

R20.5 SRI Quoted Time Factors (Detailed Cost Proposal Addendum)

General Factors that affect the amount of time quoted per IAF MD5:2015. The specific factors considered below for a specific Application and Costs Proposal (quoted time) are listed on the Confidential Application and Cost Proposal as Factors.

The following factors may contribute to **increased** audit time:

- A) Complicated logistics involving more than one building or location where work is carried out, e.g., a separate Design Center must be audited.
- B) Staff speaking in more than one language (requiring interpreter(s) or preventing individual auditors from working independently).
- C) Very large site for the number of personnel, e.g., a forest.
- D) High degree of regulation, e.g., food, drugs, aerospace, nuclear power, etc.
- E) System covers highly complex processes or relatively high number of unique activities.
- F) Activities that require visiting temporary sites to confirm the activities of the permanent site(s) whose management system is subject to certification.
- G) Outsourced functions or processes (QMS/EMS only).
- H) Higher sensitivity of receiving environment compared to typical location for the industry sector (EMS only).
- I) Views of interested parties (EMS/OH&SMS only).
- J) Indirect aspects necessitating increase in audit time (EMS only).
- K) Additional or unusual environmental aspects or regulated conditions for the sector (EMS only).
- L) Risks of environmental accidents and impacts arising, or likely to arise, as consequences of incidents, accidents and potential emergency situations, previous environmental problems that the organization has contributed to (EMS only).
- M) Rate of accidents and occupational diseases higher than average for the business sector (OH&SMS only).
- N) If the members of the public are present on the organization's site, e.g. hospitals, schools, airports, ports, train stations, public transport (OH&SMS only).
- O) The organization is facing legal proceedings related to OH&S (depending on the severity and impact of risk involved) (OH&SMS only).
- P) The temporary large presence of many (sub)contractors' companies and their employees causing an increase in complexity or OH&S risks, e.g. periodical shutdowns or turnaround of refineries, chemical plants, steel manufacturing plants, and other large industrial complexes (OH&SMS only).
- Q) Where dangerous substances are present in quantities exposing the plant to the risk of major industrial accidents, in accordance with the applicable national regulations, and/or risk assessment documentation (OH&SMS only).

R) Organization with sites included in the scope in other countries than the mother site country, if legislation and language are not well known (OH&SMS only).

S) Results of Prior Audits

The following factors may contribute to **decreased** audit time:

- 1) Client is not "design responsible" or other standard elements are not covered in the scope (QMS only).
- 2) Very small site for number of personnel, e.g. office complex only.
- 3) Maturity of management system.
- 4) Prior knowledge of the client's management system, e.g. already certified to another standard by the same CAB. For OH&SMS, this means already certified in another voluntary OH&SMS scheme.
- 5) Client preparedness for certification, e.g. already certified or recognized by another 3rd party scheme. For OH&SMS, this means already subject to periodical audits by the National Authority for a mandatory governmental OH&SMS scheme. Note: If audit is conducted in accordance with IAF MD 11, this justification is invalid as reduction will be calculated from the level of integration.
- 6) High level of automation (QMS/EMS only).
- 7) Where staff include a number of people who work "off location," e.g., salespersons, drivers, service personnel, etc., and it is possible to substantially audit compliance of their activities with the system through review of records (QMS/EMS only).
- 8) Good performance on past audits.

Multiple Factors may exist for increasing or decreasing quoted time, but the total cumulative increases and decreases are limited under IAF MD5:2015.

The following factors may contribute to **decreased** audit time:

Multi-site/Corporate (IAF MD1:2018) and Integrated Systems (IAF MD11:2013) are coded separately as:

- Y) Multi-Site/Corporate Discount
- Z) Integration Discount

Example shows increases for D) High Regulation and G) Outsourcing, and a decrease for 1) Non-design

SRI Application and Cost Proposal (including R20.3 Terms and Conditions) Accepted by:		For SRI: (19-1) 1-1 SPB
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Authorized Signature	Date	Factors: DG1
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Printed Name	PO#	