and manage the organization/company's essential core businesses and operations effectively and efficiently has been regarded as a sensible corporate management strategy.

Issued Free of Charge to qualified HKQAA certified clients, the HKQAA Integrated Management System Certificate of Achievement recognizes organization/company's outstanding achievement in the successful implementation of an Integrated Management System that meets the specified criteria as stated below.

Criteria For IMS Certificate Issuance

The following are the minimum requirements for the issuance of an IMS certificate.

- (1) Certification standards of the IMS
 - (1a) Having ISO 9001 QMS as the prerequisite requirement and incorporating at least one other management system standard namely ISO14001 or OHSAS 18001.
(Integration of HACCP and ISO 9001, TL9000 and ISO 9001 or QS-9000 and ISO 9001 are considered as one standard under dedicated QMS schemes)
 - (1b) Managing key aspects of the business/operation nature
 - **Quality** - business/operation must implement ISO 9001 as the fundamental framework for their integrated management system(s).
 - **Environment** – Organization/company must implement ISO 14001 if they have aspects that affect air, water, noise, land and resource consumption.
 - **Health & Safety** – Organization/company must implement OHSAS 18001 if they fall within the regulatory requirements of F&IU(SM)R.
- (2) Organization/company must have mutually compatible policy statement(s).
- (3) The constituent management systems must have the same core scope of certification. Should there be varying scopes of certification among the constituent management systems, the IMS certificate will adopt the smallest common scope.
- (4) Organization/company must have an IMS representative responsible to oversee all constituent management systems.

(5) The following system elements under the constituent management systems must be integrated:

(5a) Management Review	(5f) Purchasing
(5b) Internal audit	(5g) Resource management
(5c) Corrective and preventive action	(5h) Continual improvement
(5d) Training	(5i) Document control
(5e) Communication	(5j) Records Control

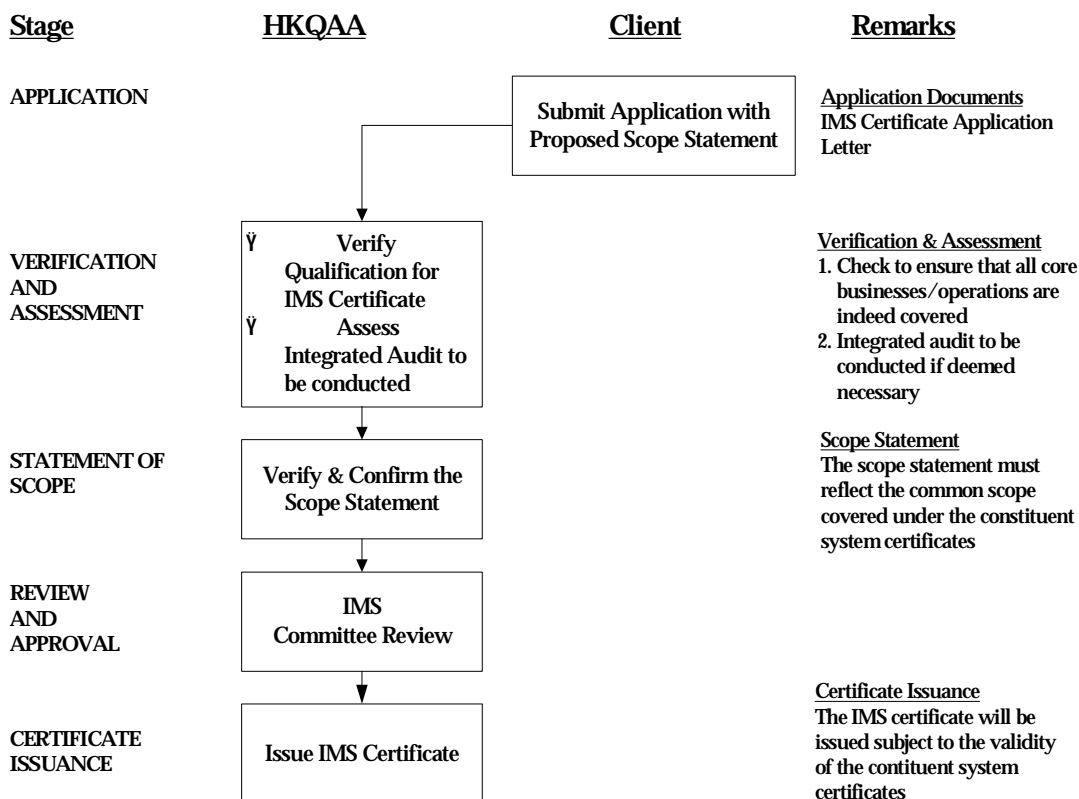
(6) The IMS must have been implemented for at least 3 months.

(7) The integrated internal audit must be operational and can be shown to be effective.

(8) Top management must have carried out at least one integrated management review cycle.

(9) Validity of the IMS certificate shall be subject to satisfactory maintenance of the constituent management system certificates.

Application Process



A sample IMS Certificate application letter is provided for reference. For further queries, please contact HKQAA Operations Branch via Tel: (852) 2202-9388 or Email: hkqaa.mkt@hkqaa.org.

HKQAA IMS CERTIFICATE
SAMPLE APPLICATION LETTER

(TO BE TYPED ON LETTER HEAD)

[Date]

The Executive Director
Hong Kong Quality Assurance Agency
19/F K.Wah Centre
191 Java Road
North Point
Hong Kong

Dear Sir,

Re: Application for HKQAA Integrated Management System (IMS) Certificate

We, <(1) holder of certificates *CC# (please indicate)*> <(2) *application client under transaction # (please indicate)*> <(3) holder of certificate(s) *CC# (please indicate)* and *application client under transaction # (please indicate)*>, hereby apply for the HKQAA Integrated Management System (IMS) Certificate with the proposed scope statement as follows, subject to the acceptance of HKQAA:

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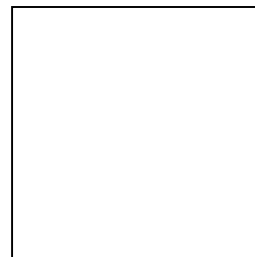
We declare and confirm our understanding and acceptance of the HKQAA Integrated Management System (IMS) Certificate issuance criteria.

We understand that the IMS certificate issued will remain valid subject to satisfactory maintenance of the constituent management system certificates to be monitored by HKQAA.

We acknowledge that the certificate will remain the property of HKQAA and that we will return the Certificate upon HKQAA's request.

Yours sincerely,

[Authorized Signature]
[Name]
[Title]



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