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Energy management systems — Requirements for bodies providing audit and certification of energy management systems

*Systèmes de management de l'énergie — Exigences pour les
organismes procédant à l'audit et à la certification de systèmes de
management de l'énergie*



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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.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

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. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation of the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see www.iso.org/iso/foreword.html.

This document was prepared by Technical Committee ISO/TC 301, *Energy management and energy savings*, in collaboration with the ISO Committee on conformity assessment (CASCO).

This second edition cancels and replaces the first edition (ISO 50003:2014), which has been technically revised. The main changes compared with the previous edition are as follows:

- the definitions have been updated to include the audit time, the duration of the audit and terms related to multi-site audits;
- the phrase “maintained documented information” has been used to represent procedures, work instructions or other forms of documents that provide the who, what, when, how or why information;
- the phrase “retained documented information” or “record of audit evidence” has been used to represent records that demonstrate or provide evidence of the execution of a requirement;
- the structure has been updated to align with ISO/IEC 17021-1:2015;
- the phrase “man-days” has been changed to “audit days”;
- for audit day calculations, the number of energy types have been changed to those that comprise at least 80 % of total consumption;
- the weighted values for complexity have been modified;
- the sampling requirements for multi-site EnMS have been updated;
- the use of IAF MD documents as they relate to [Annexes A](#) and [B](#) has been clarified;
- the information on EnMS effective personnel has been clarified in [A.2](#);
- [Tables A.3](#) and [A.4](#) have been modified to refer to audit time rather than the duration of the audit;
- the technical areas have been removed and requirements for technical competency added.

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Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at www.iso.org/members.html.

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Introduction

This document is intended to be used in conjunction with ISO/IEC 17021-1:2015.

In addition to the requirements of ISO/IEC 17021-1:2015, this document specifies requirements for the specific technical area of energy management systems (EnMS) that are needed to ensure the effectiveness of the audit and certification, while supporting the efforts of the organization to continually improve energy performance including energy efficiency, energy use and energy consumption, and the EnMS. In particular, this document addresses the additional requirements necessary for the audit process. It covers the planning process, the initial certification audit, conducting the on-site audit, auditor competence, audit time and multi-site sampling. The structure of this document follows that of ISO/IEC 17021-1:2015. [Annexes A](#) and [B](#) are normative while [Annexes C](#) and [D](#) provide additional information to complement ISO/IEC 17021-1:2015.

This document deals with EnMS audits for certification purposes, but it does not deal with energy audits where the purpose is to establish a systematic analysis of energy consumption and energy use, and which are defined in ISO 50002.

In this document, 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.

In this document, references to the word “site” can be taken as either singular, meaning one permanent site (physical or virtual) or temporary site (physical or virtual), or can be plural, meaning more than one permanent site or temporary site, unless otherwise specified.