ACCREDITATION RULE 31
Issue Date: 2017/09/29
Implementation Date: 2017/09/29
Supersedes: 2016/11/18

SUBJECT: Accreditation Program for ISO 50001 Energy Management Systems (EnMS)

APPLIES TO: ISO 50001 EnMS ANAB-Accredited and Applicant Certification Bodies

PREFACE
This Accreditation Rule is to inform certification bodies (CBs) of ANAB requirements for accreditation to certify organizations for EnMS conforming with ISO 50001.

ACCREDITATION RULE
1. Requirement Documents (current versions unless specified)
   1.1. ISO 50001, Energy Management Systems – Requirements with guidance for use
   1.2. MSE 50028:2012, Superior Energy Performance – Requirements for verification bodies for use in accreditation or other forms of recognition, Annex A, Section A.4 (applicable only until CB transitions to ISO 50003:2014)
   1.3. ISO 50003, Energy management systems – Requirements for bodies providing audit and certification of energy management systems
   1.4. ISO/IEC 17021-1, Conformity assessment – Requirements for bodies providing audit and accreditation of management systems
   1.5. MA 5000, ANAB Accreditation Manual, and applicable ANAB Accreditation Rules
   1.6. IAF Mandatory Documents as applicable

2. Application Process
   2.1. CBs can obtain applications for informational use at www.anab.org.
   2.2. The application process outlined at www.anab.org must be completed via ANAB’s Enterprise Quality Manager (EQM) database when the CB is ready to apply for accreditation.
   2.3. The application fee includes the cost of one assessor day for the off-site documentation review.

3. Initial Assessments for Accreditation
   3.1. An ANAB accreditation assessor shall conduct a full documentation review.
   3.2. After the documents are found acceptable, ANAB shall conduct an office assessment and required witnessed audits.
      3.2.1. The office assessment shall be conducted on site or remotely (at ANAB’s discretion) and is conducted to ensure the CB’s certification process for EnMS conforms with ISO/IEC 17021-1 and ISO 50001 and is effective.
   3.2.2. ANAB shall witness the CB conducting a two-stage audit process (stages 1 and 2).
      3.2.2.1. The ANAB assessment team shall have the same number of members as the CB audit team.
3.2.2.2. Because of the level of expertise needed, ANAB may use technical experts for ISO 50001 witnessed audits. ANAB will invoice the CB for the fees and expenses of the technical expert.

4. Surveillance Assessments

4.1. ANAB shall conduct an annual office assessment and annually witness the CB team conducting an ISO 50001 audit.

4.1.1. When possible, the office assessment shall be conducted concurrently with assessments for other ANAB accreditation programs for which the CB is accredited.

4.1.2. During the accreditation cycle, ANAB shall evaluate the CB’s full system audit process during at least one annual witnessed audit (stages 1 and 2 certification audit or recertification). One of the annual witnessed audits (including the stages 1 and 2 certification audits) during the accreditation cycle may be an ISO 50001+SEP audit. The additional witnessed audits required in the accreditation cycle are based on the CB’s audit activity and management system findings, and include audit types such as surveillance, special, multi-site, scope expansion, transfer, integrated, ASRP, and/or CAAT. ANAB Accreditation Rule 18 outlines the witnessed audit scheduling process and the process for potentially altering the types of audits witnessed.

4.1.2.1. Because of the level of expertise needed, ANAB may use technical experts for ISO 50001 witnessed audits. ANAB will invoice the CB for the fees and expenses of the technical expert.

5. Re-accreditation Assessments

5.1. ANAB shall conduct a document review and an on-site full system office assessment at approximately six months prior to the expiration of accreditation.

6. Scope of Accreditation

6.1. There are eight scopes of accreditation, based on the technical areas referred to in ISO 50003. They are:
   a. Industry - light to medium
   b. Industry - heavy
   c. Buildings
   d. Building complexes
   e. Transport
   f. Mining
   g. Agriculture
   h. Energy supply

6.2. To expand the scope of accreditation, the CB shall provide a completed scope application (via EQM) that includes evidence demonstrating an appropriate level of competence for the desired scopes.

6.2.1. A competent accreditation assessor or technical reviewer will review the application and documentation, including the CB’s competencies and processes for the specific scopes, and prepare a written response on the CB’s conformance, which shall result in one of the following recommendations:
   
a. Require a witnessed audit prior to granting the scope.
   b. Grant the scope without a witnessed audit.
c. Grant the scope with a witnessed audit required at the first opportunity after accreditation.

d. Not grant the scope.

7. Expected Outcomes for Accredited Certification to ISO 50001

7.1. An organization with a certified ISO 50001 EnMS is expected to demonstrate improved energy performance through the use of its EnMS.

7.2. The CB shall have processes to ensure that its auditors and other personnel for certification are knowledgeable of the expected outcomes and consistently reinforce this with its clients.