CONTENTS

Description of the revision	Transposition of new requirements contained in Regulation 2018/2026. Inclusion of Section 8 “Transfer of validation from another accredited environmental verifier”.

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1. Purpose and effective date of this document

The purpose of this document is to supplement the RGSG (**RGSG**) adopted by TÜV Italia srl (hereinafter TÜV Italia) for the certification of environmental management systems.
These rules describe all the operational procedures for the certification of environmental management systems and for the conducting activities for the Verification and Validation of the Environmental Statement in accordance with the requirements of Regulation (EC) No 1221/2009, Commission Regulation (EU) 2017/1505 and Commission Regulation (EU) 2018/2026; the procedures for requesting, obtaining, maintaining and using this validation, as well as possible suspension and withdrawal are also defined.

2. Field of application

The standards and regulations applicable to environmental management systems are ISO 14001:2015, as well as corresponding national standards and laws.
The written agreement on the validation of the environmental statement in accordance with Commission Regulation (EU 2018/2026 is an integral part of these Rules.
With the order and signing of the written agreement, the client acknowledges the document as a contractual basis.

The correct application of EMAS Verification and Validation activities is assessed by a Certification Committee, whose members are appointed by the CEO, representing four basic categories of interested parties in the certification process: clients, institutions, producers, users.

Applicable reference standards:

- Commission Regulation (EU) 2017/1505
- Regulation (EC) No 1221/2009
- Commission Regulation (EU) 2018/2026
- The international standard ISO 14001 2015 edition and corresponding national standards

The following are considered as further reference documents for EMS certification:
- the ACCREDIA Regulation for EMS, RT-09 "Supplementary requirements for the accreditation of bodies certifying environmental management systems (EMS)" (available at www.accredia.it)
- the decisions of the Ecolabel Ecoaudit Committee EMAS Italy Section, the Manuals and Guidelines, on the site *www.isprambiente.gov.it*

- 3. Terms and definitions

The terminology used in these regulations corresponds to the following standards:
- UNI ISO 14050 (2015 edition): “Environmental management - Vocabulary";
- UNI CEI EN 45020 (February 2006): "Standardization and related activities - General vocabulary".
- -ISO/IEC 17000:2004 “Conformity assessment- Vocabulary and general principles
- Regulation (EC) No 1221/2009
- Commission Regulation (EU) 2017/1505
- Commission Regulation (EU) 2018/2026

In particular, the following definition is noted:

Organisation
Group, company, business, enterprise, entity or institution, or their parts or combinations, whether or not associated, public or private, which have their own functional and administrative structure (Note: within organisations formed of multiple operational units, an individual unit can be termed an organisation).

In these Rules, the term “organisation” will be used to indicate the company requesting certification of its environmental management system from TÜV Italia.

The following additional definitions apply:

Site
The area on which ~~the~~ activities under the control of an organisation, are performed; It includes: any connected or associated warehouse used to store raw materials, unfinished products, end products, sub-products and waste, and any fixed or mobile equipment or infrastructure involved in these activities.

The boundaries of the site are to be defined in accordance with the provisions of law, national or local regulations.

For the definition of:

- Critical nonconformity (NC)/major NC
- Observation (OBS)/minor NC
- Comment (COM)

see the RGSG.

4. Responsibilities

These rules set out in detail the responsibilities of the organisation and TÜV Italia during the contract pertaining to certification and verification and validation activities.
The client organisations of TÜV Italia may create a link to the homepage of the TÜV Italia website which is www.tuvsud.com/it.

5. Control of the rules

These rules are available to interested parties at www.tuvsud.com/it.
Organisations may request a copy in printed format.
The contents of section 5 of the RGSG will apply**.**

6. Certification procedure

6.1 General information

TÜV Italia performs, under its own responsibility, EMAS verification and validation activities only for the NACE sectors in which it is accredited by the Ecolabel and Ecoaudit Committee. The updated list of sectors for which TÜV Italia is accredited is distributed to anyone who requests it.
EMAS verification and validation procedures are based on indications for the environmental management system certification process adopted by TÜV Italia and described in section 6.1 of the RGSG.

In particular, the following procedures apply:

Verification and Validation of the Environmental Statement by TÜV Italia, according to the requirements of Regulation (EC) No 1221/2009 (EMAS) as amended by Commission Regulation (EU) 2018/2026, comprises two main stages:

1. a Stage 1 Audit, comprising an Initial Review of System documentation (Initial Environmental Analysis, Manual, Environmental Management System procedures and instructions) and Initial Audit.
2. Stage 2 audit, including Verification of the application of the Environmental Management System and Validation of the Environmental Statement

The verification process is then followed by periodic surveillance audits in order to

- ensure the organisation maintains an Environmental Management System in accordance with the requirements of the reference standard; and
- validate annual updates to the Environmental Statement

In order for Verification and Validation to take place, the following is necessary:

- The organisation has justified confidence that it is compliant with environmental legislation (compliance with applicable legal requirements, including emission limits, presence of necessary permits, compliance with relevant requirements, compliance with environmental requirements to which the organisation subscribes);
- the principle of continual improvement of environmental performance has been concretely included in an environmental programme;
- personnel have been made aware of the environmental aspects, objectives and the environmental management system adopted;
- key personnel (involved in the management of significant environmental aspects) have been adequately trained in relation to the complexity of the EMS implemented

The Environmental Statements validated by TÜV Italia are sent by organisations to the Ecolabel-Ecoaudit Committee EMAS Italy Section in order to be included in the General Register of sites conforming to Regulation (EC) No 1221/2009.
During the certification procedure, the following considerations and special requirements pertaining to the following aspects, shall be taken into account:

Scope of the EMS (and of its certificate/validation document)
When defining the scope of the environmental management system, it must be remembered that:

- The Management of the organisation responsible for managing the EMS shall have responsibility for all environmental aspects, and the associated impacts, pertaining to the EMS.
- The Management of the organisation responsible for managing the EMS shall have the authority to define the environmental policy, the methods used to implement it, the objectives, goals and plans in place to achieve them.
- The Management of the organisation responsible for managing the EMS shall have the authority to allocate appropriate human and financial resources to control and improve the EMS.
- The limitations of the organisation's responsibility (in terms of its input and output) must be clearly defined.
- Any interfaces with activities or services that are not fully covered by the EMS (for example an effluent treatment system managed jointly with other organisations) must be clearly defined and dealt with, within the EMS.
- The organisation must consider the limits, conditions, and restrictions of the authorisations or permits issued by the supervisory authorities.
- The activities performed within the EMS must be clearly defined.
- The definition of "site" in section 3 must be kept in mind.
- Temporary sites such as building sites are covered by the EMS of the organisation that controls such sites, wherever they may be located; they may be randomly assessed during the certification procedure .
- In the case of services for example, it may not be possible to define a specific location; in such a case, the scope of the EMS must take into account both the headquarters of the organisation and the service delivery points. In special cases, where applicable, TÜV Italia may decide that the assessments will take place where the organisation delivers the service; in such situations, the interfaces with Headquarters will also be checked.

Organisations with multiple sites (multi-site certification)
The organisation may manage activities that are performed in different geographical areas or at multiple sites, while being under the control of a single EMS.
In this situation, TÜV Italia may issue a single certificate, but reserves the right to decide whether to verify each individual site or only sample some of them, in accordance with the methods described in a specific internal procedure, formulated on the basis of the requirements of EA and IAF guidelines and in accordance with the ACCREDIA Regulation for EMS, RT-09

Conformity to legal requirements (laws, decrees, regulations, etc.)

Regarding compliance with legal requirements, the general principle is that the maintenance and assessment of this area falls under the responsibility of the organisation that manages the EMS; TÜV Italia merely carries out random checks to obtain assurance that the EMS is effective from this point of view and that – in the event of failure to conform to the requirements – the Organisation will take appropriate corrective actions.
This general principle takes the form of the following detailed requirements:

- At the start of the stage 1 audit, the organisation shall provide evidence of its compliance with legal requirements, including obtaining, or applying for (at least 6 months ahead of the start of the stage 1 audit), the necessary approvals from the authorities.
- However, (during the stage 1 and 2 audits, surveillance and renewal audits), TÜV Italia may detect one or more instances of the organisation's failure to comply with the legal requirements; the audit team will then issue one or more non-conformities; the deficiencies or non-conformities will only be considered to be successfully resolved if, at the next audit, the organisation can demonstrate that:
  - it has completed a new, global reassessment of its EMS, with a particular focus on compliance with the applicable legal requirements
  - it has already taken appropriate corrective actions in respect of the specific findings of the TÜV Italia audit team, or based on the findings of the organisation itself during the global reassessment
  - it has already obtained, or at least requested the corresponding approvals from the authorities.

Regardless of the findings of the TÜV Italia audit team, the organisation itself may detect breaches of the legal requirements, after it has submitted the evidence referred to above; in such situations the organisation must itself put in place appropriate corrective actions, and in particular it must demonstrate that it has obtained or requested the necessary approvals from the authorities; the TÜV Italia audit team will check all of this during the next audit and if necessary will issue critical non-conformities which will be dealt with as described in the second paragraph.

Significant environmental aspects

It is the responsibility of the organisation that manages the EMS to define a procedure identifying the criteria according to which the environmental aspects and related impacts are judged to be significant.
However, TÜV Italia assesses not only that the requirements have been respected and implemented, but also that they are consistent with the policy, objectives and goals of the organisation, and that they are effective.

Continual improvement

It is the responsibility of the organisation that manages the EMS to define the methods and tools through which the commitment to continual improvement, as contained in the health and safety policy, is implemented, and how the improvements are actually measured.
However, TÜV Italia assesses not only that the requirements have been respected and implemented, but also that they are consistent with the policy, objectives and goals of the organisation, and that they are effective.

6.2 Audit procedure

The audit procedure is described in section 6.2 of the RGSG.

6.3 Start of the certification procedure

The certification procedure will be started when TÜV Italia issues the order confirmation.
The contents of section 6.3 of the RGSG will apply.

In this case, the following specific aspects apply to EMAS verification and validation activities:
The "Request for a Quote", sent to any organisation requesting it, shall be signed by the owner or representative of the organisation and sent by fax to TÜV Italia. The data contained in the "Request for a Quote" are used as the basis for the quote.
If, during validation activities, the information contained in the "Request for a Quote" is found to be false or inaccurate, TÜV Italia reserves the right to amend the Quote already agreed on, based on the inaccuracy found. Following this amendment, the applicant is entitled to waive EMAS validation, subject to the payment of fees for activities carried out up to that time.
Together with the Quote for EMAS Verification and Validation, in accordance with EMAS requirements, TÜV Italia will send the "EMAS Verification and Validation Application" form. This request shall preferably be made in advance by fax, with the original then sent by post or courier.
The "EMAS Verification and Validation Application", duly filled in by the organisation in all its parts, demonstrates the applicant's clear intention to proceed with the verification process in accordance with indications in the Quote.

In this form, among other things, the Organisation is requested to have a documented environmental management system, i.e. to make system documentation available to TÜV Italia for assessment at the applicant's premises, which may include:

- the current Environmental Management Manual (a controlled copy);
- current Environmental Management Procedures (a controlled copy);
- general information about the company and the environmental and technical aspects that may be relevant to the Environmental Management System.

The documentation shall include as a minimum requirement:

- the Initial Environmental Assessment;
- documentation of the Environmental Management System (according to ISO 14001);
- the Environmental Statement.

In addition, the organisation will be required to provide access to one or more floor plans, kept up to date, showing the status of plant/equipment related to the organisation's environmental performance.
On receipt of the "Verification and Validation Application" duly filled in and signed by the applicant, TÜV Italia will review the application and send the applicant an "Order Confirmation" formalizing acceptance of the request and the contractual conditions.

The dates of audit activities and names of the members of the audit team are communicated by TÜV Italia to the organisation, which has the right to appeal (in writing and with reasons) against the appointment of the members of the audit team. In the absence of confirmation or notification of requirements to make changes within 7 days of receipt of the notification, the dates and auditors communicated are considered to be confirmed.

6.4 Pre-audit

The contents of section 6.4 of the RGSG will apply**.**

6.5 Stage 1 audit - Initial review of documentation and initial audit

The contents of section 6.5 of the RGSG will apply.
The contents of section 6.5 of the RGSG will apply. Please note that the Stage 1 audit is always conducted at the Organisation's headquarters
When the audit activities start, the organisation must provide the audit team with the following:

- A copy of mandatory documents (manual, procedures and environmental statement)
- A copy of the internal audit plans highlighting the progress and a summary of the results, showing any Non-conformities and the progress of any Corrective Actions
- List of Complaints received from Interested Parties, showing how they have been managed.
- Summary of the company's data on process performance indicators
- Copy of the current improvement plans
- Copy of the last Management Review.
- Copy of the document of registration with the Chamber of Commerce and/or a copy of the valid By-laws, for associations, cooperatives, etc.

The verification activities that characterise the 2 parts of the Stage 1 audit are described below.

a) Initial review of EMS documentation
EMS documentation is usually verified at the Organisation's offices
EMS Documentation means at least the following documents:

- Initial environmental analysis review and report(s) on internal audits conducted
- Environmental management system manual accompanied by procedures (or equivalent documents);
- Draft of the environmental statement.

The purpose of the Documentation Assessment is to verify that the Environmental Management System complies with the requirements of Commission Regulation (EU) 2017/1505 and Annexes, is consistent with the Environmental Policy and the stated procedures and enables the achievement of the objectives defined by the organisation.
During this stage, particular attention shall be paid to the following:

- the Initial Environmental Analysis is complete and conforms to provisions in Annex III to Commission Regulation (EU) 2017/1505;
- the Environmental Management System is based on significant environmental aspects and the continual improvement of environmental performance, thus conforming to requirements of Annex I to Commission Regulation (EU) 2017/1505.

In particular, it is important that the organisation has developed a procedure for the identification and assessment of environmental aspects, so that it has already identified the main environmental issues of the organisation on which the management system is developed.
TÜV Italia verifies the reliability of the assessment of environmental aspects made by the organisation, therefore assessing the method used to determine the materiality of these aspects.

Control of System documentation: The organisation shall show TÜV Italia a controlled copy of its management system documentation (Manual, Procedures) and shall undertake to keep it updated in its archives.
This controlled copy is the reference documentation for TÜV Italia auditors during audits.

b) Initial audit
The initial audit will always take place. It consists of an on-site visit (at the site or sites of the organisation) and the purposes of it are indicated below.
At the time of the audit, the EMS shall be in place. In particular, the organisation shall:

- have defined environmental policy objectives (quantified and measurable, where possible), and must at least have started to implement plans to fulfil these objectives;

- have carried out at least one management review and the full cycle of internal audits, in accordance with the UNI EN ISO 19011 guideline;
- meet the requirements of section 12 of these Rules.

The initial audit enables TÜV Italia to better understand:
- the size and nature of the organisation's activities;
- the type of the Organisation's significant environmental aspects;
- the applicable legal requirements;
- the extent to which the organisation is able to undergo the certification audit;
- the type of experience necessary for the audit team who will be carrying out the certification audit;
- the number of people who will be needed for the certification audit.

During the initial audit, the audit team will check that ISO 14001 has been complied with, at least for the following basic requirements:
- Environmental policy (requirement 4.2)
- Environmental aspects (requirement 4.3.1)
- Legal and other requirements (requirement 4.3.2)
- Objectives, goals and plans (requirement 4.3.3)
- Resources, roles, responsibilities and authorities (requirement 4.4.1)
- Communication (requirement 4.4.3)
- Documentation (requirement 4.4.4)
- Assessment of compliance with requirements (requirement 4.5.2)
- Non-conformities, corrective and preventive actions (requirement 4.5.3)
- Internal audit (requirement 4.5.5)
- Management review (requirement 4.6)

As regards the auditing of requirement 4.3.1, the audit team will verify the reliability of the organisation's own assessment of environmental aspects, and will thus assess the method used to determine the materiality of these aspects.
As regards requirement 4.3.2, the audit team will identify applicable environmental laws, based on the organisation's environmental aspects, and will verify compliance with those laws.
The audit team will therefore verify that the organisation has all the necessary environmental authorisations pertaining to all activities directly or indirectly linked to the certification and will verify that these authorisations are valid, complete and correct.
The achievement and maintenance of legal compliance has to be declared as an essential point in the organisation's Environmental Policy, prior to defining the management system.
As regards legal compliance, the audit team's activity is not intended to overlap with that of public control bodies, as it does not have the authority to do so.
It should be noted that non-compliance or partial compliance with applicable mandatory environmental legislation is considered to be a shortcoming; if this circumstance still exists at the time of the stage 2 audit, the certificate and the validation statement of the Environmental Statement cannot be issued, making a post-audit necessary.
For each of the above requirements, the EMS shall have been implemented, and the corresponding records shall be available.
The results of the stage 1 audit are contained in an assessment report issued after the audit, according to the procedures described in section 6.5 of the RGSG.

In the case of organisations with an Environmental Management System certified by TÜV Italia or by a Certification Body accredited under the National Accreditation System, the following points will mainly be verified:
1. Validity of the certificate
2. Extensibility of the scope of the ISO 14001 certificate to all activities/processes carried out at the site for which the verification and validation application is made
3. Compatibility between audit areas
4. Initial environmental analysis and documentation of the Environmental Management System
5. Legal compliance
6. Compatibility on the extent of environmental aspects
7. Audit frequency
8. Verification of the Environmental Statement

The validation process consists of two steps:
- preparation of the verification and validation audit
- Verification and Validation of the Environmental Statement

The preparation of the verification and validation audit consists of reading and analysing System Documentation which has been sent.
System Documentation means at least the following documents:
- Initial environmental analysis review and report(s) on internal audits conducted
- Environmental management system manual and/or environmental management system documentation
- the Environmental Statement.

The preparation of the verification and validation audit also has the purpose of becoming familiar with the characteristics of the Environmental Management System previously verified during the ISO 14001 certification audit and to verify certain aspects. In particular the environmental auditor shall assess the following:
1. Whether the certificate was issued by an accredited body. (In this case, recognised certification bodies are those that have been accredited with the application of IAF guideline GD6)
2. Whether the scope of validity of the certificate includes the same geographical area as that in the EMAS register
3. Whether the certified organisation has sufficiently considered the following issues
   - Compliance with the law
   - Environmental performance
   - Communication and external relations
   - Employee involvement
4. Whether the organisation has considered the direct and indirect environmental aspects of its activities, products, services and has assessed these aspects on the basis of documented and publicly available criteria for their essentiality (Annex VI)
5. Whether internal audits meet the requirements for internal environmental audits according to Annex II to Commission Regulation (EU) 2017/1505
6. Whether the environmental statement meets the requirements of Annex III to Commission Regulation (EU) 2017/1505

The environmental auditor shall therefore ensure that all EMAS requirements are met.
On the basis of the above assumptions, validation is therefore possible.
The activity generally takes place at TÜV Italia's offices.
EMAS validation alone of an Environmental Statement is not allowed if the verification of the management system has been carried out by an external party not belonging to TÜV Italia. In fact, it is not possible to take over an existing EMAS contract entered into and/or started with another accredited body.
If necessary, a new contract shall be signed for the entire verification process.
Audits may not be interrupted, except in the event of dangerous conditions for TÜV Italia personnel. Apart from this exception, audit activities shall be fully completed and all nonconforming situations shall be formally explained to the client for resolution.

6.6 Stage 2 audit - Initial verification of the environmental management system and validation of the Environmental Statement

The contents of section 6.6 of the RGSG will apply.

As regards specific aspects of EMAS verification, it should be noted that the following conditions shall be met, in order to carry out this stage:
- the EMS shall have been in place for at least six months;
- a full cycle of internal audits shall have been completed;
- a management review shall have been carried out.

The objectives of the specific activity of verifying the Validation of the Environmental Statement are as follows:
- Verify the correction of any nonconformities reported during the stage 1 audit, which is a necessary condition to continue the audit. Any recommendations are assessed, although their closure is not a key element for continuing the audit process;
- Verify that the Initial Environmental Analysis has, where applicable, been completed in accordance with the requirements of Commission Regulation (EU) 2017/1505 and Annexes;

- Verify that the Environmental Management System complies with the requirements of Commission Regulation (EU) 2017/1505 and Annexes, is consistent with the Environmental Policy and the stated procedures and enables the objectives defined by the organisation to be achieved;
- Verify that the Environmental Management System has been designed to achieve, and is achieving, continual improvement in environmental performance;
- Verify that the organisation's Environmental Statement is in accordance with all requirements of Commission Regulation (EU) 2017/1505 and Annexes and is therefore accurate and unambiguous,
- Verify that the data in the Environmental Statement is reliable, understandable and comprehensive.

To conduct the audit, the following shall be made available to the auditors:
- TECHNICAL documentation: layouts (e.g. sewage system plans) plant diagrams and process diagrams (in particular diagrams for water, air and waste treatment plants, etc.);
- documentation concerning LEGAL COMPLIANCE: authorisations, permits, registers, analyses, etc;
- records of ENVIRONMENTAL COMPLAINTS: sanctions, ongoing criminal proceedings, complaints, actions seeking compensation for environmental damage (covering the last 5 years) and complaints from interested parties.

In particular, the audit team leader shall assess the actual substantial commitment to continual improvement and consistency with the stated policy and objectives.

There are 3 possible audit outcomes:
a) no nonconformities and observations; possible indications of opportunities for improvement;
b) observations and deficiencies regarding the Environmental Statement, as well as possible indications of opportunities for improvement, but no critical nonconformities;
c) the presence of nonconformities and deficiencies in the Environmental Statement, as well as any indications of opportunities for improvement.

For the resolution of observations and nonconformities, the provisions of section 6.6 of the RGSG apply.
As regards DEFICIENCIES concerning the ENVIRONMENTAL STATEMENT, the following is noted.
Deficiencies concerning the Environmental Statement document are issued in the case where:
- There is ambiguity, lack of clarity, lack of balance (in the information contained), inaccuracies, doubts about the truthfulness of the information or no indication of the organisation's representative in the Environmental Statement (interface with interested parties);
- There are discrepancies between the information contained in the Environmental Statement and the evidence identified during the on-site audit;
- There is some inadequacy with regard to some of the requirements of Article 3 of Regulation (EC) No 1221/2009.

Deficiencies concerning the Environmental Statement shall be resolved in order for the validation of the statement to proceed.
If no deficiencies have been identified in the Environmental Statement, or if all deficiencies have been adequately corrected, the audit team leader shall validate the Environmental Statement and forward the file to the EMAS Approval Committee (EMAS Board).

If the EMAS Board finds that documentation is incomplete or of questionable interpretation, it revises the documentation together with the audit team leader; the revised documentation is then sent to the organisation for necessary obligations before validation becomes final.

6.7 Initial issue of certification and Validation of the Environmental Statement - subsequent renewals

The contents of section 6.7 of the RGSG will apply.

With specific reference to EMAS-14001 activities, it should be noted that once the assessment by the TÜV Italia approval committee has been successfully completed, the certificate of conformity to ISO 14001 is issued and the Validation Statement is included in the Environmental Statement.
the certificate attests the conformity of the EMS documented and implemented by the organisation to the reference standard and these rules, while the validation statement declares the conformity of the Environmental Statement to the requirements of Commission Regulation (EU) 2017/1505 and the reliability and truthfulness of the data contained in the Environmental Statement with respect to the actual conditions verified at the organisation.

The certificate and statement run from the date of the conclusion of the certification audit, or from the date of verification of the resolution of critical nonconformities and deficiencies found in the Environmental Statement. The certificate and statement are valid for 3 years, provided that the technical and economic conditions described in these rules are met.
Issue of the certification automatically allows the organisation to use the certificate and the mark of TÜV Italia, in accordance with the conditions in section 8 of these Rules, together with the contents of section 8 of the RGSG.
After receiving the Environmental Statement validated by TÜV Italia, the organisation activates the EMAS registration process, applying the "Procedure for the registration of organisations pursuant to Commission Regulation (EU) 2017/1505 of the European Parliament and of the Council of 30 August 2017" (available at www.isprambiente.gov.it).
The Ecolabel and Ecoaudit Committee - EMAS Italy Section procedure includes the following main steps:

1- Submission of the application for registration to the Competent Body, in accordance with the format in Annex I to the procedure, accompanied by the information in Annex II to the procedure;
2- The Ecolabel and Ecoaudit Committee - EMAS Italy Section starts the preliminary process to ascertain that all the conditions established by the EMAS Regulation and by the registration procedure have been met.
   During this process, it may request additions, clarifications or modifications to the documentation submitted, informing the environmental verifier who validated the environmental statement.
   The organisation has a maximum response time to requests from the Ecolabel and Ecoaudit Committee - EMAS Italy Section of sixty days from notification of the request, after which the process is interrupted.
   The Ecolabel and Ecoaudit Committee - EMAS Italy Section will send the results of the process to the Competent Body, within a maximum of thirty days from the date of the start of the process (the time indicated refers to situations for which no additions or modifications are required as described above).
3- On the basis of the process findings, the latter decides on the registration of the organisation and informs it publicly.
   The validity of the registration obtained is indicated in the letter of communication sent by the Competent Body and in the relevant certificate; this date shall be included in the Environmental Statement intended for the public and is the deadline for the submission of the next Environmental Statement and validated annual updates.

For further information concerning fees, the register of organisations and other matters, the procedure provides all necessary information.

6.8 Surveillance audits and validation audits of annual updates of the Environmental Statement

The contents of section 6.8 of the RGSG will apply.
In reference to the EMS, the fixed elements of the EMS in each surveillance audit, are as follows: requirements 4.2, 4.3, 4.4.1, 4.4.3, 4.5.2, 4.5.3, 4.5.5, 4.6 of ISO 14001.
Small organisations, as defined in Article 2 point 28 of the EMAS Regulation, may request derogations in accordance with Article 7 of the EMAS Regulation concerning the frequency of surveillance and renewal audits. The request can be made at the time of initial registration or renewal. The derogation will be valid for 4 years and, as the conditions remain unchanged, there is no need for an application to be made during surveillance.
In any case, for small companies:

- TÜV Italia, as accredited verifier, will verify the fulfilment of the conditions in section 1 of Article 7 during the first renewal audit, reporting the outcome directly in the audit report. Should the Organisation wish to make use of the derogations envisaged in Article 7 before the renewal of the validation, it may request TÜV Italia to carry out the validation in advance.
- in order to obtain the extension of the three-year frequency of validation audits, the Organisation shall also make a request to the Ecolabel and Ecoaudit Committee - EMAS Italy Section, filling in the specific entry in Annex VI to Regulation (EC) No 1221/2009.

Therefore, even if TÜV Italia certifies during the audit at the organisation's premises that the conditions in letters a), b) and c) of Article 7 have been met, in order to obtain the exemptions envisaged by this article, the organisation shall obtain a favourable opinion from the Ecolabel and Ecoaudit Committee.
Only after obtaining a favourable opinion will TÜV Italia modify the three-year programme of validation audits accordingly.
As regards the validation of annual updates/changes made to the environmental statement, the environmental verifier shall verify the reliability, credibility, consistency and accuracy of the data and information with particular attention to all significant changes made to the previous version of the environmental statement.
Where the organisation wishes to publish extracts from the environmental statement as environmental information, these extracts and the indication of the recipient shall be submitted to the environmental verifier for approval. The environmental verifier shall verify that the information is correct and not misleading, reasoned

and justifiable, relevant and used in an appropriate context, representative of the organisation's environmental performance, unambiguous and essential with respect to all environmental aspects and impacts.

6.9 Renewal audit

The contents of section 6.9 of the RGSG will apply.

The renewal audit for ISO 14001 certification and revalidation of the environmental statement always take place at the organisation's site(s) and aim to ascertain that the organisation maintains an EMS that complies with the requirements of the EMAS Regulation and of these Rules confirm that the consolidated Environmental Statement provide evidence of the achievement of environmental objectives with a view to continual improvement and is in accordance with the requirements of Commission Regulation (EU) 2017/1505 Annex II, and is therefore accurate, unambiguous and that the data it contains are reliable, comprehensible and exhaustive, as well as consistent with each other.

6.9.1 Multi-site companies

In the case of a registered organisation comprising several sites, according to Article 25(4), the visit to the organisation shall take place at the same time as each verification/validation activity. This obligation can be considered fulfilled if TÜV Italia carries out an audit at the organisation every year. This may include one or more or different sites. However, the programme of visits shall ensure that each site, included in the registration number of the organisation comprising several sites, is visited at least once (fully verified) in a 36-month cycle. Otherwise, TÜV Italia will not be able to guarantee compliance with EMAS III. This also means that in order to allow for first-time registration, TÜV Italia will have to conduct an audit at all sites of an organisation comprising several sites.

6.10 Unscheduled audits

The contents of section 6:10 of the RGSG will apply.

7. Register of certified organisations

The contents of section 7 of the RGSG will apply.

8. TRANSFER OF VALIDATION FROM ANOTHER ACCREDITED ENVIRONMENTAL VERIFIER

If an Organisation with valid EMAS validation issued by another Accredited Verifier wishes to transfer its validation to *TÜV Italia*, the information in section 6.3 of the RGSG applies.

TÜV Italia will verify that the following conditions are met:

- the validation is valid
- the validation is not suspended
- the Accredited Verifier issuing the validation is not suspended
- the activities being validated fall within the scope of TÜV Italia accreditation
- the request for transfer has been substantiated by the Organisation

Following this verification, an economic offer for the transfer will be issued by this CB.
Before proceeding with the decision to transfer the Validation, sufficient information shall be available to ensure the certificate can actually be transferred, therefore the organisation, if the economic offer is accepted, shall send TÜV Italia the "Validation request" attaching the following documents:

- copy of the Environmental Statement validated by the previous Accredited Verifier
- the latest Annex VII to the EMAS Regulation signed by the previous Accredited Verifier
- copies of audit reports for the last three years
- evidence of corrective actions taken to resolve nonconformities identified during previous audits, or evidence of the verification of their implementation and effectiveness by the body that issued the certificate to ensure the proper closure of the finding
- the type and dates of upcoming audits planned by the previous Certification Body
- a list of any complaints received and action taken on them
- reasons for requesting the transfer of certification
- any observations or reports received from the relevant national or local authorities

The verification of the above documentation normally includes a verification to be carried out on-site, at the Organisation that requested the transfer of validation. Information can be requested from the outgoing CB, by means of a formal email request for confirmation of the validity of the Validation Statement. In addition, the Organisation shall notify TÜV Italia:

- of any pending cases or reports received from the relevant national or local authorities;
- of any complaints received from interested parties and related actions taken

On successful completion of the above activity, the validation is transferred maintaining the deadline already established by the Accredited Verifier that validated the previous Environmental Statement.
In general, the schedule already established by the Accredited Verifier that issued the previous validation is also maintained for carrying out surveillance and renewal audits.
If the conditions for transfer are not met, the transfer procedure cannot be applied; the Organisation that intends continuing with the validation process will be assessed by applying the criteria described in Chapter 6 ("Certification process").

9. Referencing the certification - Use of the certificate and mark

The contents of section 8 of the RGSG will apply.
For environmental management systems that are only certified in accordance with ISO 14001:2015, the following mark will apply, subject to updates:

As regards the EMAS logo, the organisation shall apply the provisions of the EMAS Written Agreement (WSA)

10. Suspension and lifting of certification and validation

The contents of section 9 of the RGSG will apply. In addition to information in the RGSG, TÜV Italia could suspend certification, in the event of problematic situations or their continuation after the agreed deadline. In the case of EMAS Validation, the suspension may result from decisions external to the Body and contained in the decisions of the EMAS Italy Committee and in the Registration Procedure pursuant to Regulation (EC) No 1221/2009.
In exceptional cases, and only once during the three-year certification period, may the Organisation request suspension of Certification for a maximum period of six months; the decision is subject to approval by the Technical Commission.

11. Withdrawal/cancellation of certification and validation

The contents of section 10 of the RGSG will apply.

12. Management of claims and reports by client organisations and by interested parties

The contents of section 11 of the RGSG will apply.

13. Checking of management system documentation, and of TÜV Italia srl audit reports

The certified organisation must allocate a controlled copy of its environmental management system documentation to TÜV Italia.
The contents of section 12 of the RGSG will apply.

14. Changes to the management system and changes at the site

The contents of section 13 of the RGSG will apply.

It is also the responsibility of the organisation to contact TÜV Italia to report significant changes to the site where it operates.
In any case, should TÜV Italia become aware that at changes have occurred at the site for which the Environmental Statement has already been validated, in relation to conditions in place at the time of the validated Environmental Statement, TÜV Italia undertakes to contact the client in order to discuss and assess such changes.
This communication shall be sent at the same time to the EMAS Italy Committee.

As regards legislative non-compliance, the holder of the Validation Document shall inform TÜV Italia in writing of any environmental legislative non-compliance identified by a Public Control Body, clearly describing the extent of such infringement.

TÜV Italia will be responsible for notifying the infringement to the competent Body and its verifiers will monitor the management of actions taken by the organisation and assess their effectiveness during subsequent audits

15. Changes to the certification system rules

TÜV Italia may make changes to the certification system as described in these Rules and/or in the RGSG (see section 14). If it does, TÜV Italia will allow the already-certified organisations to make observations on the proposed changes.
Once the changes have been decided, TÜV Italia will specify the date on which they will come into force, and will give details of the corrective actions required from the organisations, allowing them a reasonable period of time to fulfil the requirements.
If an organisation cannot or does not want to adapt to the new rules, TÜV Italia will withdraw or cancel the certification (see section 10).
It should be noted that the duties and responsibility of the environmental verifier are described in the written agreement (ASE), points 3 and 7, while the duties and responsibility of the commissioning organisation are described in point 2 of the written agreement, which forms an integral part of these rules.

16. Special requirements for organisations already certified and audited for EMAS by another body

An organisation with a management system, specifically an environmental management system, which is already certified according to a specific standard by another certification body accredited for the organisation's industry, may also request certification from TÜV Italia.
The contents of section 15 of the RGSG will apply.
In situation a) and situation b) referred to in the RGSG, TÜV Italia's certification audit has the object of auditing all the requirements of ISO 14001/2015 and verifying and validating the Environmental Statement according to the methods described in section 6.5 of these rules.

17. Confidentiality

The contents of section 16 of the RGSG will apply.

18. Complaints (or Appeals)

The contents of section 17 of the RGSG will apply.

19. Complaints against TÜV Italia

The contents of section 18 of the RGSG will apply.

20. Disputes

In the event of any dispute with TÜV Italia srl, the Court of Milan has jurisdiction.

21. Financial conditions

The contents of section 20 of the RGSG will apply.