

To all accredited/accredited PRD Certification Bodies  
To Associations of Conformity Assessment Bodies  
To all Inspectors/Experts of the DC Department

Their locations

**SUBJECT**                    **Certification and Inspection Department**  
**Information Circular DC No.15/2024 - Provisions on the transition of accreditations of Certification Bodies (CBs) certifying against the IFS Logistics certification scheme**

Dear Sirs,

in December 2023 has been published version 3 of the IFS Logistics Standard, which will replace version 2.3.

The new version has been positively evaluated at IAF level, according to IAF MD 25 and IAF PL 03, so it is possible to proceed with accreditation activities.

The scheme owner points out that the IFS Logistics Standard is linked to two other normative documents: the Doctrine and the Guideline for Multi-site Certification. The updated version of both documents will be published by IFS in the coming days.

#### **Certification activities**

The new version of the standard applies from 1 June 2024 and becomes mandatory from 1 December 2024. For unannounced audits, the new version is mandatory from 1 October 2024.

#### **New applications for accreditation and extension of accreditation**

From the date of publication of this circular ACCREDIA will only accept new applications for accreditation, or the extension of accreditations already granted, against the new version.

#### **Already accredited bodies - transition management**

All organisations already accredited under the previous version will have to evaluate the changes made with the new version and implement them within their organisation.

At the end of the activities described above, the Bodies shall formalise to ACCREDIA the request for transition to the new version of the scheme by sending all the information required **by Annex 1** to this circular.

ACCREDIA will carry out a documentary review of the evidence transmitted, at the expense of the Body, lasting 0.5 man-days. The outcome of the examination will be communicated to the Body for the implementation of any integration/amendment/correction of the evidence transmitted.

ACCREDIA reserves the right to carry out any further investigations it deems appropriate.

The Body will only be authorised to issue certificates against the new version of the Standard with reference to accreditation following a positive resolution of the transition by the relevant Sectoral Accreditation Committee.

The implementations effectiveness of the changes introduced will be evaluated during the ordinary surveillance activities carried out by ACCREDIA.

Finally, we inform you that as of 1 December 2024, all accreditations issued against the previous version, in the absence of evidence of implementation, shall be withdrawn.

We remain at your disposal for any clarifications and insights, and send you our best regards.

**Dr Mariagrazia Lanzaova**

Deputy Director Department  
Certification and Inspection

**Annex 1 - Actions and documents to be sent to ACCREDIA for the management of the transition to version 3 of the IFS Logistics certification standard**

Return this annex filled and, for each point on the list, send the required evidence. Transmit the documents to Accredia's technical secretariat and to the relevant technical officer.

Actions and required documents	Evidence no.
<p>A. <b>Identification of the changes introduced by the new version</b>, which have an impact on the relevant activities and processes of the CB.</p> <p>Send a list/document containing the required evidence.</p>	
<p>B. <b>Defining a transition plan.</b> For each new feature identified in the previous point, send the actions identified to ensure compliance with the new version and the timeframe for implementation (within the timeframe of the version's entry into force).</p> <p>Send a detailed transition plan.</p>	
<p>C. <b>Communication to certified companies about the</b> new version of the standard and the policy defined for transition management.</p> <p>Send the text of the communication and the sending evidence to the certified organizations.</p>	
<p>D. Identification of <b>documents to be/already modified</b> (including forms) to incorporate the changes introduced by the new version of the standard.</p> <p>Send the evidence of all documents to be modified/already modified, identifying the title of the document, the date and the revision number.</p>	
<p>E. <b>Training of all personnel</b> involved in the certification and transition process.</p> <p>Send the evidence of the training plan specifying:</p> <ul style="list-style-type: none"> <li>• the planned re-training activities (courses, methods of delivery, evaluations of effectiveness, if any, dates of delivery, management of recoveries)</li> <li>• the names of personnel and the specific certification function, specifying those who have completed the qualification.</li> </ul>	
<p>F. Other actions identified by the CB.</p>	