



Atlas Certification Pty Ltd
L3, 97 Pirie Street
Adelaide SA 5000
www.atlascertification.com.au
ABN: 33 621 487 447

ATLAS Certification

Policy Statement –INTEGRITY & IMPARTIALITY–

As a provider of independent Certifications, in which many stakeholders place their trust and confidence, Impartiality and Integrity of our services are paramount and under no circumstance shall we allow any other interest to ever take precedence over these core values of our organisation. We shall not engage in, and have a zero-tolerance for, any form of collusive practices (inappropriate agreements with other parties), coercive practices (impairing, harming or threatening to harm the interests of stakeholders) and inducements (offering inappropriate incentives).

Commercial, financial or other pressures shall never be allowed to compromise the impartiality of our management, personnel, contractors or our services, our assessment results and any of our certifications issued.

We pro-actively identify, record and assess all potential threats to the impartial provision of our services. Where we identified potential threats, we have determined the controls required to mitigate such threats. We review these controls regularly to confirm they remain adequate and effective.

We have processes in place to consult with representatives of identified stakeholders, to ensure we continue to have a good understanding of their views on the integrity and impartiality of the certification industry in general and the provision of services by ATLAS Certification in particular.

All personnel and contractors are required to reveal any situation known to them that can present them or ATLAS Certification with a conflict of interest, including the offering *and*/acceptance of gifts where the value of such a gift exceeds \$25.- or the gift is or should reasonably be considered inappropriate otherwise. Provision of meals/dinner during multi-day audits is generally not considered a gift as typically the client would be charged for these anyway. Any auditor has the right however to politely decline invitations for after-hours activities without the need for explanation. Any gifts offered are to be recorded on the internal gifts register, including their estimate monetary value and whether the gift was accepted or not.

When the potential for a conflict of interest or a threat to impartiality is identified, we record and assess this and determine the need for additional controls. Where it is found the integrity of services already provided has been compromised, the results of such services shall be disregarded and the services re-provided.

To eliminate any threat to impartiality originating from the provision of services that are generally considered to be incompatible with the provision of independent certification, we shall not:

- provide certification services where we cannot reduce an identified threat to impartiality to an acceptable level;
- certify the Management system of other Certification Bodies;
- provide Management System consultancy services;
- provide internal audit services to any organisation;
- provide certification services to an organisation that has, within the last two years, received Management System consultancy or Internal Audit services from a body that we have a relationship with;



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- outsource any audit activities to organisations that provide Management System consultancy services (other than an individual contracted as an auditor, where it can be verified that person has had no relation with any clients he/she is assigned to audit);
- market or offer our services linked with those of an organisation that provides Management System consultancy services. We will take action to correct inappropriate claims by any consultancy organisation stating or implying that Certification would be simpler, easier, faster or less expensive if ATLAS Certification were used;
- state or imply that certification would be simpler, easier, faster or less expensive if a specified Management System consultancy organisation were used; and
- assign responsibility for any certification activities to personnel or contractors who have provided Management System consultancy towards that client for a period of at least two years after the provision of such consultancy. This includes people acting within a managerial capacity

In addition to the above, we will take action against any threats to impartiality that we become aware of that arise from actions of other persons, bodies or organisations.

Formal rules for the appointment, terms of reference and operation are in place for any committees that are involved in certification activities or any other ATLAS Certification processes. The contents of this Policy apply equally to any members of such committees, regardless of the nature of the relation between ATLAS Certification and the people involved.

Action may be taken against any person or organisation found to be breaching this Policy or engaging in any other behaviour that may call into question the impartiality and integrity of the services we provide.

A handwritten signature in blue ink, appearing to read "F. van der Willigen".

F. van der Willigen
Managing Director