

Management of Registration Profiles

Dated March 4, 2020, Revision 3

Organizations that wish to become certified to TL 9000 will first create a TL 9000 registration on the Registration Management System (RMS). Each TL 9000 registration has a 'private' registration profile that defines the organization's proposed parameters for eventual certification. Once the organization's registration is audited and certified, then a second profile is created in the RMS and made available to the public. This is the certified or public profile of the registration.

After certification the organization can propose changes to the parameters of the certification by changing their private registration profile. Some of these changes will be immediately reflected on the public certified profile but most changes require approval by the Certification Body (CB) before the changes show to the public.

Once certified, an Organization can edit their private registration profile, which is visible only to approved registration administrators within the organization and their CB. The following fields can be edited by the Organization:

- Registration Name
- Certification Body/Registrar
- Accreditation Body
- Using ASRP
- Specialty Option
- Nace Code – Hardware
- Nace Code – Software
- Nace Code - Services
- ISO Scope
- TL 9000 Scope
- Profile Locations
- Product Categories
- Not Applicable Requirements
- Exemptions
- Link new profile - Link to another TL 9000 Registration
- Primary Registration Administrator
- Alternate Registration Administrators

Changes to the following fields will immediately flow to the public certified profile – that is, the public certified profile will immediately be synced with the information from the private registration profile.

- Primary Registration Administrator

Alternate Registration Administrator
Deletion of Location(s)
Deletion of Product Categories

Changes to the following fields must be approved by the CB before they are shown in the public certified profile:

Registration Name
Using ASRP
Specialty Option
Not Applicable Requirements
Exemptions
Certification Body Name
Accreditation Body (Only if the CB is accredited by more than 1 AB)
Nace Code – Hardware
Nace Code – Software
Nace Code – Services
ISO Scope
TL 9000 Scope
Adding or modifying location(s)
Adding Product Categories
Link new Profile

After a change is made to the private registration profile, which does NOT automatically flow through to the public certified profile, the Organization must work with their CB to assure the information is accurate. Once this has been done, the CB must approve and recertify the registration profile changes to synchronize the public and private profiles.