

## SCC-VAZ 2021 – FAQ (as of 30.04.2022)

### 1. How long do SGU Personnel certificates according to SCC Rules and Regulations 2011 remain valid?

Certificates according to SCC 2011 Doc. 016, 017 or 018 will no longer be recognised for certifications according to SCC-VAZ 2021 or by plant operators from 01.11.2026, even if the validity on the certificate has not yet expired.

### 2. How long do SCC certificates according to SCC Rules and Regulations 2011 remain valid?

All customers whose SCC 2011 certificates show a validity between 01.05.2023 and 30.10.2024 are to be informed that the certificates must be withdrawn on 30.04.2023, irrespective of the validity on the certificate, if they have not been converted to SCC-VAZ 2021 beforehand.

### 3. We would like to be certified for SCC-VAZ or SGU Personnel, where can I find the requirements?

You can find the programme documents here:

<https://vaz-ev.de/index.php/zertifizierungsprogramme/scc/dokumente>

### 4. We would like to be accredited for SCC-VAZ or SGU Personnel, what are the prerequisites for this?

For this you are required to be accredited by the DAkkS (according to ISO 17021 for SCC-VAZ 2021 and according to ISO 17024 for SGU Personal VAZ 2021). You must also conclude a licence agreement for SCC-VAZ / SGU Personnel VAZ with VAZ e.V. We will send you the requirements you need to fulfil. Please contact us ([scc@vaz-ev.de](mailto:scc@vaz-ev.de)).

### 5. We would like to have our current accreditation for SCC or SGU Personnel changed to SCC-VAZ 2021, what are the requirements?

The DAkkS requirements can be found here <https://www.dakks.de/de/dokument-detail.html?id=umstellungsanleitung-fur-akkreditierungen-im-bereich-scc-sicherheits-zertifikat-contraktoren>

Furthermore, you should have already been contacted by us by e-mail due to your existing accreditation with the DAkkS. If this is not the case, please contact us.

### 6. Is it permissible for people belonging to a company to receive personal certificates after successful individual examination without the associated company having a certification according to SCC?

Yes, that is possible. However, individuals must meet the examination requirements.

**7. We are a training institution for SCC and would like to cooperate with the VAZ. How is this possible?**

VAZ e.V. does not offer cooperation with / or approval of training providers.

**8. Are the programme documents also available in languages other than German?**

An English version is still to be published. The respective certification bodies or training providers are responsible themselves for any other versions. The German version is always the valid one if any clarifications are necessary due to possible language differences.

**9. Calculation of the number of employees: May part-time workers (part-time workers with different hourly variations, half-time workers, mini-jobbers, etc.) be calculated on a pro-rata basis in the sense of determining full-time equivalents (FTE) or is it the "headcount" that is conclusive?**

Even if only the IAF MD documents explicitly mentioned in the SCC-VAZ 2021 programme apply, the rule applies that generally valid and recognised procedures can also be applied to SCC-VAZ 2021 as long as no other interpretation is mentioned in the rules and regulations. In this case, it is therefore valid that the percentage consideration of part-time employees is permissible, and no headcount is necessary in the calculation of the audit effort. However, it should be noted that this cannot be applied when deciding whether SCC\* or SCC\*\* is valid.

**10. An additional audit effort of at least 0.5 man-days is prescribed for the conversion of the certification. What is this additional requirement based on?**

As part of the conversion audit, it must be checked whether the certified company has adapted its own processes and documents to the changed requirements of the SCC-VAZ 2021. This mainly concerns the changed validity of the training certificates according to Doc. 016, 017 and 018 and the documents and planning for training courses to be adapted with them.

**11. Are foreign certification bodies permitted to be accredited for SCC-VAZ 2021 and if so, according to which requirements?**

SCC-VAZ is open to all certification bodies that can plausibly demonstrate that they want to certify companies intending to work in Germany. In cases where companies working in other countries are also certified, it is the responsibility of the body to determine the local requirements and to prove their completeness within the framework of the DAkkS accreditation.

In any case, an application for accreditation for SCC-VAZ must be submitted to DAkkS for valid accreditation. In order to submit such an application for SCC-VAZ, a licence agreement must be concluded with VAZ e.V. for SCC-VAZ.

Should you wish to enter into such a licence agreement with us, please send a written request to [scc@vaz-ev.de](mailto:scc@vaz-ev.de).

**12. Are foreign certification companies permitted to be accredited for SCC-VAZ 2021 and if so, according to which requirements?**

Companies with a defined legal form such as AG, GmbH, KG, OHG, UG or owner-managed companies are eligible for certification. Under certain conditions, branches or organizational units of companies are eligible for certification.

Companies that are not based in Germany but wish to operate in German-speaking countries can also be certified for SCC or SCP. The basis is the SCC VAZ programme in the available German or English version.

In principle, certification can only take place once the company's relevant guidelines and documentation have been in force for at least three months.

**13. How is the certificate term of SGU Personnel certificates to be issued during the changeover period from SCC 2011 to SCC-VAZ 2021?**

- All training certificates in accordance with Doc. 016, 017 and 018 of the SCC 2011 Rules and Regulations issued after 01.11.2011 and before 01.11.2021 will no longer be recognized on 30.10.2026.
- All certificates issued before 01.11.2011 retain their 10-year validity.
- All certificates issued after 01.11.2021 only have a validity of 5 years. This applies to certificates according to SCC 2011 as well as the SCC-VAZ 2021, because only when a certification body has an accreditation according to SCC-VAZ 2021 may certificates be issued according to the new scheme.

**14. We would like to carry out SGU Personnel examinations according to SCC-VAZ 2021 as per Document 016. Where can we find the list of questions?**

The current SCC-VAZ 2021 list of questions for SGU Personnel is identical in content to that of the DGMK from 06/2017.

You can find this list of questions here:

[https://dgmk.de/app/uploads/2019/10/SGU-Pr%C3%BCfungsfragenkatalog-06\\_2017-1.pdf](https://dgmk.de/app/uploads/2019/10/SGU-Pr%C3%BCfungsfragenkatalog-06_2017-1.pdf)

After consultation with the DGMK, you can therefore continue to use it.

As soon as there is a new version of the SCC-VAZ 2021 list of questions, it will be published on the VAZ homepage and will then apply to SGU examinations for SCC-VAZ 2021 in the future.

**15. How will the mandatory reports of the certificates of the certification bodies to the programme owner be made in the future?**

All SCC 2011 report will continue to be sent to DGMK – until further notice with publication at <https://dgmk.de/themen/scc/>

All certification bodies that have to report according to SCC-VAZ 2021 will be informed about the reporting obligations in the first quarter of 2022.

## **16. How long are SGU Personnel certificates for SCC 2011 issued under the VAZ licence agreement valid?**

SGU Personnel certificates in accordance with SCC 2011 are to be issued by VAZ after the licence agreement has been concluded in accordance with the transitional regulations for a period of validity of 5 years. Nevertheless, the cut-off date of 31.10.2026 applies by which time all SCC 2011 personal certificates are recognised at maximum. This primarily refers to certificates with a term of 10 years.

SGU Personnel certificates issued between 01.11.2021 and 31.10.2022 with a term of only 5 years are valid for the full 5 years regardless of the cut-off date of 31.10.2026. This regulation prevents a distortion of competition for certification bodies that complete their assessment later than other certification bodies.

## **17. Where can I find the list of SCC/SCP certificates?**

At present, you can still retrieve them from the DGMK:

SCC: <https://dgmk.de/publikationen/scc-zertifizierte-kontraktoren/>

SCP: <https://dgmk.de/publikationen/scp-zertifizierte-kontraktoren/>.

If you have not found the answer to your question here, please send an e-mail to [scc@vaz-ev.de](mailto:scc@vaz-ev.de).