

How do I get certified?

What is a Registrar?

A registrar is an accredited certification body competent to perform audits and issue a certificate confirming that an organization meets the requirements of a standard. (i.e. ISO 9001, AS 9100, etc.)

What to expect from a Registrar?

- They will perform Stage 1 and Stage 2 audits.
 - These are the most intensive and thorough audits. Stage 1 determines your QMS readiness. Stage 2 is the Certification Audit.
- **They will give you a certificate valid for 3 years.**
- They will perform surveillance audits annually to ensure you are still “worthy” of the certificate.

How should I choose a registrar?

1. Ensure that your registrar is accredited by a known accreditation body. Some examples of accreditation bodies are:
 - a. ANAB - the ANSI-ASQ National Accreditation Board
 - b. UKAS - the United Kingdom Accreditation Service
 - c. Italian National System for Accreditation of Certification and Inspection Body (**ACCREDIA**)
 - d. Japan Accreditation Board for Conformity Assessment (JAB)
 - e. Entidad Mexicana de Acreditación (**ema**)
2. Consider relevant experience in the industry.
3. Consider responsiveness of the salesperson and your experience with them. This is key to your experience as a customer. Remember you will be linked to them for 3 years.
4. Consider extra travel expenses that you might encounter if the registrar does not have a local auditor.