CONVERT

FORM 3 PLANNING ONLY · SUBMIT NATA'S OWN CHECKLIST (SAF 10.13)

ISO/IEC 17020:2026 conversion planner

NATA's Implementation Checklist lists 52 clauses with new (N) or major (M) changes, and you answer every one, with evidence, before your scope moves to the new edition. This planner groups them so you can give each an owner and a date.

> Works from: NATA SAC 10.02 Transition Policy (Aug 2026): all assessments against the 2026 edition from 1 October 2026; conversion at your next scheduled assessment, or earlier as a chargeable variation; facilities not transitioned by 31 March 2029 "will have their accreditation suspended". Clause list: NATA SAF 10.13 Implementation Checklist and Gap Analysis (Aug 2026).

OUR NEXT SCHEDULED NATA ASSESSMENT	CHECKLIST AND EVIDENCE READY BY	STANDARD PURCHASED	PERSON RESPONSIBLE
From our assessment programme	Part of the pre-visit arrangements	NATA says you must obtain a copy	One name

CLAUSES	M/N	WHAT CHANGED (OUR PARAPHRASE OF NATA'S GAP ANALYSIS)	OUR EVIDENCE	OWNER	DUE	DONE
5.1, A.1, A.2	M	Independence: Type A or Type non-A, now in Annex A				○
5.2.4	M	Insurance or reserves matched to analysed risks and liabilities				○
5.2.5	M	Documented contract conditions; internal agreements				○
5.3.1, 5.3.2, 5.3.4	M	Structure, technical management, authority for the management system				○
6.1.2, 6.1.5	M	Competence process; monitoring programme at a defined frequency				○
6.2.4–6.2.8	M/N	Equipment: identified, checked, verified before (re)use, traceable				○
6.2.9	M	Technology incl. data processing, AI, AR, remote: suitable, secure, maintained				○
6.3.1–6.3.3	N/M	Externally provided products and services; provider selection and monitoring				○
7.1.1, 7.1.3–7.1.5	N	Review of requests, tenders and contracts, with records				○
7.2.4–7.2.6	N/M	Method development; judgement relying on technology; AI results; validation				○

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CLAUSES	M/N	WHAT CHANGED (OUR PARAPHRASE OF NATA'S GAP ANALYSIS)	OUR EVIDENCE	OWNER	DUE	DONE
7.4.3, 7.4.4	N	Records name influential equipment; amendments traceable, originals kept				○
7.5.1, 7.5.2	N	Data system validated; software changes controlled; system failures recorded				○
7.6.2, 7.6.6	M/N	Report content; simplified reporting by agreement				○
7.7.1–7.7.3	M	Appeals: procedure, publicly available process				○
7.8.1, 7.8.2, 7.8.7	M	Complaints: procedure, publicly available process				○
8.1.1, 8.1.2, 8.2.2	M/N	Management system restructured; policies on competence and impartiality				○
8.4.1–8.4.4	N	Risks and opportunities; proportional actions; client feedback				○
8.5.1–8.5.3	M/N	Nonconformities incl. inspection work; recall or withhold where needed				○
8.6.1, 8.6.2	M	Internal audits at planned intervals covering everything				○
8.7.1, 8.7.2	M	Management review with the expanded inputs				○

Four that catch small bodies out

☐ **5.2.4 / 8.4** Our reasoning on insurance and risk is written down

☐ **7.1** Phone and text job requests leave a record of what was agreed

☐ **7.5.1** Software, template and firmware changes go through a change log

☐ **6.2.9 / 7.2.5** We know which tools inspectors rely on, AI features included

NOTES FOR THE VISIT

PAGE OWNER VERSION / DATE REVIEW AGAIN BY

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