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Part 8: Competence requirements for auditing and certification of management systems for sustainable development in communities

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Contents

Page

Foreword ... **iv**

Introduction ... **v**

1 Scope ... **1**

2 Normative references ... **1**

3 Terms and definitions ... **1**

4 Generic competence requirements ... **1**

5 Competence requirements for auditors of a management system for sustainable development in communities ... **2**

5.1 General ... 2
5.2 Terminology and processes ... 2
5.3 Context of the organization ... 2
5.4 Sustainability purposes and issues ... 2
5.5 Leadership ... 3
5.6 Planning ... 3
5.6.1 Risks and opportunities ... 3
5.6.2 Baseline review ... 3
5.6.3 Compliance obligations ... 3
5.6.4 Significance of sustainability issues ... 4
5.6.5 Identifying and engaging interested parties ... 4
5.7 Sustainable development objectives ... 4
5.8 Performance evaluation ... 4

6 Competence requirements for personnel conducting the application review ... **4**

6.1 General ... 4
6.2 Terminology ... 4
6.3 Context of the organization ... 4

7 Competence requirements for personnel reviewing and making certification decisions ... **4**

7.1 General ... 4
7.2 Terminology and processes ... 4
7.3 Context of the organization ... 5
7.4 Sustainability purposes and issues ... 5
7.5 Planning ... 5

Annex A (informative) **Knowledge for auditing and certification of management systems for sustainable development in communities** ... **6**

Bibliography ... **7**

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Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of document should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO and IEC shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents) or the IEC list of patent declarations received (see http://patents.iec.ch).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation of the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see www.iso.org/iso/foreword.html.

This document was prepared by the ISO Committee on Conformity Assessment (CASCO).

A list of all parts in the ISO/IEC 17021 series can be found on the ISO website.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at www.iso.org/members.html.

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Introduction

ISO 37101 sets out a coherent framework to enable community to develop its purposes and vision. Personnel certifying the management system for sustainable development in communities need to have generic competencies described in ISO/IEC 17021-1:2015, as well as the specific management system competencies described in this document.

This document complements the requirements in ISO/IEC 17021-1:2015 and the guiding principles in ISO/IEC 17021-1:2015, Clause 4. In particular, it clarifies the requirements for the competence of personnel involved in the certification process set out in ISO/IEC 17021-1:2015, Annex A.

The scope of this document is not limited to the competence of the auditors only, but covers other certification personnel as well: personnel conducting the application review to determine audit team competence required, to select the audit team members, and to determine the audit time; personnel reviewing audit reports and making certification decisions.

Certification bodies have a responsibility to interested parties, including their clients and the customers of the organizations whose management systems are certified, to ensure that only those auditors who demonstrate relevant competence are allowed to conduct audits of a management system for sustainable development in communities. It is intended that all auditors possess the generic competencies described in ISO/IEC 17021-1, as well as the specific competencies described in this document. Certification bodies will need to identify the specific audit team competence needed for the scope of each audit.

In this document, the following verbal forms are used:

— “shall” indicates a requirement;

— “should” indicates a recommendation;

— “may” indicates a permission;

— “can” indicates a possibility or a capability.

Further details can be found in the ISO/IEC Directives, Part 2.

For the purposes of research, users are encouraged to share their views on this document and their priorities for changes to future editions. Click on the link below to take part in the online survey:

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Conformity assessment — Requirements for bodies providing audit and certification of management systems —

Part 8: Competence requirements for auditing and certification of management systems for sustainable development in communities

1 Scope

This document specifies additional competence requirements for personnel involved in the audit and certification process of a management system for sustainable development in communities and complements the existing requirements of ISO/IEC 17021-1.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO/IEC 17021-1:2015, *Conformity assessment — Requirements for bodies providing audit and certification of management systems — Part 1: Requirements*

ISO 37100, *Sustainable cities and communities — Vocabulary*

ISO 37101:2016, *Sustainable development in communities — Management system for sustainable development — Requirements with guidance for use*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 37100, ISO 37101 and ISO/IEC 17021-1 apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

— ISO Online browsing platform: available at https://www.iso.org/obp

— IEC Electropedia: available at http://www.electropedia.org/

4 Generic competence requirements

The certification body shall define the competence requirements for each certification function as referenced in ISO/IEC 17021-1:2015, Table A.1. When defining these competence requirements, the certification body shall take into account all the requirements specified in ISO/IEC 17021-1, as well as those specified in Clauses 5, 6 and 7 of this document.

NOTE 1 Annex A provides an overview of the competence requirements for personnel involved in specific certification functions.

NOTE 2 Information on the principles of auditing is provided in ISO 19011.

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