

# UNDERSTANDING THE PROCESS USED TO AUDIT YOUR FACILITY



Are you considering getting certified by NSF International or wondering about the way we conduct audits at facilities?

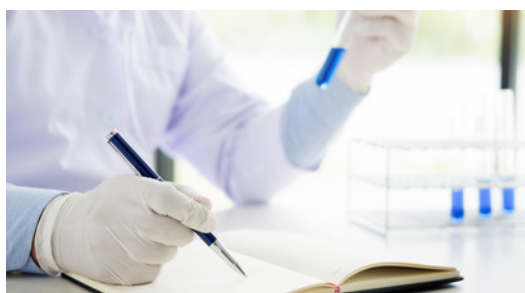
An audit of your production facility is one of the seven steps of the NSF International certification process.

As part of your certification, your facility will be audited annually. This frequency may vary depending on standard and policy requirements.



At NSF, we take auditing very seriously to maintain and guarantee the high quality of the certification we provide. This is why we want to be transparent and explain everything you need to know about how we conduct audits at your facility.

A typical NSF product certification audit consists of a thorough walkthrough of the production facility. An NSF auditor evaluates the production facility against the pre-determined set of criteria applicable to the NSF standard (and related policies) you want to certify your product to.



## HOW DOES IT WORK?

Audits are conducted according to the following effective and simple process:



## HOW LONG DOES IT TAKE?

The duration of the audit itself depends on the size of your facility, the number of products to be audited and the scope of the NSF certification. On average, it takes three to four hours.

## WHAT DO YOU NEED TO PREPARE?

There are no special preparations required for this inspection. All you need to do is to ensure that you have all correspondence received from NSF's program office available in preparation for this visit. The auditor will also review purchasing records and your system used to log and respond to complaints. Having those records available and organized will make the audit more efficient.

## WHAT DO YOU RECEIVE?

At the end of the audit, the NSF representative will show you a full audit report which will then automatically be emailed to the designated company contact. In case any corrective actions are required, you will be guided by the NSF audit services team and your account manager, who remains your dedicated point of contact within NSF.

**AS A CLIENT, YOU CAN CONTACT YOUR ACCOUNT MANAGER ABOUT ANY ADDITIONAL QUESTIONS YOU MAY HAVE ON YOUR AUDIT!**

## NSF INTERNATIONAL

E [americas@nsf.org](mailto:americas@nsf.org) | [europe@nsf.org](mailto:europe@nsf.org) | [middleeast@nsf.org](mailto:middleeast@nsf.org) | [asia@nsf.org](mailto:asia@nsf.org) | [www.nsf.org](http://www.nsf.org)