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# Conformity assessment — Guidance for drafting normative documents suitable for use for conformity assessment

*Évaluation de la conformité — Directives pour la rédaction de documents normatifs appropriés pour l'évaluation de la conformité*

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# Contents

Page

**Foreword** ..... iv

**Introduction** ..... v

**1 Scope** ..... 1

**2 Normative references** ..... 1

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

**4 Principles** ..... 2
**4.1 General** ..... 2
**4.2 Principle 1: separation of specified requirements for the object of conformity assessment from specified requirements related to conformity assessment activities** ..... 2
**4.3 Principle 2: neutrality towards parties performing conformity assessment activities** ..... 3
**4.4 Principle 3: functional approach to conformity assessment** ..... 3
**4.5 Principle 4: comparability of conformity assessment results** ..... 4
**4.6 Principle 5: good practice in conformity assessment** ..... 4

**5 Guidance for the preparation of normative documents that specify requirements for objects of conformity assessment** ..... 4
**5.1 General** ..... 4
**5.2 Drafting specified requirements** ..... 5
**5.3 Sampling** ..... 6
**5.4 Test methods** ..... 6

**6 Guidance for the preparation of normative documents that specify requirements for conformity assessment systems** ..... 7
**6.1 General** ..... 7
**6.2 Identifying the need for conformity assessment systems** ..... 8
**6.3 Risk assessment** ..... 8
**6.4 Designing conformity assessment systems** ..... 8
**6.5 Specifying requirements for conformity assessment systems** ..... 9
**6.6 Accreditation, peer assessment and other forms of recognition** ..... 9
**6.7 Mutual recognition of conformity assessment results** ..... 9

**Annex A** (informative) **The conformity assessment toolbox** ..... 10

**Annex B** (informative) **Overview of conformity assessment activities** ..... 11

**Bibliography** ..... 12

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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. In the field of conformity assessment, the ISO Committee on conformity assessment (CASCO) is responsible for the development of International Standards and Guides.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 2.

Draft International Standards are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

ISO/IEC 17007 was prepared by the ISO *Committee on conformity assessment* (CASCO).

It was circulated for voting to the national bodies of both ISO and IEC, and was approved by both organizations.

This first edition of ISO/IEC 17007 cancels and replaces ISO/IEC Guide 7:1994, of which it constitutes a technical revision.


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# Introduction

This International Standard provides principles and guidance on how to write normative documents, such as standards, technical specifications, codes of practice and regulations, such that they are concise and clear, especially in the context of any subsequent conformity assessment activity.

Conformity assessment activities include testing, inspection and various forms of certification. These activities can result in attestations such as declarations, reports, certificates, marks of conformity or the granting of permissions and licences (see also ISO/IEC 17000:2004).

This International Standard is intended for the following users:

— standards developers not applying the ISO/IEC Directives;

— industry associations and consortia;

— purchasers;

— regulators;

— consumers and non-government groups;

— accreditation bodies;

— conformity assessment bodies;

— conformity assessment scheme owners; and

— other interested parties, e.g. insurance organizations.

This International Standard is intended to assist the above users in developing specific normative documents at national, regional or international levels, both in regulated or non-regulated applications.

Users of this International Standard may also find useful the good standardization practices defined in the ISO/IEC Directives (which specify the requirements for ISO and IEC normative documents containing specified requirements) and the WTO Agreement on Technical Barriers to Trade, Annex 3, *Code of Good Practice for the Preparation, Adoption and Application of Standards*. The ISO/IEC Directives, Part 2, 2004, 6.7, also covers aspects for conformity assessment.

This International Standard also includes guidance on specialized International Standards and Guides in the domain of conformity assessment, known as the conformity assessment toolbox. These are principally the work of CASCO in cooperation with IEC. Reference to these generic publications is included to emphasise that they contain internationally agreed provisions covering conformity assessment activities. Reliance on such publications facilitates reproducibility and mutual acceptance of conformity assessment results around the world.

To make this International Standard easy to follow, technical terminology has been avoided as much as possible. However, in some cases, the use of some technical terminology has been unavoidable. For example, the requirements in normative documents can relate to many different areas, e.g. a particular material, product, service, installation, process, system, person or body. In a conformity assessment context, these are all examples of an “object of conformity assessment”. To avoid repeating a list of the examples throughout the text, the term “object of conformity assessment” is used, for which a definition is provided in Clause 3.

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The guidance in this International Standard is subdivided into three clauses, as follows:

— Clause 4 specifies five principles as the basis for the subsequent guidance;

— Clause 5 provides guidance for the preparation of normative documents that specify requirements for characteristics of objects of conformity assessment;

— Clause 6 provides guidance for the preparation of normative documents specifying requirements for conformity assessment systems.


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