

Australian/New Zealand Standard™

**Conformity assessment—General
requirements for bodies operating
certification of persons**



AS/NZS ISO/IEC 17024:2013

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PREFACE

This Standard was prepared by the Joint Standards Australia/Standards New Zealand Committee QR-010, Conformity Assessment, to supersede AS ISO/IEC 17024—2004, *Conformity assessment—General requirements for bodies operating certification of persons*.

The objective of this Standard is to provide principles and requirements for bodies certifying persons against specific requirements, and includes the development and maintenance of certification schemes for persons.

This Standard is identical with, and has been reproduced from ISO/IEC 17024:2012, *Conformity assessment—General requirements for bodies operating certification of persons*.

As this Standard is reproduced from an International Standard, the following applies:

- (a) In the source text ‘this International Standard’ should read ‘this Australian Standard’.
- (b) A full point substitutes for a comma when referring to a decimal marker.

The reference to International Standard should be replaced by reference to Australian Standard, as follows:

<i>Reference to International Standard</i>	<i>Australian Standard</i>
ISO/IEC 17000 Conformity assessment—Vocabulary and general principles	AS ISO/IEC 17000 Conformity assessment—Vocabulary and general principles

The term ‘informative’ has been used in this Standard to define the application of the annex to which it applies. An ‘informative’ annex is only for information and guidance.

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INTRODUCTION

This International Standard has been developed with the objective of achieving and promoting a globally accepted benchmark for organizations operating certification of persons. Certification for persons is one means of providing assurance that the certified person meets the requirements of the certification scheme. Confidence in the respective certification schemes for persons is achieved by means of a globally accepted process of assessment and periodic re-assessments of the competence of certified persons.

However, it is necessary to distinguish between situations where certification schemes for persons are justified and situations where other forms of qualification are more appropriate. The development of certification schemes for persons, in response to the ever increasing velocity of technological innovation and growing specialization of personnel, can compensate for variations in education and training and thus facilitate the global job market. Alternatives to certification can still be necessary in positions where public services, official or governmental operations are concerned.

In contrast to other types of conformity assessment bodies, such as management system certification bodies, one of the characteristic functions of the certification body for persons is to conduct an examination, which uses objective criteria to measure competence and scoring. While it is recognized that such an examination, if well planned and structured by the certification body for persons, can substantially serve to ensure impartiality of operations and reduce the risk of a conflict of interest, additional requirements have been included in this International Standard.

In either case, this International Standard can serve as the basis for the recognition of the certification bodies for persons and the certification schemes under which persons are certified, in order to facilitate their acceptance at the national and international levels. Only the harmonization of the system for developing and maintaining certification schemes for persons can establish the environment for mutual recognition and the global exchange of personnel.

This International Standard specifies requirements which ensure that certification bodies for persons operating certification schemes for persons operate in a consistent, comparable and reliable manner. The requirements in this International Standard are considered to be general requirements for bodies providing certification of persons. Certification of persons can only occur when there is a certification scheme. The certification scheme is designed to supplement the requirements included in this International Standard and include those requirements that the market needs or desires, or that are required by governments.

This International Standard can be used as a criteria document for accreditation or peer evaluation or designation by governmental authorities, scheme owners and others.

In this International Standard, 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.

AUSTRALIAN/NEW ZEALAND STANDARD

Conformity assessment—General requirements for bodies operating certification of persons**1 Scope**

This International Standard contains principles and requirements for a body certifying persons against specific requirements, and includes the development and maintenance of a certification scheme for persons.

NOTE For the purposes of this International Standard, the term "certification body" is used in place of the full term "certification body for persons", and the term "certification scheme" is used in place of the full term "certification scheme for persons".

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/IEC 17000, *Conformity assessment — Vocabulary and general principles*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO/IEC 17000 and the following apply.

3.1**certification process**

activities by which a certification body determines that a person fulfils **certification requirements** (3.3), including application, assessment, decision on certification, recertification and use of **certificates** (3.5) and logos/marks

3.2**certification scheme**

competence (3.6) and other requirements related to specific occupational or skilled categories of persons

NOTE For other requirements, see 8.3 and 8.4.

3.3**certification requirements**

set of specified requirements, including requirements of the scheme to be fulfilled in order to establish or maintain certification

3.4**scheme owner**

organization responsible for developing and maintaining a **certification scheme** (3.2)

NOTE The organization can be the certification body itself, a governmental authority, or other.