



Conformity Assessment Management System Manual

Date 2023.05.01

Impartiality Policy - Principles

Onward Auditing, its directors, staff, and subcontractors understand the importance of impartiality when undertaking auditing activities. We commit that in all our dealings with clients or potential clients, all employees and representatives are to remain impartial. To ensure that impartiality is both maintained and demonstrated the following principals have been established:

- SEMS Certificates are only recommended following a review by an independent authorised and competent member of the management team to ensure that no interest shall predominate.
- *Onward Auditing* will not foster any relationships with companies which offer management system consultancy or other services which can bear impact on the certification services provided by *Onward Auditing*.
- Individuals employed by or otherwise contracted to *Onward Auditing* are required to document and record their current and past relationships with all companies. Any situation past or present which may present a potential conflict of interest is required by *Onward Auditing* to be declared.
- *Onward Auditing* will not assign a member of staff or subcontractor to a management system audit where a past relationship has existed.
- *Onward Auditing* will ensure that it is not linked or marketed in any way which links it with the activities of a management system consultancy and will take appropriate action should any such link be identified.
- Auditors and others involved in the certification process are not and will not be put under any pressure and will not be influenced in any way to come to a particular conclusion regarding the result of an audit.

Onward Auditing - Impartiality Norms:

- No outsourcing of audits to consultancy organizations.
- No referral fees to be paid to consultancy organization.
- Facts based communication to clients/ consultancy organization.
- Adherence to all accreditation and other *Onward Auditing* policies.
- *Onward Auditing* shall not employ any professional conflicting its ethical policies.
- All employees of *Onward Auditing* shall disclose any situation impairing business ethics.
- *Onward Auditing* shall maintain transparency regarding all audit processes and impartial information.
- utmost care / verification to be carried out for granting the right scope of certification.
- Any unethical practice observed should be notified to the management at the earliest.
- *Onward Auditing* continues to evaluate the risks associated with its operations to ensure it can meet liabilities associated with its certification activities. A comprehensive risk analysis is maintained and reviewed annually.

Impartiality Committee

Onward Auditing's Impartiality Committee is composed of trusted individuals independent of our company. This committee is charged with the responsibility to safeguard impartiality to maintain system integrity. During annual reviews, the committee evaluates:

- audit team composition and professional history
- commercial service activity which introduces risk to impartiality confidence
- annual Management Review and its evaluation of continual improvement relating to the quality and integrity of the system process and personnel upholding the auditing management system

Onward Auditing's complete Impartiality Policy is available upon request

Originator	Approved by	
Audit Program Manager	VP / Managing & Operations Director	Nina Spencer



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