

International Accreditation Forum
Technical Committee Discussion Paper

Name of party submitting issue for discussion (optional): *CNAS*

Statement of the issue:

One of our accredited CB would like to submit the question below to IAF TC through CNAS:

According to the requirements of IAF MD 1:2018 cl. 7.3.1, for the sites that can be sampled, the reduction of audit time per sampled site shall not be greater than 50%.

Due to the special characteristics of auditing the service stations covered by the certification scope of an oil sales company, whether the audit time for a sampled service station can be exempted from the 50% prescription.

マルチサイトの審査工数

Discussion:

The requirements of IAF MD 1:2018 (7.3.1): ... for the sites that can be sampled, the reduction of audit time per sampled site shall not be greater than 50%.

According to this requirements, there will be some problems such as audit time planned unreasonably, on-site audit time delayed, and lower audit efficiency during service stations audit in oil sales company.

In the audit of the oil sales company, most of the time is spent in the auditing of the service stations. The quantity of personel is due to the quantity of refueling machines which are equipped. There are 3-4 people in small service stations and nearly 20 people in big service stations. According to the requirements of IAF MD 5:2016 and IAF MD 1:2018 (7.3.1), the QMS audit time calculated for small service stations and big service stations are quite different, e.g. 0.75 man-day for a small service station and 1.5 man-day for a big service station.

However, the main work flow of service station is: receiving and unloading oil products -- oil storage -- oil sales. The auxiliary workflow includes equipment management, document management, safety management, etc. Whether it is a big or small service station, the audit content is basically the same because of same work flows and consistent controlling requirements. In addition, on account of that the work flow of service stations is relatively simple, key processes are obvious, and the work flow of each service station is highly similar, it is easier to obtain audit evidences and form audit findings during the audit, then the audit time will be shorter than other more complex sites.

Therefore, if audit time is calculated according to the requirements of 7.3.1 in IAF MD 1:2018,

it may be unreasonable and cause low audit efficiency, delay of on-site audits and even negative impact on our clients.

The initial audit time of the service station is calculated and measured to 0.5 man-day by ourselves. Since the flow and key processes should be audited in each audit, the audit time of the same person day should be given in the Initial audit, Surveillance and Re-certification audit. After more than 10 years of practice, we think that in the audit time of 0.5 man-day the service station audit can not only fully and deeply implemented, but also the audit efficiency can be ensured and customers can be made satisfied. But our arrangement of 0.5 man-day per station will breach the 50% prescription of MD 1.

IAF MD1:2018 の要求事項 7.3.1 に

・ サンプルングされた 1 サイト当たりの審査工数の削減は 50%を超えてはならない。
とある。

石油販売会社の審査時間の殆どがサービスステーションに対するものであり、IAF MD5:2016 及び MD1 の要求事項に従うと、QMS の審査工数はサービスステーションの規模によって大きく異なる。

しかし、サービスステーションにおける主な作業の流れは同じであるため、審査の内容も基本的には同じである。また、作業の流れが比較的単純で、重要プロセスが明らかであり、各ステーションの作業の流れも似通っているため、審査時に審査所見を作成することができ、他の複雑なサイトより審査工数を減らすことができる。

従って、MD1 の要求に従って審査工数を設定するのは合理的ではなく非効率である。サービスステーションあたり 0.5 人/日の審査工数で十分な審査ができるが、それでは MD1 の要求事項に違反してしまう。

Requested action by the IAF TC:

We hope that TC can take into account the characteristics of the service station of the oil sales company, and decide whether th 0.5 man-day for the auditing of service station is acceptable.

石油販売会社のサービスステーションの特性を考慮し、0.5 人/日の審査工数設定が可能かどうか決定してほしい。

Consensus of the IAF TC (also to be documented in the meeting summary):

That IAF MD 1 was written as a general document and cannot be written for all situations.

Furthermore, when there are exceptions they cannot become the general rule and the discussions/agreements are between the CAB and AB, not IAF.

IAF MD1 は一般的な文書であり、すべての状況を規定しているわけではない。更に、例外については一般ルール（が適用されるわけ）ではない。従って、CB と AB の間で話し合い合意すること。IAF ではおこなわない。