



CERTIFICATION EVENT PROCESSES

The following processes pertain to the CyberSecure Canada certification scheme. All other schemes offered by Bulletproof will follow the certification process set out by PECB.

CERTIFICATION PROCESS

The process for certification begins with a candidate making an application for certification. When the application has been reviewed and approved, the candidate will enter into a legal contract for certification services and have a formal audit performed. Details on the audit process can be found in Bulletproof's Audit Process document. At the end of the audit, a decision is made based on the audit results.

GRANTING CERTIFICATION

If the audit results show a candidate to comply with the requirements of the standards and the auditor makes a recommendation for certification, the certification manager or their designate will review the outcome and if in agreement, approve the certification.

REFUSING CERTIFICATION

If the audit results show a candidate to not comply with the requirements of the standards and the auditor makes a recommendation to not certify, the certification manager or their designate will review the outcome and if in agreement, refuse the certification.

If there are any other reasons that arise during the application or audit process where the auditor or certification manager feel that certification should not be awarded, then certification will be refused.

In the event a candidate disagrees with the outcome of the audit activities, they are directed to Bulletproof's documented Complaints and Appeals process.

MAINTAINING CERTIFICATION

A candidate is required to keep their management system current and updated with all requirements of the standard and undergo an annual surveillance audit in order to maintain their certification. In the event the candidate fails to perform their annual surveillance audit or maintain their management system, the certification could be revoked or suspended.

RENEWING CERTIFICATION

At the end of the certification cycle¹ the candidate must undergo a recertification audit in order to renew their certification. The recertification audit process can be found in Bulletproof's Audit Process document. The results of this audit will determine if renewal will be granted or refused.

SUSPENDING, RESTORING AND WITHDRAWING CERTIFICATION

If at any time the management system is no longer compliant or if the annual surveillance audit is not performed, Bulletproof can suspend the certification until such a time as compliance is restored or the missing audit performed. If these activities are not performed within six (6) months of the required date then the certification will be determined to be no longer applicable and will be withdrawn.

¹ 2 year cycle for CyberSecure Canada (CSC) / 3 year cycle for ISO/IEC 27001:2013, ISO/IEC 27001:2022, ISO/IEC 27701:2019 and WLA-SCS:2020.



If appropriate actions are taking within the six (6) month timeline, and verified through audit activities, then the suspended certification will be restored.

Revision History

Version	Change Description	Date
1.0	Initial Release	2022-04-25
1.1	Updated to remove PECB and place all under Bulletproof	2023-10-12