

Submitting an Expansion Application

Competency-based Management System Programs

Certified professionals may apply to expand their qualification-based certification at any time at a cost or on recertification for free. An expansion is when you choose to upgrade your certification to a higher grade or to add scope/s to your certification.

Applicants are required to provide evidence of the requirements for the grade and/or scope sought, as defined in the certification requirements.

Expand from Provisional Auditor	Auditor	Principal Auditor	Lead Auditor	Master Auditor
Designed For	Auditors who audit as a member of an audit team and/or as a sole auditor.	Auditors who audit as a sole auditor.	Auditors who lead audits and audit teams.	Experienced auditors with at least 12 years of lead auditor experience.
Training			Exemplar Global Lead Auditor training.	Exemplar Global Lead Auditor training.
Work Experience	Four years of full-time work experience, plus two years of industry experience.	Four years of full-time work experience, plus two years of industry experience.	Four years of full-time work experience, plus two years of industry experience.	Twelve years of full-time work experience, plus 12 years of industry experience.
Audit Experience	Skill examination in the role of Auditor during a conformity audit for the scheme	Skill examination in the role of Principal Auditor during a conformity audit for the scheme	Skill examination in the role of Lead Auditor during a conformity audit for the scheme	Same as Lead Auditor plus 12 years or more of continuous certification as a Lead Auditor.

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Expand from Auditor	Principal Auditor	Lead Auditor	Master Auditor
Designed For	Auditors who audit as a sole auditor.	Auditors who lead audits and audit teams.	Experienced auditors with at least 12 years of lead auditor experience.
Training		Exemplar Global Lead Auditor training.	Exemplar Global Lead Auditor training.
Work Experience			Twelve years of full-time work experience, plus 12 years of industry experience.
Audit Experience	Skill examination in the role of Principal Auditor during a conformity audit for the scheme.	Skill examination in the role of Lead Auditor during a conformity audit for the scheme.	Same as Lead Auditor plus 12 years or more of continuous certification as a Lead Auditor.

Expand from Principal Auditor	Lead Auditor	Master Auditor
Designed For	Auditors who lead audits and audit teams.	Experienced auditors with at least 12 years of lead auditor experience.
Training	Exemplar Global Lead Auditor training.	Exemplar Global Lead Auditor training.
Work Experience		Twelve years of full-time work experience, plus 12 years of industry experience.
Audit Experience	Skill examination in the role of Lead Auditor during a conformity audit for the scheme.	Same as Lead Auditor plus 12 years or more of continuous certification as a Lead Auditor.

Expand from Auditor	Master Auditor
Designed For	Experienced auditors with at least 12 years of lead auditor experience.
Training	
Work Experience	Twelve years of full-time work experience, plus 12 years of industry experience.
Audit Experience	Twelve years or more of continuous certification as a Lead Auditor.

This is a "controlled" document on day of printing only. Refer to the BMS online for current documents.

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Scopes of certification

Please refer to individual certification requirements for details on scopes.

Skill Examination Arrangements

For competency-based certification programs applicants are required to make the arrangements for their skill examination. Skill examiners can be located on the [Exemplar Global Search Register](#).

Conflict of Interest

Any actual or potential conflict of interest must be declared/referred to an Exemplar Global examiner prior to conducting the examination. Exemplar Global will decide and advise on conflict of interest prior to the skill examination. Refer to the Exemplar Global [impartiality and conflict of interest](#) guidelines.

Resources

Download the Exemplar Global [Code of Conduct](#)

Download the Exemplar Global [Management Systems Skill Examination report](#)

Download the Exemplar Global [Personnel Certification guide](#)