



COVID-19: ENplus® Guidance

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Foreword

The COVID-19 pandemic outbreak resulted in travel restrictions that are affecting the ENplus® inspections. This document provides guidance on the implementation of the ENplus® requirements during this period for the companies affected by medical and travel restrictions.

1. Scope

- 1.1. The Certification Body shall inform the **Competent Management** of the companies affected, according to their evaluation.
- 1.2. The Certification Body shall establish a **documented policy and process**, outlining the steps it intends to take in case that a certified organisation is affected by the COVID-19 event. The documentation shall be made available upon request from the Competent Management.
- 1.3. As soon as the travel and medical restrictions are lifted, inspections shall be conducted as per the ENplus® Handbook provisions.
- 1.4. These dispositions only apply to **companies which are affected by the COVID-19 event**, according to the evaluation of the Certification Body. They do not apply in any other case.

2. Inspections

- 2.1. The inspections schedule shall be adapted while the travel and medical restrictions remain in place.
- 2.2. The **initial inspection** may be performed remotely.
 - 2.2.1. The Certification Body may appoint a remote inspection replacing an onsite inspection provided that proper conditions can be put in place for going through the audit (e.g. using videoconference tools). The **risk assessment concerning the initial remote audit shall be provided to the Competent Management** along with the conformity report. The inspection results shall be reviewed after the travel restrictions are lifted and will be reassessed accordingly. The Certification Body shall inform the Competent Management of the cases where a remote inspection is replacing an onsite inspection as per the ENplus® Handbook, Part 2, sect. 3.3 and 4.3 provisions.
- 2.3. The ± 3 months deadline for **surveillance inspections** relative to the initial audit is back into force. The surveillance audit may be performed remotely.
 - 2.3.1. The Certification Body may appoint a remote inspection replacing an onsite inspection provided that proper conditions can be put in place for going through the audit (e.g., using videoconference tools). **The risk assessment concerning the surveillance remote audit shall be provided to the Competent Management** along with the conformity report. The Certification

Body shall inform the Competent Management of the cases where a remote inspection is replacing an onsite inspection as per the ENplus® Handbook, Part 2, sect. 3.3 and 4.3 provisions

2.4. The **renewal inspections** may be performed remotely.

2.4.1. The Certification Body may appoint a remote inspection replacing an onsite inspection provided that proper conditions can be put in place for going through the audit (e.g., using videoconference tools). **The risk assessment of re-certification remote audit shall be provided to the Competent Management** along with the conformity report. The inspection results shall be reviewed after the travel restrictions are lifted and to be reassessed accordingly. The Certification Body shall inform the Competent Management of the cases where a remote inspection is replacing an onsite inspection as per the ENplus® Handbook, Part 2, sect. 3.3 and 4.3 provisions.

2.4.2. The **renewal of the certificates** will not be automatically extended anymore. The re-certification (remote or on-site) audit shall be planned and performed before the certificate expires (but not more than 6 months before the expiring date). The Certification Body shall inform the Competent Management of the cases where a remote inspection is replacing an onsite inspection as per the ENplus® Handbook, Part 2, sect. 3.3 and 4.3 provisions.

3. Suspensions and revocations

3.1. Suspensions that require **onsite check of the corrective actions** shall remain in force until the verification of corrective actions can take place.

3.2. The Certification Body may appoint an alternative remote audit if they have the assurance that enough evidence is available.

3.3. The lack of verification of corrective actions because of restrictions linked to COVID-19 **shall not lead to the revocation** of the certificate.

4. Final provisions

4.1. National or local risks (flights cancellations, health risks, etc.) should also be considered in the evaluation of the Certification Body.

4.2. Some jurisdictions have legislated or have specific legislation covering the COVID-19 outbreak.