



# GUIDANCE FOR USE OF ISO 29001:2020

## BACKGROUND

Depending on the scope of contracts, it is standard practice for organizations in the petroleum, petrochemical and natural gas industries (further referred to as oil and gas sector) to require their products and services suppliers to operate quality management systems that conform to standards, such as ISO 9001, ISO 29001, API Spec Q1 and API Spec Q2. Products and service providers are often required to certify their quality management systems by recognized accredited certification bodies.

ISO 9001:2015 has introduced a step change to the way quality management systems are implemented across all industries. Organizations are required to place far greater emphasis on the identification and management of risks associated with their activities, processes, and output products and services. Quality management systems must include appropriate process for identification and management of risk mitigation and opportunity realization. ISO 29001:2020 supplements ISO 9001:2015 with requirements and guidance to manage risks associated with the oil and gas sector and provides a framework for aligning requirements with complementary standards employed within the sector.

Recognizing that there is vast scope of supply in the sector, from standard through to specialized materials, equipment and services, it is important to ensure that relevant risk-based approaches are taken when specifying and evaluating quality management system requirements.

This document provides guidance to organizations that adopt ISO 29001:2020 as the basis for their management systems and cascade the requirements to their products and service providers.

## KEY POINTS ISO 29001

- ISO 29001:2020 has endorsed ISO 9001:2015 entirely and unmodified. The ISO 9001 requirements are shown in text boxes in the document with the supplementary requirements and guidance specific for the oil and gas sector shown outside the text boxes. Organizations conforming to ISO 29001 will also conform to ISO 9001.

NOTE The ISO 29001:2020 project team has developed a guidance document that provides the rationale for each supplement to ISO 9001:2015.

- ISO 29001:2020 is designed to be technically equivalent to API Spec Q1 (9<sup>th</sup> edition) and API Spec Q2 (1<sup>st</sup> edition).

NOTE The ISO 29001:2020 project team has developed a guidance document that provides the correlation between ISO 29001:2020 and ISO/TS 29001:2010, API Spec Q1 (9<sup>th</sup> edition) and API Spec Q2 (1<sup>st</sup> edition).

- ISO 29001:2020 provides 'minimum' requirements as agreed within the oil and gas sector to manage quality. Organizations specifying ISO 29001:2020 to their products and service providers can incorporate additional requirements related to their own and stakeholder requirements.
- If an organization desires or is required to become certified to ISO 29001, they are advised to, if not already required by the customer, contract a certification body that has been accredited by a recognized accreditation body (i.e. IAF member) for the scope of activities.

NOTE An organization certified to ISO 29001 also meets the certification criteria for ISO 9001.

- ISO 29001:2020 like ISO 9001:2015, is designed to continuously evaluate performance in delivering satisfaction to their customer.

## CHOICE OF QUALITY MANAGEMENT SYSTEM

This document focuses on implementing ISO 29001:2020 in conjunction with ISO 9001:2015, acknowledging that it can also be applied to incorporate ISO 29001 with other quality management system standards, such as API Spec Q1 and API Spec Q2.

The organization should first understand the product or service risk. This can be from historical experience or industry data or by performing a risk assessment on the supply. Guidance on risk

assessment is provided in Annex C of ISO 29001:2020, a new element compared to ISO/TS 29001:2010. The organization should then ensure that all proposed supply sources have been evaluated and found to be capable and competent to supply the scope.

Depending on the risk assessment and supply source evaluation output, the organization will need to specify minimum quality system requirements. The organization can apply the following approach for specifying these requirements into purchase orders and contracts.

<b>Risk level</b>	<b>Minimum quality management system requirements</b>
<b>Very low</b>	Meet requirements of ISO 9001:2015
<b>Low</b>	Meet requirements of ISO 9001:2015 and, where appropriate, requirements of ISO 29001:2020
<b>Medium</b>	Have ISO 9001:2015 certification and, where appropriate, meet requirements of ISO 29001:2020.
<b>High</b>	Have ISO 9001:2015 certification and meet all requirements of ISO 29001:2020 / Have ISO 29001:2020 certification (when possible)

It is recognized that the advancement in implementation and certification of quality management system differs among regions and supply sectors. The following approach can be considered:

- In mature areas, where the majority of supply sources have a certified quality management system, the requirement for ISO 9001:2015 certification could be applied across all risk levels, allowing customers to gain added assurance.
- In new and emerging areas, where ISO 9001:2015 certification might not be available or is less common, customer would need to supplement certification with additional qualification and verification checks.
- Where ISO 29001:2020 requirements are specified, customer should put in place appropriate assurance processes to ensure requirements are being implemented and met.

As experience is gained with implementing ISO 29001:2020, the following approach can be considered:

- Customer may require products and service providers to have a combined ISO 9001:2015 and ISO 29001:2020 certification to reduce the need for them to perform individual qualifications.
- An organization may seek for a combined ISO 9001:2015 and ISO 29001:2020 certification to avoid multi-customer qualifications and/or to independently demonstrate that it has a quality management system in place that provides the organization with a higher level of assurance.

In order to ensure a consistent approach, any quality management system certification should only be issued by a certification body that is accredited by an internationally recognized accreditation body.

#### ADDITIONAL INFORMATION

The standards referenced in this guidance document can be viewed and obtained through the following links:

- [\*\*ISO 29001:2020\*\*](#), *Petroleum, petrochemical and natural gas industries – Sector-specific quality management systems – Requirements for product and service supply organizations*
- [\*\*ISO/TS 29001:2010\*\*](#), *Petroleum, petrochemical and natural gas industries – Sector-specific quality management systems – Requirements for product and service supply organizations*
- [\*\*API Spec Q1\*\*](#), *Specification for quality management system requirements for manufacturing organizations for the petroleum and natural gas industry* (9<sup>th</sup> edition, June 2013)
- [\*\*API Spec Q2\*\*](#), *Specification for quality management system requirements for service supply organizations for the petroleum and natural gas industries* (1<sup>st</sup> edition, December 2011)