

权利和义务

Rights and Obligations

1 获证组织的权利和义务 Rights and obligations of certificate holder

1.1 获证组织的权利 Rights

- 1) 有权宣传获准认证的事实； To publicize the registration of certification
- 2) 享有由于获准认证以及使用认证标志取得的经济利益；

The certificate holder is entitled to benefit the economical interest by using the registration certificate and mark.

- 3) 获证组织对赛瑞关于认证的授予、保持、扩大、更新、缩小、暂停、注销和撤销等认证决定和其它认证行为有权提出申诉，有权对不规范的认证行为提出投诉。

The certificate holder has the right to appeal for the decision of DCI for certification's Granting, Maintaining, Extending, Renewing, Reducing, Suspending, Withdrawing Certification and other certification behaviors, make the complaint for the improper certification behavior.

1.2 获证组织的义务 Obligations

- 1) 向赛瑞提供管理手册及其它认证所需要的文件；

To provide management manual and other necessary documents of certification for DCI;

- 2) 为现场审核组提供必要的交通、食宿、通讯、审核期间办公场所及其它必要的工作条件；

To provide the necessary transportation, accommodation, communication, office during the audit and other necessary working conditions;

- 3) 提供至少三个月体系运行（建筑业、监理业等高风险或特殊行业应提供六个月）的全部文件和资料证据，证据应该是真实的；

To provide all files and document evidences that the system has been implemented for three months at least (the high risk or special sectors such as construction and supervision industry should be six months);

- 4) 获证组织按规定接受初审、监督审核、再认证审核，并按期向赛瑞交纳认证合同确定的费用以保证证书有效性；

The certificate holder shall accept the initial audit, surveillance audit and recertification as specified, also pay the fees confirmed in certification contract to DCI on time in order to ensure the effectiveness of certificate;

- 5) 获证组织有义务接受上级主管部门（国家认监委、地方认证监督行政部门和国家认可委等）组织的认证有效性现场监督检查；

The certificate holder shall accept the certification effectiveness on-site supervision which carry out by senior management department (such as CNCA, local certification supervision management department and National accreditation body etc.)

6) 获证组织有义务接受必要的赛瑞公司组织现场见证活动;

The certificate holder shall accept the necessary on-site witness activities organized by DCI.

7) 在证书有效期内, 管理体系发生变更时, 应在变更后的 30 天内及时通知赛瑞;

Within the effect period of certificate, the certificate holder shall notify DCI within the 30 days once the management system is changed;

8) 按照认证合同的规定接受赛瑞的定期认证监督, 出现认证方案规定的重大问题及时通告赛瑞, 并立即停止使用认证证书和认证标志, 同时停止有关认证内容的广告和宣传;

The certificate holder shall accept the periodic surveillance audit as the specified in certification contract. When the major problems regulated by certification project are found, it should be informed to the DCI timely and stop using certificate and certification mark/logo immediately as well as stop the advertisement and propagate with regard to the certification contents;

9) 希望注销认证证书时, 书面通知赛瑞, 将证书交还赛瑞, 办理注销手续;

When the certificate holder requires withdrawing certificate, it shall notify DCI in writing and return the certificate, and implement de-certification procedures;

10) 认证证书被撤消后, 停止使用认证证书和认证及认可标志并向赛瑞公司交还认证证书。

Certificate holder shall stop using the certificate and mark and return the certificate to our company when the certificate is withdrawn.

2 赛瑞的权利和义务 The rights and obligations of DCI

2.1 赛瑞的权利 Rights

1) 通过审核证明不满足认证要求的, 赛瑞有权不颁发认证证书、不允许获证组织使用赛瑞认证标志, 但应收取已经发生的认证活动费用。

When it is proved that the management system does not meet the certification requirements by audit, the DCI has the right to do not issue the certificate and permit certificate holder to use the certification mark in any method. But, it shall charge the produced fees.

2) 如获证组织管理体系、产品发生重大变化或异常情况时, 赛瑞有权增加监督审核频次;

If the management system or products of certificate holder have major changes or abnormalities, DCI has the right to increase the frequency of surveillance audit.

3) 获证组织获准赛瑞认证后, 如不按时支付年金和监督审核费, 赛瑞有权暂停、撤销获证组织的认证证书并要求获证组织停止使用并交还相关的认证证书和认证标志;

If the certificate holder does not pay the annual payment and surveillance audit payment after obtaining the registration certification, DCI has the right to suspend and withdraw its certificate and require certificate holder to stop using and return the certificate and mark.

4) 有权公布获证组织的获准、暂停、注销和撤销认证状态。

To give the publicity for its certification state including registration, suspending, cancelling and withdrawing.

2.2 赛瑞的义务 Obligations

1) 根据认证方案在委托的认证范围内公正、客观、科学地开展认证活动；

The DCI should conduct certification activities with impartiality, objective and scientific within the proposed scope in accordance with the certification programme;

2) 派遣适宜的审核人员，并征得获证组织同意；

To appoint the proper auditors and gain the agreement of certificate holder;

3) 通过审核证明满足认证要求后，颁发认证证书并告知获证组织赛瑞认证证书和标志的使用规则；

If it is proved that the management system meets the certification requirements by audit, the DCI shall issue the certificate and inform certificate holder of the rules on using certificate and mark;

4) 认证要求发生更改时，书面通知获证组织；

When the certification requirements have changes, the DCI shall inform certificate holder;

5) 做出暂停、撤销认证证书的决定时，必须书面通知获证组织，说明理由。

When making the suspension, withdrawal certification decisions, it shall notify certificate holder in writing and give the reasons.