
Conformity assessment — Guidelines for determining the duration of management system certification audits

*Évaluation de la conformité — Lignes directrices pour la détermination
de la durée des audits de certification d'un système de management*



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Contents

Page

Foreword	iv
Introduction	v
1 Scope	1
2 Normative references	1
3 Terms and definitions	1
4 Factors for the determination of the duration of management system certification audits 2	2
4.1 General.....	2
4.2 Relevant management system standard(s) and other requirements.....	2
4.3 Size and location(s) of the client organization.....	3
4.4 Complexity of the client's organization and management system.....	3
4.5 Technological and regulatory context.....	3
4.6 Activities included in the scope of the management system.....	4
4.7 Maturity and effectiveness of the management system.....	4
4.8 Risks associated with the products, processes or activities of the client organization.....	4
4.9 Culture.....	4
4.10 Integrated management system.....	5
4.11 Composition of the audit team.....	5
4.12 Other considerations.....	5
5 Methodology for the calculation of the duration of management system certification audits	5
5.1 General.....	5
5.2 Development of a methodology.....	5
5.3 Implementation of the methodology.....	6
Bibliography	7

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.

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Draft International Standards adopted by the technical committees 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.

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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 TS 17023 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.

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Introduction

This Technical Specification provides guidance on the application of the relevant requirements of ISO/IEC 17021:2011 for determining the duration of management system certification audits. It provides certification bodies with a framework for achieving a basic level of consistency for determining the duration of management system certification audits. It can be also considered for the determination of duration of other types of audits.

The growth in the number of management system standards and certification schemes has highlighted the need for a document providing guidance to ensure that the factors influencing the duration of management system certification audits are considered.

This Technical Specification enables clients of certification bodies and other interested parties (e.g. scheme owners, regulators, accreditation bodies) to understand how different factors contribute to the duration of management system certification audits.

This Technical Specification does not define tables, formulas, or other methods to calculate the duration of management system certification audits for specific schemes, but it identifies factors to be considered when such tables or formulas are developed.

In this Technical Specification, the following verbal forms are used:

- “should” indicates a recommendation;
- “may” indicates a permission;
- “can” indicates a possibility or a capability.

The verbal form “shall”, which indicates a requirement, is not used in this Technical Specification because only guidance is provided.

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