




**Training on ISO 45001:2018 and IAF
MD22:2018**
(Certification and accreditation for OH&SMS)

*hosted by the EA Secretariat,
Buro Club Levallois-Perret
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IAF MD22:2018
Application of ISO/IEC 17021-1 for the Certification
of Occupational Health and Safety Management
Systems (OH&SMS)

ADDITIONAL REQUIREMENTS TO
ISO 17021-1:2015

ADD-ONS TO ISO/IEC 17021-1

The text of IAF MD22:2012 contains **15 additional requirements** to those of ISO/IEC 17021-1: 2015 identified by the letter "G" followed by the reference number of the relevant criteria of the standard.

INTERNATIONAL
STANDARD

ISO/IEC
17021-1

First edition
2015-06-15

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

Part 1:
Requirements

*Évaluation de la conformité — Exigences pour les organismes
procédant à l'audit et à la certification des systèmes de management —
Partie 1: Exigences*

Source document



Reference number
ISO/IEC 17021-1:2015(E)

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SUMMARY

- **UPDATED DEFINITIONS**
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- **RESOURCES REUIREMENTS**
 - TECHNICAL AREAS
- **NEW OBLIGATION OF INFORMATION**
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- **AUDIT TIME**
- **MULTISITE, TEMPORARY SITES**
- **DETERMINATION OF AUDIT SCOPE**
- **MANDATORY INTERVIEWS**
- **DECISION IN CASE OF ACCIDENTS OR BREACHES OF REGULATION**

UPDATED DEFINITION (CLAUSE 3)

- **G3.3: updated list of services provided by CABs in the field of OH&S to clients certified/being certified for OH&SM to be considered as management system consultancy**

MANAGEMENT OF IMPARTIALITY (CLAUSES 4 AND 5)

- G4.1.2 - updated impartiality list of **parties interested in OH&SMS certification**
- G5.2.3: for management of impartiality specified **key interests** in relation to the interested parties listed in G.4.1.2

RESOURCES REQUIREMENT (CLAUSE 7)

- **G7.1.2:** added definition of **technical areas** in relation to **commonalities** of processes and services which can expose workers to OH&S risks

NEW OBLIGATION OF INFORMATION (CLAUSE 8)

- **G8.5.3: certified clients shall inform CAB when incidents or breaches of regulation necessitating the involvement of the regulatory authority occur.**

PRE-CERTIFICATION ACTIVITIES (CLAUSE 9 - PROCESS)

- **G9.1.1 Application:** added request for specific OH&S information such as:
 - ✓ key hazards,
 - ✓ key O&S risks
 - ✓ main hazardous materials,
 - ✓ relevant legal obligations,
 - ✓ personnel working **on as well as away** from the client premises

PRE-CERTIFICATION ACTIVITIES (CLAUSE 9 - PROCESS)

- **G9.1.4 AUDIT TIME** to be determined in accordance with Appendix B:
 - ✓ **Employees to be taken in consideration:** when the client provides services at another organization's premises, the CAB shall verify that the client's OH&SMS covers these offsite activities
 - ✓ **Decision to audit only part of the sites depending on various factors** such as OH&S risks associated with the activities therein performed, contract agreements, being certified by another accredited CAB, internal audit system, statistics on accidents and near misses).
 - ✓ **justification** for such decision shall be **recorded**.

PRE-CERTIFICATION ACTIVITIES (CLAUSE 9 - PROCESS)

G 9.1.5 MULTISITE SAMPLING

- to decide if **sampling is permitted or not based on the evaluation of OH&S risks** associated to processes carried out in each site included in the scope of certification (see new MD1:2018)
- **the rationale** of such decision and frequency of visiting each **site to be documented** (clause B.10 applicable)
- **sampling not appropriate** in case multiple sites not covering the same activities, processes and OH&S risks

PRE-CERTIFICATION ACTIVITIES (CLAUSE 9 - PROCESS)

G 9.1.5 MULTISITE SAMPLING

- Also in case of similar processes and products, the **differences between operations in each site shall be considered** (technology, equipment, quantities of hazardous, working environment, premises etc.).
- When permitted, the **sampling of sites shall be representative of the processes and OH&S risks** existing in the organization to be audited.
- **temporary sites to be audited on a sample basis** to provide evidence of the operation and effectiveness of the OH&SMS (also see B3.7 and B.10, Appendix B)

LEGAL COMPLIANCE - PLANNING (CLAUSE 9 - PROCESS)

- **G9.2.1.2b** - in order to determine the ability of the client's **OH&SMS to meet applicable statutory and regulatory requirements, the Appendix C shall be applied**
- **G9.4.5.3** the CAB shall have procedures detailing actions to be taken when it finds a **non-compliance with relevant regulatory requirements**

AUDIT SCOPE - PLANNING (CLAUSE 9 - PROCESS)

- **G9.2.1.3 - audit scope to be determined** with reference to:
 - ✓ activities, products and services **within the organization's control or influence** that can impact the organization's OH&SMS performance
 - ✓ **temporary sites** (e.g. construction sites) **to be covered by the OH&SMS** of the organization that has control of these sites, irrespective of where they are located.

The scope of an individual audit may not cover the full certification scope, but the totality of audit shall be consistent with the scope in the certification document.

CONDUCTING AUDITS (CLAUSE 9 – PROCESS)

- **G9.4.4.2: mandatory interviews of OH&SMS key personnel:**
 - ✓ management with legal responsibility for OH&S
 - ✓ employees' representative(s) for OH&S,
 - ✓ responsible(s) for monitoring employees' health (e.g. doctors, nurses). Mandatory justifications in case of remote interviews.
 - ✓ managers and permanent and temporary employees
 - ✓ recommended interview of contractors' management and employees
- **G9.4.7.1 closing meeting:** the organization representative is requested to invite the OH&SMS key personnel. Justification in case of absence shall be recorded

MAINTAINING CERTIFICATION (CLAUSE 9 – PROCESS)

- **G9.6.4.2:** to decide if a **special or unannounced audit is needed** when CABs become aware **serious accidents or breaches of regulation**, in order to investigate if the OH&SMS has not been compromised and did function effectively. The outcome of the investigation to be documented
- **G9.6.5.2** – to decide on the actions to be taken, **including a suspension or withdrawal of the certification**, in cases where it can be demonstrated that **the system seriously failed to meet the OH&S certification requirements**