

CERTIFICATION REQUIREMENTS for ISO 12647

These certification requirements are part of the Certification Agreement between SCGM (Stichting Certificatie Grafimedia Branche) and the company applying for certification. These requirements are endorsed by SCGM Evaluation Board on March 22, 2009.

1 Certification requirements

- 1.1 Certification for ISO 12647-colour management systems is done in conformance with the SCGM Certification Requirements.
- 1.2 The quality of these requirements and the implementation of the relevant parts of ISO 12647 are guaranteed by the independent SCGM Evaluation Board.
- 1.3 The relevant parts of ISO 12647, including errata and amendments, if changed, corrected or amended by ISO, will be accepted by SCGM and changes will be implemented in the Certification Procedure.
- 1.4 The company applying for certification shall have a current version of the relevant ISO 12647 standards (including part 1).
- 1.5 SCGM will inform the certified companies about changes in the current ISO 12647 standards.

2 Application for certification

- 2.1 An application for certification for any of the ISO 12647-processes can be made directly to SCGM or via one of the partners.
- 2.2 A Certification Agreement is only valid after the signed application form has been accepted, registered and confirmed to the company in writing. By signing this agreement, both parties agree with these Certification Requirements and the company agrees with the General Terms of Sale as registered at the Court of Justice in Amsterdam under nr. 104/2006 and which are attached to the application form.
- 2.3 By signing this application form the company agrees to pay the for certification agreed fee and applicable additional costs, including costs for collecting due and unpaid invoices.
- 2.4 SCGM has the right to reject an application; in that case it has to inform the company in writing about the reason for rejection.
- 2.5 SCGM will, immediately after acceptance of the request, inform the company in writing about the acceptance.

3 Audit

The Certification Audit pertains two parts: an ISO Conformity Scan and a Production Print Audit.

- The ISO Conformity Scan is a document which the company has to complete as much as possible, and which will be used to check if the company is capable to pass the Certification Audit. It contains data required by ISO 12647 and it contains information required to produce the test form which has to be printed for the Contract Proof and for the Production Print Audit.
- The Production Print Audit will result in a number of sheets or signatures and prints which will be measured for conformity with the numbers mentioned in the standards.
- SCGM will appoint one or more auditors for the audit. In principle the auditor who did the ISO Conformity Scan will also do the Production Print Audit.
- The Certification Audit shall take place within one year after application. Under circumstances SCGM can postpone the audit in close cooperation with the company. If in this case the one year period will elapse, this does not have any financial consequences for the company.

3.1 ISO 12647 Conformity Scan

During the Conformity Scan the auditor will evaluate the readiness of the company for ISO 12647 certification.

- The results of the scan will immediately or on a later moment be discussed with the company, based on the result, a date for the Production Print Audit will be set.
- SCGM will report within 4 weeks after the Production Print Audit, the final result to the customer.
- In case the information in the ISO Conformity Scan is incomplete or shows that the company is not ready for the Production Print Audit, additional costs which have to be made by the auditor will be charged at the actual rate which will be agreed upon in advance of the work.

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3.2 Production Print Audit (ISO12647-measurement)

- The maximum time allowed for a Production Print Audit is 4 hours. It is to the auditor's discretion if he agrees to extend the time in case this time is not sufficient. Additional time will be charged separately at a rate which will be agreed on in advance. If the company does not agree, the audit will be regarded as failed and a repeat audit has to be applied for.
- During the Production Print Audit, the auditor checks if the total process is performed according to ISO 12647. The auditor has the right and obligation to check different parts of the production process and may demand proof of all applicable documents. The auditor selects a representative set of copies of the printed run which will be shipped to the IGT laboratory for measurement.
- The auditor completes the checklist with all other information collected during the print run audit and returns this with the rest of the data to IGT.
- SCGM reports latest after 4 weeks to the customer about the final result of the audit.
- The customer shall inform the auditor in writing about any reaction on this concept report, changes, incorrectness, etc. The auditor will contact the company to correct the report and inform SCGM about the changes.
- If it shows during the production that the company cannot comply with the demands for the certification the company and the auditor will agree immediately on a date for the repeat audit. This shall normally be within 5 working days. If this is not possible due to technical reasons or due to planning reasons on the auditors side, this shall be in the shortest possible time. If also the repeat audit fails, no certificate shall be issued and no new application can be done within 6 months.
- The certificate always comes together with the audit report.

4 Audit criteria for issuing of the ISO 12647 certificates

The audit is based on objective and measureable aspects as mentioned in ISO 12647 part 1 and the relevant part for the process to be audited, as well as the in both parts mentioned normative references. All other items as described in the section reporting of the standards are informative.

No certificate can be issued in the following cases:

4.1 Contract proof

- Layout is not conform instructions
- One or more colors is outside the tolerance limits of the relevant part

4.2 Production run

- Layout is not conform instructions
- There is no contract proof present
- One or more colors is outside the tolerance limits of the relevant part

4.3 Plate making

- More than one plate is outside of the tolerances (one plate can be remade)
- There are relevant image parts below 3% and above 97 % coverage in case of plates produced from film.

4.4 Delta E

- One or more colors is outside the tolerance limits of the relevant part

4.5 TVI

- TVI of any of the colors is outside the specifications of the standard. Before start of the audit the company has to decide if black is printed at 13 or 16% TVI.

4.6 Register

- Register is outside the tolerances of the standard.

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5 Validity of the certificate

5.1 The ISO 12647-certificate is valid for 2 years.

- 5.1.1 During this period the conformity is checked in a check procedure. This procedure contains the completion of the checklist at regular intervals and the choice of a subscription for 3 months check or a yearly check with a print run.
- 5.1.2 The check procedure has to be agreed upon immediately after issuing the certificate, for which a contract between SCGM and the company will be signed.
- 5.1.3 If the company does not sign the check agreement the certificate will not be valid conform article 7.4.

5.2 Non conformity

- 5.2.1 In case that during the check audit it is determined that the company does not or not fully comply with ISO 12647 the company has to proof within 3 months that he is in conformance. If he does not comply, the certificate will be withdrawn. Additional costs made by the auditor to check conformance will be charged separately at the price as agreed upon before.
- 5.2.2 The company can terminate the check procedure.
- 5.2.3 This termination shall be done in writing to SCGM at least 3 months before the next check moment.
- 5.2.4 If termination is done late 50% of the costs of the current year will be applicable.
- 5.2.5 If the company terminates the check procedure, the ISO 12647 certificate will be withdrawn immediately conform article 7.4.

5.3 Re-audit after two years

- 5.3.1 After 2 years recertification has to take place conform the actual valid certification criteria. The auditor will contact the company for this well in advance of the deadline.
- 5.3.2 The company can terminate the certification process at the moment the auditor contacts them for the recertification. This termination has to be confirmed in writing to SCGM.

5.4 Termination, cancellation, withdrawal

- 5.4.1 SGCM has the right to withdraw, cancel or postpone validity of the certificate at any moment during the two years of validity of the certificate.
- 5.4.2 After cancelation a new contract for certification has to be signed.
- 5.4.3 Cancel or withdraw can be effectuated if:
 - Any deviation of the conformity with the standard is not corrected within three months after notification.
 - The company does not sign a check procedure agreement
 - The company misuses the logo or the certificate
 - The company harms the good name and reputation of SCGM or its partners
 - The company does not obey the financial obligations against SCGM
- 5.4.4 Postponement implies that the company cannot use the ISO certificate until it is confirmed that the company is in conformance again with the demands of ISO 12647, no new contract has to be signed.

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- 5.4.5 A decision for postponement, cancelation or withdraw can only be taken by the Board of SCGM.
- 5.4.6 SCGM will inform the company in writing about this decision.
- 5.4.7 Postponement of the certificate is obligatory in case of a major change in the company, e.g. due to merger, take-over, buyout or restart after bankruptcy. In any of these cases the company shall inform SCGM in writing about the situation and the reasons.
- 5.4.8 SCGM has the right to reissue under the new name the Certificate or to reject in case of reasonable doubt about the current capabilities of the company to perform conform ISO 12647. In the latter case the company has to sign a new contract for certification.

6 Use of the ISO 12647 Certificate and logo

- After the ISO 12647 Certificate is issued the company has the right to use this certificate and the accompanying logo for promotional purposes. In all cases the full document of logo shall be used.
- It is not permitted to use the logo or the certificate to give a false impression of the issued certificate.
- SCGM keeps a list of certified companies; this list is publicly available and is published on its website.
- After termination, cancellation or withdrawal of the certificate, it is the company forbidden to use by any means the logo, certificate or any other related item. In case of misuse a penalty of €1250 per occasion will be applicable.

7 Disagreement, complaints

- If the company disagrees with the decision of the auditor or has any complaints about the auditor or the secretariat of SCGM, he has to inform SCGM in writing.
- In case the auditor and the customer cannot come to an agreement about any disagreement or complaint, the case will be forwarded to the Management of SCGM, which will, after hearing all parties, take a decision.
- In case the Management and the company do not reach an agreement, the case will be forwarded to the Board of SCGM. After hearing the Management and the company the Board will come to a final decision which is binding to all parties.

8 Change of the Certification requirements

- SCGM keeps the right to change the Certification Requirements at any time any changes will be announced in writing to the certificate holders which have to agree with it on the next occasion of audit.
- The company has to sign the new agreement for acceptance.
- SCGM will issue a copy of the new, signed document to the company within 4 weeks after registration at SCGM. The original document will remain in the SCGM files.

9 Other

- The current hourly rate for SCGM activities is € 180,-- excluding taxes and duties.
- Any material, on paper, digital or in any other means, provided to the company shall be kept confidential and will not be copied or published in any way without prior written consent of SCGM.