



e-Stewards® V4.0 Transition Plan for existing and potential clients:

Revised 7/1/2020

PJR values both existing and potential new clients. It is our wish to provide clear communication of revisions of standards, and any associated transition requirements, to assist in a seamless transition process. Deadlines and registrar expectations can be overwhelming; we will assist in navigating the complex process with insight from the registrar's perspective. To avoid confusion and lapse of certification for those already certified to e-Stewards V3.1, here are some key dates regarding the transition:

- After December 31, 2020, all e-Stewards audits must be conducted to V4.0.
- PJR suggests an internal deadline for transition audits to occur by June 1, 2021, in order to prevent a lapse in certification. (Clients due in Q4 of 2020 can either transition before the deadline in 2020 as scheduled, or transition in Q1-Q2 2021 earlier than normally due.)

As a reminder, PJR allows 60 days for any corrective actions that may be required in response to nonconformances. This deadline also accounts for the time related to certification decision-making activities, including the time necessary for the PJR Executive Committee to review the package and for the Certificate team to process and issue the certificate.

- Any certificates that have not been transitioned and issued to V4.0 by August 24, 2021 will be withdrawn and become obsolete.

Note: The results of audits to V4.0 will not negatively impact a certified organization's certification status to V3.1, if conformance is still demonstrated through August 24, 2021.

Clients may transition to e-Stewards V4.0 during a surveillance or recertification audit. PJR reserves the right to add audit time to a surveillance audit to adequately cover all transition requirements.