

## Registration Suspension Processes

### Handling of data submitted for TL 9000 registrations under suspension

- 1) When an Organization's registration is placed on suspension, any data submissions or resubmissions for that registration will be marked as "Not Certified". This means data can still be submitted and or resubmitted to the repository BUT that data is not included in the Performance Data Reports (PDR).
- 2) When that Organization's registration is returned to "Certified" status, future data submissions will be included in the PDRs.
- 3) Should the organization wish to have data for that registration, which was submitted during their suspension included in the PDRs, the data must be resubmitted after their certification status has been reinstated.

### Decertification of TL 9000 registrations on suspension

- 1) If 90 days after a registration is placed on suspension corrective action has not been taken to remove the suspension, then that registration will become decertified. This means the registration profile will not be visible to the public. The registration essentially goes back to pre-certification status.

### Reasons to place a TL 9000 registration into suspension:

- 1) Late data submissions – this is done automatically per the late data submissions rules implemented in the Measurements Repository System
- 2) If it is identified that a registration has one or more product categories misclassified as per the rules defined by the PDR improvement team, the registration will be placed in suspension and all data submissions in the mis-classified product category will be put in 'Not Certified to TL 9000' status. This means the data will not be included in the PDRs.
- 3) If a registration's private profile is edited to remove all locations and/or all product categories, then the registration will be immediately placed in suspension.

### Removing a TL 9000 registration from suspension:

- 1) Only the registration's CB can remove a suspension