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

Part 2:
**Competence requirements for auditing
and certification of environmental
management systems**

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

*Partie 2: Exigences de compétence pour l'audit et la certification des
systèmes de management environnemental*

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

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

The main task of technical committees is to prepare International Standards. 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.

In other circumstances, particularly when there is an urgent market requirement for such documents, a technical committee may decide to publish other types of document:

- an ISO/IEC Publicly Available Specification (ISO/IEC PAS) represents an agreement between technical experts in an ISO working group and is accepted for publication if it is approved by more than 50 % of the members of the parent committee casting a vote;
- an ISO/IEC Technical Specification (ISO/IEC TS) represents an agreement between the members of a technical committee and is accepted for publication if it is approved by 2/3 of the members of the committee casting a vote.

An ISO/PAS or ISO/TS is reviewed after three years in order to decide whether it will be confirmed for a further three years, revised to become an International Standard, or withdrawn. If the ISO/PAS or ISO/TS is confirmed, it is reviewed again after a further three years, at which time it must either be transformed into an International Standard or be withdrawn.

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 17021-2 was prepared by ISO Technical Committee ISO/TC 207, *Environmental management*, Subcommittee SC 2, *Environmental auditing and related environmental investigations*, and 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.

ISO/IEC 17021 consists of the following parts, under the general title *Conformity assessment — Requirements for bodies providing audit and certification of management systems*:

- *Part 2: Competence requirements for auditing and certification of environmental management systems* [Technical Specification]

The following parts are under preparation:

- *Part 3: Competence requirements for auditing and certification of quality management systems* [Technical Specification]

The next revision of ISO/IEC 17021:2011 will reflect the different parts and will become ISO/IEC 17021-1.

Introduction

This Technical Specification complements ISO/IEC 17021. In particular, it clarifies the requirements for the competence of personnel involved in the certification process set out in ISO/IEC 17021:2011, Annex A.

The guiding principles in ISO/IEC 17021:2011, Clause 4, are the basis for the requirements in this Technical Specification.

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 the relevant competence are allowed to conduct Environmental Management System (EMS) audits.

All EMS auditors should possess the generic competencies described in ISO/IEC 17021 as well as the specific EMS knowledge described in this Technical Specification.

Certification bodies will need to identify the specific audit team competence needed for the scope of each EMS audit. The selection of an EMS audit team will depend upon various factors including the EMS technical area, the client organization, its environmental aspects and the site where these aspects occur.

The competence requirements for other personnel involved in certification activities are also described.

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

Part 2: Competence requirements for auditing and certification of environmental management systems

1 Scope

This Technical Specification specifies additional competence requirements for personnel involved in the audit and certification process for Environmental Management Systems (EMS) and complements the existing requirements of ISO/IEC 17021.

2 Normative references

The following referenced documents are indispensable for the application 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 14050, *Environmental management — Vocabulary*

ISO/IEC 17021, *Conformity assessment — Requirements for bodies providing audit and certification of management systems*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 14050 and ISO/IEC 17021 and the following apply.

3.1

EMS technical area

area characterized by similar activities, products or services and the related environmental aspects

4 Generic competence requirements

The certification body shall define the competence requirements for each relevant EMS technical area and for each function in the certification activity. The certification body shall take into account all the requirements specified in Clauses 5, 6 and 7 of this Technical Specification that are relevant for the EMS technical areas as defined by the certification body. See Tables A.1 and A.2 for a summary of the competence requirements for personnel involved in specific certification functions.