



Secure Your Business

CIS Certification &
Information Security Services Ltd.

General Conditions for Holders of Certificates of CIS Certification & Information Security Services Ltd.

Rights and duties

1. Holders of Certificates pledge to do their best to promote, establish and maintain modern management techniques (ISMS – Information Security Management Systems) as they are specified by CIS Ltd. in the course of their professional activities.
2. Holders of Certificates pledge to specifically supplement and continuously update their knowledge and skills by attending relevant technical events (e.g. those offered by CIS), studying literature and actively participating in experience exchange groups.
3. Holders of Certificates pledge to take all the refreshing measures necessary for maintaining the validity of the respective CIS Certificates in due time. These measures are documented in the respective programmes.
4. Holders of Certificates pledge to provide documentation necessary to evidence their competence and practical experience (e.g. interim reports or job descriptions), which must be true to the actual states of affairs.
5. Holders of Certificates are obliged only to use CIS Certificates for the intended purpose. Notwithstanding this, the proprietary rights relating to the Certificates remain with CIS Ltd. If a Certificate is used for a purpose other than the intended purpose, it will have to be withdrawn. If necessary, legal action will have to be taken.
6. Holders of Certificates agree that CIS Ltd. maintains a list of all the holders of Certificates and also publishes this list or makes it accessible to the public (e.g. in the internet).
7. Holders of Certificates are obliged to immediately communicate all the written complaints that come to their knowledge and are personally directed against them by third parties to the CIS Certification Body in writing. The Certification Body can investigate into the respective complaint.
8. Each holder of a Certificate (or even person applying for a Certificate) has the right to have a look at the processes leading to certification of competence – after informing CIS Ltd. in writing before.
9. Each holder of a Certificate has the right to apply for prolongation before expiry of the period of validity of his/her Certificate and to obtain prolongation if the conditions are fulfilled.
10. Holders of Certificates are to initiate and maintain cooperation with colleagues from other companies, sectors and areas. At activities of this kind (e.g. experience exchange groups or circles), they have the right to ask CIS Ltd. for support.
11. Holders of Certificates pledge to comply with these “General Conditions for Holders of Certificates”. They take note that the CIS Certificate can be withdrawn if the conditions are not complied with. If the CIS Certificate is withdrawn, it will have to be returned to the Certification Body immediately. If the owner of the Certificate no longer feels capable of complying with these “General Conditions for Holders of Certificates”, he/she will be obliged to return the corresponding Certificate.