



Requirements for Transitioning from Version 2 to 3 of e-Stewards Standard

e-Stewards® Accreditation Bodies, Certification Bodies, Certified e-Stewards Recyclers and organizations in the process of becoming certified to the e-Stewards Standard must meet the following requirements for transition to the e-Stewards Standard Version 3:

1. **For Certified e-Stewards Recyclers:** Certified e-Stewards Recyclers should obtain a copy of the revised **e-Stewards Standard Version 3.0 (V3)**. The Standard has changed in format, fully reflecting the new structure in ISO 14001:2015, as well as some limited changes in performance requirements, and should be reviewed thoroughly. Measures to upgrade the existing management system to conform to V3 should be implemented within 12 months after publication date (i.e. by March 15, 2018). This is to ensure that the upgraded management system is documented, implemented, with results recorded and reviewed by management prior to the next scheduled audit.

Certified e-Stewards Recyclers must have their systems certified to V3 by September 15, 2018, or lose certification on that date, as both the older ISO 14001:2004 standard and e-Stewards Version 2.0 (V2) become obsolete at that time.

Certified e-Stewards Recyclers that have surveillance or recertification audits scheduled before September 15, 2017 may choose to be audited to either V2 or V3 of e-Stewards Standard. After that date, however, all audits will be conducted against V3, and any discrepancies will be noted as nonconformities.

2. **For companies in the process of initial e-Stewards certification:** These organizations may choose to be certified to either V2 or V3 until September 15, 2017. However, V2 becomes obsolete on September 15, 2018, and it is essential to prepare for V3 certification months in advance of audits to ensure that the management system is documented, implemented, with results recorded and reviewed by top management prior to the initial audit.
3. **For e-Stewards Certification Bodies:** Accredited e-Stewards Certification Bodies (CBs) should obtain a copy of the new V3 Standard and review it thoroughly. CBs should implement the revised Standard within their own management systems within 2 months of the issue date of V3 and apply for accreditation to V3 as soon as possible.

All auditors and at least one designated technical review person are required to attend a mandatory e-Stewards V3 Upgrade Auditor Training conducted by BAN's appointed training provider, and are expected to do so within 1-2 months of availability of this course (likely a one-day webinar training, available in April and May 2017).

CB audits of certified e-Stewards that occur prior to September 15, 2017 may be conducted to either V2 or V3 of e-Stewards Standard, as requested by their clients. After this date, all audits

must be conducted against V3. Certification must be withdrawn from any e-Stewards client failing to upgrade and certify its system to V3 by September 15, 2018.

4. **For Accreditation Bodies:** e-Stewards Accreditation Bodies (ABs) should obtain a copy of the new V3 Standard and review the changes thoroughly. All AB assessors and at least one designated technical review person are required to attend a mandatory e-Stewards V3 Upgrade Auditor Training conducted by BAN's appointed training provider, and are expected to do so within 1-2 months of availability of this course (likely a one-day webinar training, available in April and May 2017). ABs shall not be required to perform special witness or office audits of accredited CBs against V3. All regularly scheduled AB witnessed and office audits conducted after September 15, 2017 shall be conducted against V3.
5. **Applicable to All - Expiration of V2 Certifications:** As of close of business on September 15, 2018, Version 2 of the e-Stewards Standard will be withdrawn by the Basel Action Network, and all accreditations and certifications to Version 2 must be withdrawn and become invalid.

NOTE: Version 2 of the Standard will no longer be available on the e-Stewards website after September 15, 2017, in order to encourage a shift to V3. If needed after that time, however, V2 and its Sanctioned Interpretations will be available by contacting info@e-stewards.org, until September 15, 2018.