

Policy – The Constructor Certification Commission will maintain a comprehensive management system to ensure all of its processes meet the criteria required by the American National Institute



needed improvements, those responsible for making them and the deadline for them to be completed. Any needed changes in existing Commission policies and procedures will be accomplished in accordance with Commission Policy 5.10. The corrective action plan will be documented and said documentation will be placed in the Commission's Management Contractor's files. In addition, the Commission Chair will be responsible to follow-up to ensure the plan is implemented to alleviate the respective nonconformities, including as assessment of the effectiveness of corrective actions. Finally, the Commission Chair will be responsible to report to the Commission during the next Management Review of the status of the implementation and effectiveness of said plan.

3. Also during the Management Review if any potential nonconformities (and their possible causes) in the operations of the Commission are identified, the Commission will assess the need to take needed action to prevent the occurrence of the identified potential nonconformities. And if needed, to develop a formal plan to prevent the potential nonconformity including required preventative activities needed to be taken, those responsible for said activities and a time line by which the activities must be completed. Any needed changes in existing Commission policies and procedures will be accomplished in accordance with Commission