

## **Criteria for Selection of Sub-contractor auditors and Technical Experts for Audits**

Under the Provisions of BIS Act 1986 and rules and regulations framed therein, Bureau of Indian Standards is operating various Management Systems Certification Schemes - IS/ISO 9001 (QMS), IS/ISO 14001(EMS), IS 18001 (OHSMS), IS 15000 (HACCP), IS 22000 (FSMS), IS 15700 (SQMS) certification. Under these Schemes, licences are granted to various industry and service organizations. The Quality Management System Certification (IS/ISO 9001:2008) Scheme is accredited for 26 sectors and EMS for 3 sectors by Raad voor Accreditatie (RvA), Netherlands.

BIS from time to time requires the services of sub-contractor auditors and technical experts for undertaking audits for Management Systems Certification Schemes - IS/ISO 9001 (QMS), IS/ISO 14001(EMS), IS 18001 (OHSMS), IS 15000 (HACCP), IS 22000 (FSMS), IS 15700 (SQMS) certification, undertaken through its various regional offices. Criteria applicable for selection of sub-contractor auditors and technical experts for QMS certification scheme (IS/ISO 9001) is given below. For EMS certification, criteria as laid down in IS/ISO 19011 is applicable for OHSMS, HACCP, FSMS and SQMS, similar criteria as laid down in IS/ISO 19011 would be applicable. For further details BIS regional offices or MSCD at HQs may be contacted at the addresses given below the criteria.

### **1. CRITERIA FOR SELECTION**

**1.1 Sub-Contractor Auditor - (Qualification and Experience)** - shall be a graduate and shall preferably have a minimum of 4 years' experience in product certification activity and carried out a minimum of 200 product certification inspections or 4 years' total work experience in a technical, managerial or professional position out of which atleast 2 years in the field of quality. Confidential report/performance report of the candidate from the last employer shall also be considered where applicable.

**1.2 Sub-contractor Auditor - (Training)** - shall have successfully passed a training course in quality system audit recognized by National Accreditation Board for Auditors and Trainee (NABAT)/IRCA, UK. Minimum 40 hours of audit training.

**1.3 Technical Expert (Qualification and Experience)** - Qualification in the relevant discipline, atleast graduation, plus 50 product certification inspections in similar field or 3 years' work place experience in the relevant field. Knowledge and skill will cover sector-specific terminology, technical characteristics of processes and products, including services, and sector-specific processes and practices.

**Or**

A qualified auditor having qualification in the relevant discipline and have witnessed 5 quality system surveillance audits as an auditor-in-training/auditor or 3 initial/renewal audit as an auditor-in-training/auditor/team leader plus training or knowledge of guidance notes for applicability of ISO 9001 elements in the relevant field.

1.4 Confidential report/performance report of the candidate from the last employer shall also be considered where applicable or antecedent shall be considered.

**1.5 In addition to the above, the applicant for the sub-contractor (auditor) and sub-contractor (technical expert) shall meet the criteria for audit experience, competence, personal attributes, etc as laid down in IS/ISO 19011:2002.**

<b>LIST OF REGIONAL OFFICES OF BUREAU OF INDIAN STANDARDS</b>				
<b>Northern Region Office</b>	<b>Management Bureau SCO Chandigarh-160 022</b>	<b>Systems of 335-336, 022</b>	<b>Certification Indian Sector</b>	<b>Officer Standards 34-A</b>
<b>Eastern Region Office</b>	<b>Management Bureau 1/14, V.I.P. Kolkata-700 054</b>	<b>Systems of C.I.T. Road,</b>	<b>Certification Indian Scheme</b>	<b>Officer Standards VII Kankurgachi</b>
<b>Western Region Office</b>	<b>Management Bureau Manakalaya, Andheri Mumbai-400 093</b>	<b>Systems of E-9, Behind Marol</b>	<b>Certification Indian Telephone Exchange</b>	<b>Officer Standards (East)</b>
<b>Southern Region Office</b>	<b>Management Bureau C.I.T. Chennai-600 113</b>	<b>Systems of Campus, 113</b>	<b>Certification Indian IV Cross</b>	<b>Officer Standards Road</b>
<b>Central Region Office</b>	<b>Management Bureau Manak 9 Bahadur New Delhi-110 002</b>	<b>Systems of Shah</b>	<b>Certification Indian Zafar</b>	<b>Officer Standards, Bhawan, Marg,</b>

[Please click here for Phone and email address](#)