

SGS Consultants Connect Scheme

MEMBERSHIP GUIDELINES

Issued April 2024



1. Introduction

The SGS Consultants Connect Scheme's primary objective is to build a mutual and beneficial network with consultants working in the management systems arena. Built on engagement, experience, and communications, we aim to raise awareness of the ISO framework to a wider audience.

Member consultants will be able to gain a variety of benefits to support organizations achieve certification. The scheme does not endorse, guarantee, or certificate the work of any consultants.

2. Membership criteria

The Consultants Connect Scheme is for individuals or consultancy companies working within the management systems arena. Applications to join the scheme will be assessed against the criteria and information supplied on the application form, which can be subject to change. The scheme is free to join and if granted will be for a period of 12 months. The membership criteria are as follows:

- Supply evidence that you can support clients through the certification process.
- Actively engaged with multiple SGS hosted events/campaigns within a 12-month period.
- Take part in meetings with the Sales and/or Membership team to discuss leads, opportunities, trends in the market and updates to the scheme.

3. Membership renewal

Membership is granted for a period of 12 months. To qualify for renewal of your membership the consultants, must retain the entry criteria set out in section 2 within the 12-month membership period.

4. Consultant groups

Where the application is for a consulting company then the company is required to meet the membership, criteria outlined in section 2 above. In the case of a network of consultants then they can apply as a group, but each named consultant must meet the criteria individually.

5. Scheme benefits

Member consultants will have access to varying benefits. Benefits include notifications about certification updates, use of a dedicated scheme graphic, access to dedicated LinkedIn group, discounted training opportunities for both members and clients, and invitations to join networking, training, development sessions, focus groups, round tables, partnership discussions and other SGS hosted events. These benefits are subject to change.

6. Application for membership

To apply for membership of the SGS Consultants Connect Scheme the consultant must first contact the membership team at SGS (gb.consultantsconnect@sgs.com).

SGS aims to process all applications within three weeks of receipt. This will allow us time to verify the information supplied and contact applicants if required for further information. Once granted we will send you your dedicated scheme graphic.

If having reviewed the application and we cannot grant membership, then we will contact you by phone to explain the reasons but also to give you the opportunity to discuss this further. This step is designed to ensure that we are fully aware of all relevant information prior to not granting membership. SGS shall be entitled to reject an application on a discretionary basis and SGS shall not be held liable in any way for any such decision. If we are still unable to grant membership, then the consultant can formally appeal to the Head of Sales.



7. Consultant's obligations

To gain membership of the scheme the consultant must meet the criteria set out in section 2 of this document and in order to continue with their membership, meet the criteria set out in section 3.

In addition, the consultant should sign a declaration confirming that no consultant listed in this application has not been convicted of a criminal offence. All named consultants will have read and agree to abide by the [SGS Code of Integrity](#), and [Terms and Conditions](#) and acknowledge that breaches of these will lead to termination of their membership.

The consultant should keep SGS updated of any changes to the details contained in their application as any changes may alter their self-declaration.

By completing the application document, the consultant agrees that SGS may contact the organization(s) listed to verify the information given. Therefore, the consultants should ensure that providing this information does not breach any non-disclosure or confidentiality agreement in place.

To maintain membership consultants shall be bound by these guidelines along with the [SGS Code of Integrity](#).

8. Use of the graphic

If you are granted a membership, and during the period of your membership, the consultant may use the issued graphic to promote membership of the SGS Consultants Connect Scheme. The graphic may be used on the consultant's advertising such as letterheads, business cards and on their website. This list is not designed to be exclusive, so please contact the membership team regarding any questions on how the graphic can be used.

Several exclusions exist on the use of the graphic including:

- Altering the graphic with the exception of documents printed in more than one colour. The graphic should be used in priority in grey (pantone code 424) and in orange (pantone code 021). However, the consultant may also use the graphic in grey (65% screened black).

- The graphic should not be used as the lead graphic, avatar or profile picture on social media channels including Facebook, LinkedIn, Twitter or similar.
- The graphic should not be used on consultancy reports or certificates issued by the consultant.
- In both written and verbal communications, the consultant should not state or infer that SGS has certificated, endorsed, or otherwise approved the work of the consultant.

9. Withdrawal from the membership scheme

The consultant may withdraw from the scheme at any time during the membership period by writing to the membership team signaling their intention and date of withdrawal. There is no notice period required but attention is drawn to the requirement detailed below about continued use of the graphic.

SGS reserves the right to withdraw membership of the scheme if the consultant is found to be in breach of the rules and guidelines given in this document. SGS also reserves the right to immediately withdraw the SGS Consultants Connect Scheme in the event of any suspected or alleged or confirmed breach of the SGS Code of Integrity. In these cases, SGS will terminate the membership immediately without any notice period.

If the consultant's membership is not renewed after the 12-month membership period, then the membership will be considered lapsed. SGS will give a minimum of one month's notice of intention to withdraw membership.

Once membership has terminated, lapsed, or withdrawn by either party then the consultant should forthwith discontinue the use of the graphic or any reference thereto and will not thereafter use any copy or imitation thereof. Any cost of discontinuing with the graphic is at the consultant's expense.

Contact gb.consultantsconnect@sgs.com for further information.

SGS

When you need to be sure