



# IS-BAH Policy



## IS-BAH™ Policy 2016-01

### Subject – IS-BAH™ Workshop Attendance Further Clarification

#### 1. Purpose

This IS-BAH Policy has been developed to address specific measures that are being taken to enhance the oversight of the IS-BAH audit programme and the integrity of the IS-BAH programme in general.

This policy enters into force with immediate effect.

#### 2. Discussion

As the IS-BAH™ Programme gains momentum we strive continuous improvement opportunities where they arise. A recent request has highlighted the need to further review and provide clarity to the Standard requirement for those FBO/BAHAs who seek IS-BAH™ registration to send a representative to the “Fundamentals of IS-BAH™” workshop prior to scheduling any external audit.

This policy provides details on the clarification.

#### 3. Policy

##### 3.1 “Representative” clarification

The intent of the mandated requirement for a representative of an organization seeking IS-BAH™ Registration is to ensure that it will foster a complete and full understanding of the Programme and its implementation process by the FBO/BAHA directly. It is therefore important to clarify that the “representative” who attends the workshops shall be an employee of the organization with an established connection to the facility seeking registration.

##### 3.2 Contracted staff.

Persons attending the workshops under contract to an organization for the purposes of fulfilling this requirement shall state, in writing, which organization they are contracted to on successful completion of the Fundamentals of IS-BAH™ workshop. Declarations shall be sent to the IS-BAH™ Audit Manager



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[auditmanager@ibac.org](mailto:auditmanager@ibac.org) Persons acting on behalf of one organization in such a capacity will be ineligible to do so for subsequent parties.

**Approved by** Terry Yeomans, IS-BAH™ Programme Director, April 01st, 2016