

	AMARK RATINGS PRIVATE LIMITED BHOPAL		PROCEDURE
DOC.NO. AMR-ID-P4.1-01	ISSUE 01	REVISION 01	15 November 2024

1. PURPOSE

To provide a framework for operation of Inspection/Audit Schemes in an objective and impartial manner to enhance client confidence in Inspection/Auditing Services.

2. SCOPE

This covers impartiality issues related to Inspection/Audit Schemes

3. RESPONSIBILITY

3.1 CEO is responsible for management of impartiality in the operation of inspection/Audit schemes

3.2 In charge ID is responsible to ensure implementation of management of impartiality in the operation of inspection schemes.

4. PROCEDURE

4.1 The AMR-ID undertakes inspections/Auditing activities in an impartial manner without any discrimination (AMR-ID-01).

4.2 AMR-ID has ensured impartiality in its operation and has established an impartiality committee (See AMR-ID-G4.1-01) on which a broad-spectrum of interests is represented without any predominance by any one interest to oversee activities of inspection/Auditing to ensure impartiality.

4.3 AMR-ID is responsible for the impartiality of its inspection/Auditing activities and it does not allow commercial, financial or other pressures to compromise impartiality.

4.4 AMR-ID is a part of legal entity of A-MARK Ratings Pvt. Ltd. but no conflict of interest exists between ID operation and operation of other functions (See fig 01 in QM). The information on activities performed by the other functions of AMR is maintained up to date in the context of conflict of interest (See Appendix C of Quality Manual).

4.5 AMR-ID has conducted risk analysis (See AMR-ID-02) and it identifies risks to its impartiality on an Ongoing basis at least once a year unless any aspect of risk comes to light earlier. It has included those risks that arise from its activities, or from its relationships, or from the relationships of its personnel.

4.6 The relationships do not necessarily present a risk to impartiality. But the Inspection/Auditing Service anticipates that their staff may encounter situations where undue pressure is applied and has established the following measures to counter such pressures:

- a) Guidance to staff on acceptable behaviour (See AMR-ID -P6.1-02), and
- b) Creation of systems to record and respond to such instances.

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4.7 When a risk to impartiality is identified, AMR-ID has developed measures to demonstrate how it eliminates or minimizes such risk through risk analysis (See ANNEX A -AMR-ID-01). It ensures that all the decisions taken are based on objective evidence of conformity or nonconformity obtained during the inspection/Auditing process by competent inspectors/Auditors.

4.8 AMR and its personnel shall not engage in any activities that may conflict with their independence of judgment and integrity in relation to their audit activities. In particular, they shall not be engaged in the design and establishment of a FE, supply, purchase, and installation, maintenance of equipment or services used in a FE and prohibited from any kind of consultation or offering training.

4.9 AMR shall not be related to an entity that is engaged in the design and establishment of a FE, supply, purchase, and installation, maintenance of equipment or Services used in an FE including any kind of consultation or training.

4.8 AMR-ID has the following statement from the top management expressing commitment to impartiality.

STATEMENT OF IMPARTIALITY

The Management of AMR Inspection Services recognizes and understands the importance of being impartial, and of being seen to be impartial, in carrying out its Inspection activities through:

- ◆ Identification of potential conflict of interest,
- ◆ Elimination / just resolution of any conflict,
- ◆ Impartiality of inspection personnel,
- ◆ Impartiality of committee members,
- ◆ Ensuring objectivity in inspection activity.

CEO
AMR Inspection Services

4.8 AMR-ID is independent to the extent that is required with regard to the conditions under which it performs its services (See Fig.01 in QM). Depending on these conditions, it conforms to the minimum requirements stipulated in Type A inspection body ([See AMR-ID-01](#)).

4.9 AMR-ID ensures that all inspectors sign declaration of impartiality

5. REFERENCES

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AMR-ID -G4.1-01 Guidelines for Impartiality Committee

AMR-ID-P4.1-01F01 Impartiality and confidentiality statement from Staff

AMR-ID-P4.1-01F02 Impartiality& confidentiality statement from members of committees

AMR-ID-P4.1-01F03 Impartiality & confidentiality statement from sub-contracted personnel

AMR-ID-P4.1-01F04 Appointment of Impartiality Committee

AMR-ID-P4.1-01-F05 Non Conflict of Interest

AMR-ID-P4.1-01-F06 CS Committee Meeting

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