

Publicly
Available
Specification

**MS ISO/PAS
17004:2005**

First edition
2016-02-20

**Conformity assessment – Disclosure
of information - Principles and
requirements**

ICS 03.120.20



**Mauritius Standards Bureau
Moka**

National foreword

This Publicly Available Specification is identical with **ISO/PAS 17004:2005**, *Conformity assessment – Disclosure of information – Principles and requirements*. It was adopted by the Mauritius Standards Bureau on the recommendation of **Conformity Assessment Standards Committee** and approved by the **Standards Council** on 17 December 2015. It was notified in the Government Gazette on **20 February 2016***.

The following Mauritian Standard is identical to the International Standard, which is referenced in the adopted standard:

International Standard	Corresponding Mauritian Standard
ISO/IEC 17000	MS ISO/IEC 17000 , <i>Conformity assessment – Vocabulary and general principles</i>

* **General Notice No. 183 of 2016.**



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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization. In the field of conformity assessment, the ISO Committee on conformity assessment (CASCO) is responsible for the development of International Standards and Guides.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 2.

Draft International Standards are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

In other circumstances, particularly when there is an urgent market requirement for such documents, a technical committee may decide to publish other types of normative document:

- an ISO Publicly Available Specification (ISO/PAS) represents an agreement between technical experts in an ISO working group and is accepted for publication if it is approved by more than 50 % of the members of the parent committee casting a vote;
- an ISO Technical Specification (ISO/TS) represents an agreement between the members of a technical committee and is accepted for publication if it is approved by 2/3 of the members of the committee casting a vote.

An ISO/PAS or ISO/TS is reviewed after three years in order to decide whether it will be confirmed for a further three years, revised to become an International Standard, or withdrawn. If the ISO/PAS or ISO/TS is confirmed, it is reviewed again after a further three years, at which time it must either be transformed into an International Standard or be withdrawn.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

ISO/PAS 17004 was prepared by the ISO *Committee on conformity assessment* (CASCO).

Introduction

In 2001 the ISO Council asked its policy committee on conformity assessment (CASCO) to study and prepare a group of common elements for application in future ISO documents on conformity assessment. Subsequent to this request, ISO/CASCO approved the formation of Working Group 23, *Common elements in ISO/IEC Standards for conformity assessment activities*, to undertake this task.

The working group has identified several common elements, including among others

- impartiality (ISO/PAS 17001),
- confidentiality (ISO/PAS 17002),
- complaints and appeals (ISO/PAS 17003),
- disclosure of information (ISO/PAS 17004),
- management systems (ISO/PAS 17005).

In the process of developing ISO/PAS 17002, which addresses the common element of “confidentiality”, CASCO Working Group 23 identified the need to elaborate on the related common element of “disclosure of information”. This Publicly Available Specification (PAS) addresses the “disclosure of information” element that occurs in many of the ISO/IEC Guides and International Standards on conformity assessment.

This Publicly Available Specification covers the agreed principles that give substance to the element of disclosure of information, and also provides requirements clauses intended to be included in future ISO/IEC International Standards on conformity assessment.

This Publicly Available Specification is intended to apply to the drafting of documents on conformity assessment by ISO/CASCO.

Clause 4 (Background) contains some comments on the importance of disclosure of information to conformity assessment.

Clause 5 (Principles) contains statements that are intended to orientate ISO/CASCO working groups in their task of creating requirements to address disclosure of information in their documents.

The requirements to be inserted into future ISO/CASCO documents that cover the common element of “disclosure of information” are detailed in Clause 6. ISO/CASCO has adopted a common structure for the presentation of requirements. Requirements are grouped under one or more of the following headings:

- a) General requirements;
- b) Structural requirements;
- c) Resource requirements;
- d) Process requirements;
- e) Management system requirements.

As such, each of the common elements will have requirements related to it grouped under one or more of the headings given in a) to e).

This PAS is not intended to become a future International Standard. At the end of three years after the date of publication, it is expected this PAS will be withdrawn and its contents incorporated as appropriate in relevant ISO/CASCO normative and guidance documents.

Conformity assessment — Disclosure of information — Principles and requirements

1 Scope

This Publicly Available Specification (PAS) contains principles and requirements for the element of disclosure of information as it relates to standards for conformity assessment.

It is an internal tool for use in the ISO/IEC standards development process by ISO/CASCO working groups when considering the element of disclosure of information in preparation of their documents.

This Publicly Available Specification is not a standalone normative document to be used directly in conformity assessment activities.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO/IEC 17000:2004, *Conformity assessment — Vocabulary and general principles*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO/IEC 17000 apply.

NOTE The use of the term “body” in this Publicly Available Specification means either an accreditation body or a conformity assessment body as defined in ISO/IEC 17000.

4 Background to information disclosure

4.1 Managing the balance between confidentiality and disclosure of information related to fulfilment of requirements affects stakeholders' trust and their perception of value in the conformity assessment activity being performed.

4.2 Legal requirements may provide the basis for what, how and to whom, information associated with conformity assessment activities may be disclosed. The content of this Publicly Available Specification, and the application of any subsequent requirements in CASCO documents, are subservient to the provisions found in those legal requirements.

5 Principles of disclosure of information

The following principles included in the common element of disclosure of information apply to bodies and their activities.