

IAF Workshop on ISO/IEC 17024

Vancouver, Canada

24 October, 2017



Presenters:

Dr. Cynthia Woodley

Dr. Christine Niero

Dr. George Anastosopolous

Dr. Vijay Krishna

Welcome

Workshop Cooperative Effort from the WG on Certification of Persons (ISO/IEC 17024)

- Intent is harmonization of 17024 through workshop rather than guidance document.
- Suggestion that minutes be kept of results of workshop so can be shared (not just video of results).
- Will determine if there is still a need for a guidance document for ISO/IEC 17024 after the workshop



Background Information



2016 IAF WG for Persons conducted an implementation survey for ISO/IEC 17024: 2012.



Background Information



Implementation issues identified and presented to the WG to determine if a guidance or MD needed.



Background Information



WG decided to try a workshop first to see if issues could be resolved by providing information rather than a guidance document or MD.



Background Information



This is the resulting workshop





Implementation Survey

Results of Implementation Survey

Report to TC: Interpretation issues regarding ISO/IEC 17024:2012 and request for guidance.

Dr. Vijay Krishna, ANSI

Mr. Phil Shaw, UKAS

Mr. Ed Weiles, RvA

ISO/IEC 17024 Survey

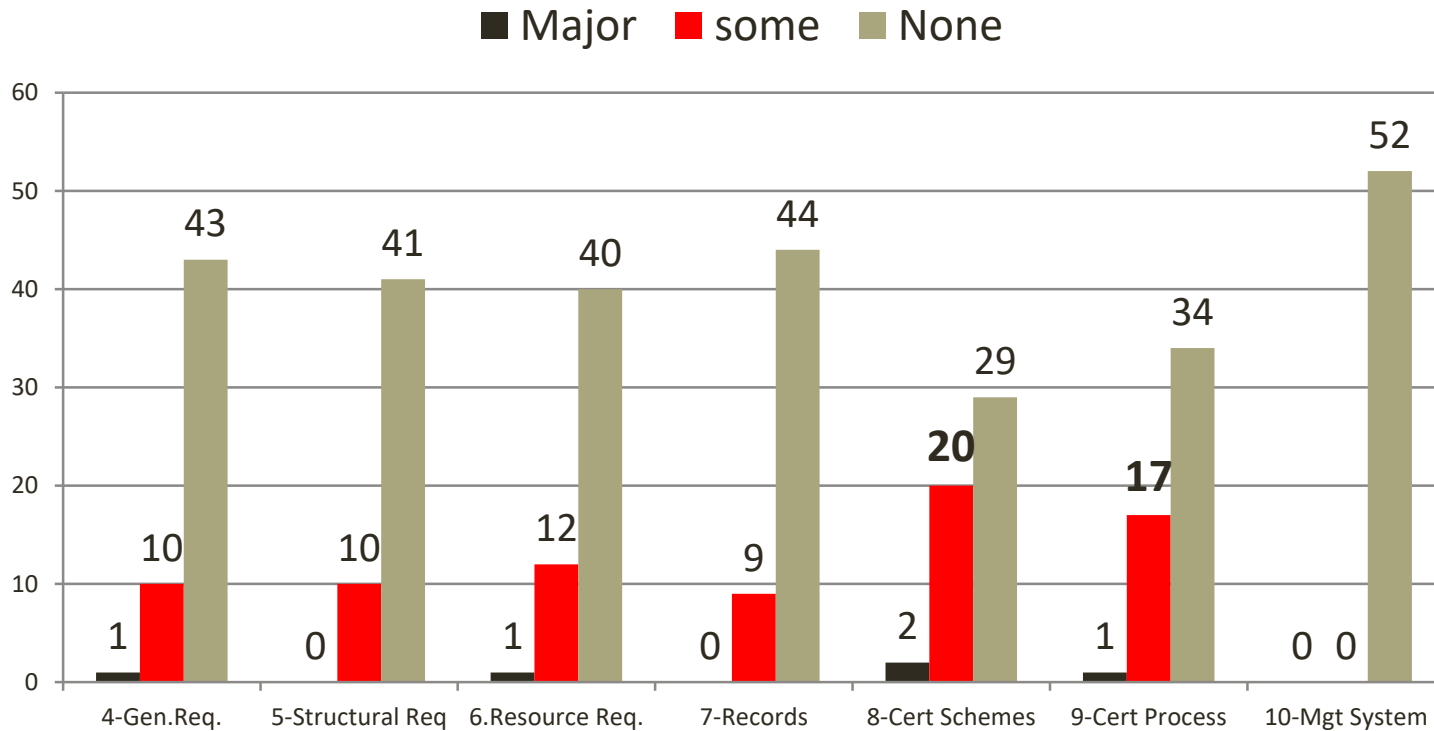
Report to IAF TC Meeting New Delhi 28 Oct 2016

- ❑ A survey was conducted during December 8, 2015- March 10, 2016
- ❑ 117 responses were received: 73 from ABs and 44 from CBs
- ❑ Frankfurt meeting 2016- TC was presented with overall analysis regarding responses received
- ❑ An initial analyse of the detailed the comments received was completed following Frankfurt and these were discussed during the WG meeting in New Delhi on October 27 and are summarised as follows

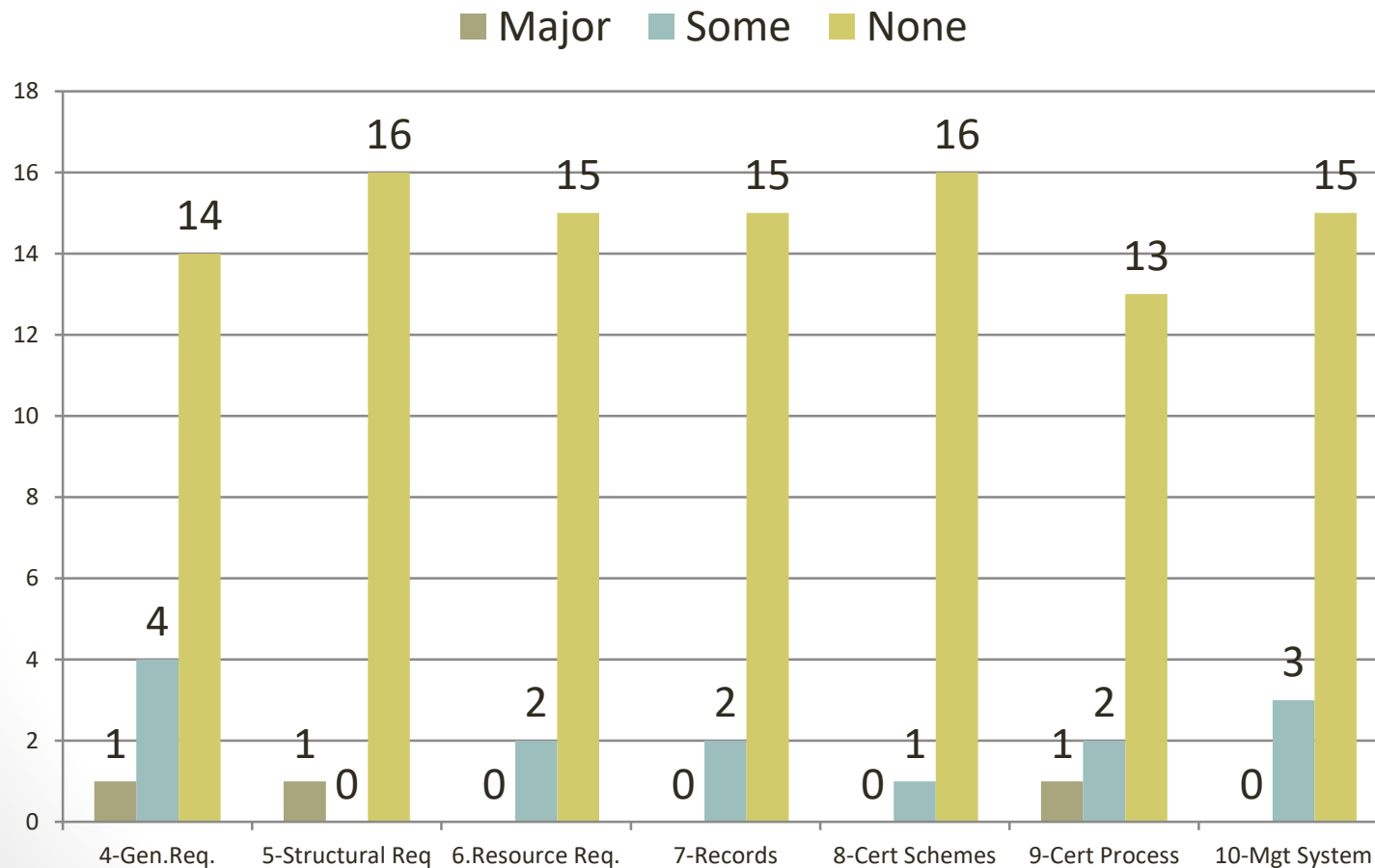
IAF Survey on interpretation issues regarding ISO/IEC 17024:2012

- Question: Is there a need for guidance on the application of ISO/IEC 17024:2012?
- Methodology:
 - Review of quantitative data
 - Review of comments
- All comments were reviewed and classified as interpretation issues vs. non interpretation issues.
- All interpretation issues relating to a particular clause were grouped together. All issues raised by CBs and ABs were aggregated.

Requirements generating most concerns among ABs



Requirements generating most concerns among CBs



Clause 4: General requirements

- 4.3.6 -clarify 'ongoing basis' to identify threats to impartiality
- 4.4- Is CB's liability limited to the certification activities or does it extend to consequences from certification activities?

Clause 5: Structural requirements

- Require clarification when education or training is a prerequisite, the CB has to rely on the assessment by training providers or educational institutions which is not usually available.
- 5.2.3 – Can the certification and training processes be performed by same person with sufficient safeguards?

Clause 6- Resource requirements

- 6.2.2.2-Guidance on proper monitoring the performance of examiners and reliability of CB's monitoring mechanism is appropriate.
- 6.3.2. Assessment of small vendors who operate from their homes.
- *Use of external personnel—not outsourcing*
(17021-1, 17065 etc)
- Clarify other resources—maybe examples.

Clause 7: Records, Public Information, Security

Guidance on

- What is examination records?
- 7.4.2 d) acceptable evidence to ensure CB has considered the threat of repeated use of examination materials.
- 7.4.3(b)- guidance on online/remote proctoring.
- Does legally defensible arrangement cover impartiality committee members?

Clause 8. Certification schemes.

The most requests for guidance re role of scheme committee and when it is an external committee, the responsibility of the CAB and relationship/communication, support etc. with the external committee.

The publication of ISO CASCO document on how to develop schemes should be helpful

Clause 8: Certification scheme

Clarify

- 8.5- Review and validation of scheme
 - Clarify “review’ and “validation”
 - Clarify “ systematic and ongoing”
- Definition of a scheme owner
- Responsibility of scheme owner vs. responsibility of CB
- 8.3 Dealing with certification schemes based on ISO or other national standards that do not meet clause 8 in entirety.
- ‘Grandfathering’- retroactively awarding certification to individuals.
- 8.2. d) Is aptitude equivalent to abilities?
 - Is abilities same as competence?
- 8.3 Certification schemes with no recertification or extremely long recertification period.

Clause 9: Certification process requirements

- 9.1.2/9.1.2- Guidance on application review.
- 9.4.7- clarification on who is 'responsible member of the certification body'.
- 9.4.8 Should external codes/standards used in certification schemes be referenced in the certificates.
- 9.6.4- Determining adequacy of CB's recertification requirements. Example: schemes with continuing workplace learning and competence self declaration or employer declaration.
- Clarify independent technical review/decision stage, and signing of certificate when later is purely an admin function.

Clause 9.6: Recertification

Guidance on

- 9.6.4 Does recertification require a formal assessment/examination?
- 9.6.5- Clarify “consider at least”.

Section 10- Management system

Is the management systems requirements well defined----discussion needed. Consistency with other standards ? ?

Clarity re what should be documented?

AGENDA





Agenda
Workshop on Persons Certification (ISO/IEC 17024)
Tuesday, 24 October 2017
13:30 – 21:30
Vancouver, Canada

13:30 – 13:45 (1:30 – 1:45pm)

Introductions and Welcome – Dr. Cynthia Woodley

13:45 – 14:00 (1:45 – 2:00pm)

Background Information – Dr. Cynthia Woodley

- 2016 Implementation Survey Results

14:00 – 14:30 (2:00 – 2:30pm)

Clause 4 - General Requirements – Dr. George Anastasopoulos

- Clause 4.3 Threats to Impartiality
- Clause 4.4 CB Liability

14:30 – 15:00 (2:30 – 3:00pm)

Clause 5 - Structural Requirements – Dr. George Anastasopoulos

- Clause 5.2.1 When Education or Training is a Requirement
- Clause 5.2.3 Certification and Training by Same Legal Entity

15:00 – 16:00 (3:00 – 4:00pm)

Clause 8 - Certification Schemes – Dr. Cynthia Woodley and Dr. Christine Niero

- Greatest request for guidance
- ISO CASCO Scheme Development Document
- Role of Scheme Committee
- Responsibility of the CAB and relationship with external committees, Responsibility of Scheme Owner versus Responsibility of CAB
- Definition of a Scheme Owner
- Clause 8.2 d) – Aptitude vs. abilities vs. competence
- Clause 8.3 – Dealing with Schemes based on ISO or other national standards not meeting Clause 8
- Clause 8.3 – Certification Schemes with no recertification or extremely long recertification periods
- Clause 8.5 – Review and validation of a scheme, Systematic and Ongoing definition

16:00 – 17:00 (4:00 – 5:00pm)

Clause 9 - Certification Process Requirements – Dr. Vijay Krishna

- Clause 9.1.2 – Guidance on Application Review
- Clause 9.4.7 – Clarification on “responsible member of the CAB”

- Clause 9.4.8 – External codes/standards used in certification schemes referenced in the certificates
- Clause 9.6.4 – Adequacy of a CAB’s recertification requirements (continuing workplace learning, competence self-declaration or employer declaration). Does recertification require a formal assessment/examination? What does “at least mean”?
- Clause 9.3.5 – Appropriate methods to reaffirm the fairness, validity reliability and general performance of examinations – Dr. Cynthia D. Woodley

17:00 – 18:00 (5:00 – 6:00pm)

Dinner Break

18:00 – 18:30 (6:00 – 6:30pm)

Clause 6 - Resource Requirements – Dr. Cynthia Woodley and Dr. Christine Niero

- Clause 6.2.2.2 – Monitoring of Examiners and Reliability of CBs Monitoring Mechanisms
- Clause 6.3.2 – Assessment of Small Vendors who Operate from their Homes
- Clause 6.3 – Use of external Personnel (not outsourcing)
- Clause 6.4 – Other resources

18:30 – 19:00 (6:30 – 7:00pm)

Clause 7 - Records and Information Requirements – Dr. Cynthia Woodley and Dr. Christine Niero

- Clause 7.1.1 – Examination Records
- Clause 7.1.3 – Who is covered by enforceable arrangements
- Clause 7.4.2 d) – Threats to Repeated use of Examination Materials
- Clause 7.4.3 b) – Online/Remote Proctoring

19:00 – 19:15 (7:00 – 7:15pm)

Clause 10 - Management System Requirements – Everyone

- Management Systems Requirements consistency with other Requirements

19:15 – 20:00 (7:15 – 8:00pm)

Questions and Answer Period – All Presenters

- Group sharing of ideas
- Summary

Let's Get Started!

