



**DEPARTMENT OF STANDARDS MALAYSIA
SCHEME FOR THE ACCREDITATION OF CERTIFICATION BODIES
(The ACB Scheme)**

**ACB – ENERGY MANAGEMENT SYSTEMS (EnMS)
Issue 2, 22 November 2016**

**SUPPLEMENTARY REQUIREMENTS FOR BODIES OPERATING ENERGY
MANAGEMENT SYSTEMS CERTIFICATION (EnMS)**

Authority to Issue

Director General
Department of Standards Malaysia

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REQUIREMENTS FOR BODIES OPERATING ENERGY MANAGEMENT SYSTEMS CERTIFICATION

1 Scope

This criteria document defines the requirements for certification bodies operating Energy Management Systems (EnMS) Certification to ISO 50001 Energy Management Systems – Requirements with guidance for use, in addition to the requirements contained within ISO/IEC 17021-1:2015 and ISO 50003:2014.

2 Normative references

The following documents, in whole or in part, are normatively referenced in this document and are indispensable for its application.

ISO/IEC 17021-1: 2015, Conformity assessment – Requirements for bodies providing audit and certification of management systems – Part 1: Requirements

ISO 50003:2014, Energy management systems – Requirements for bodies providing audit and certification of energy management systems

Note : The latest edition of the referenced document (including any amendments) applies.

3 Terms and definitions

For the purpose of this document, the terms and definitions given in ISO 50003:2014 apply.

4 Characteristics of energy management system auditing

The requirements of ISO 50003 apply.

5 Auditing process requirements

5.1 General

The requirements of ISO 50003 apply.

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5.2 Confirming the scope of certification

The requirements of ISO 50003 apply.

5.3 Determining audit time

The requirements of ISO 50003 apply.

The following conversion table can be used as a guidance for specific energy sources:

Table 1 – Joules (J) Conversion Table

To convert	Multiply by	To obtain
kiloWatt/hours	3.600×10^6	joules
kCal	4.184×10^3	joules
Btu or BTU (British Thermal Unit)	1.055×10^3	joules

5.4 Multi-site sampling

The requirements of ISO 50003 apply.

5.5 Conducting audits

The requirements of ISO 50003 apply.

5.6 Audit report

The requirements of ISO 50003 apply.

5.7 Initial certification audit

The requirements of ISO 50003 apply.

5.8 Surveillance audit

In addition to the requirements of ISO 50003 Clause 5.8 the CB shall determine the conditions for continuation and renewal of certification.

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5.9 Recertification audit

In addition to the requirements of ISO 50003 Clause 5.9, the CB shall determine the conditions for continuation and renewal of certification.

6 Competence requirements

6.1 General

In addition to the requirements of ISO 50003, the scope for EnMS, shall be those technical areas identified in Table 2 of ISO 50003:2014.

6.2 General competence

6.2.1 The certification body shall define the minimum competencies of the auditors. As a minimum, the CB shall meet the criteria as defined in Table 2 of this document.

Criteria for EnMS Auditors

Table 2 - The criteria for EnMS auditors are as tabulated below.

Criteria	Auditor	Lead Auditor
Qualification	<p><u>Degree</u> At least 4 years of full time working experience which includes minimum 1 year of energy efficiency, or other energy related work experience.</p> <p>Or</p> <p><u>Diploma</u> 5 years working experience which includes minimum 1 year of energy efficiency, or other energy related work experience.</p> <p>Or</p> <p>Registered Electrical Energy Manager by Energy Commission (EC).</p>	<p><u>Degree</u> At least 4 years full time working experience which includes minimum 1 year of energy efficiency, or other energy related work experience.</p> <p>Or</p> <p><u>Diploma</u> 5 years working experience which includes minimum 1 year of energy efficiency, or other energy related work experience.</p> <p>Or</p> <p>Registered Electrical Energy Manager by Energy Commission (EC).</p>

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Criteria	Auditor	Lead Auditor
Auditor Training	1) Successfully completed and passed a Lead Auditor Training Course in a) EnMS; or b) EMS and to be supplemented with knowledge of ISO 50001 standard; and 2) Understanding of energy related legal requirements.	1) Successfully completed and passed a Lead Auditor Training Course in a) EnMS; or b) EMS which has to be supplemented with knowledge of ISO 50001 standard; and 2) Understanding of energy related legal requirements.
Audit Experience	Performed a minimum of 2 energy management systems audits within 2 years as a trainee auditor.	Performed a minimum of 2 Energy Management System audits within a 2-year period as a trainee lead auditor under the supervision of a lead auditor.
Maintenance of qualification	Performed at least 3 EnMS audits within 3-years.	Performed at least 3 EnMS audits within 3 years of which at least 2 audits as the lead auditor.

6.3 Technical competence

6.3.1 General

The requirements of ISO 50003 apply.

6.3.2 Competencies for Technical Experts (TE)

Technical Expert

Person who provides specific knowledge or expertise in energy related activities to the audit team.

The TE shall have a minimum of 2 years direct working experience in energy related fields.

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ACKNOWLEDGEMENTS

Ir. Boey Hor Meng (Chairman)	Department of Standards Malaysia
Aainaa Kamilah Roslee (Secretary)	Department of Standards Malaysia
Sia Lim Teck	Department of Standards Malaysia
Nurul 'Aini Hashim	Department of Standards Malaysia
Faiz Fadzil	Ministry of Energy, Green Technology and Water
Nur Hamiza Mirsa Hussain	Energy Commission
Aminah Ang	SIRIM QAS International Sdn. Bhd.
Ir. Luk Chau Beng	Institute of Engineers Malaysia