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**Geotechnical investigation and testing —  
Sampling methods and groundwater  
measurements —**

**Part 3:  
Conformity assessment of enterprises  
and personnel by third party**

iTeh STANDARD PREVIEW

*Reconnaissance et essais géotechniques — Méthodes de prélèvement  
et mesurages piézométriques —*

*Partie 3: Évaluation de la conformité des entreprises et du personnel  
par un organisme tiers*

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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.

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

The main task of technical committees is to prepare International Standards. Draft International Standards adopted by the technical committees 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order to decide whether it will be confirmed for a further three years, revised to become an International Standard, or withdrawn.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/TS 22475-3 was prepared by the European Committee for Standardization (CEN) Technical Committee CEN/TC 341, *Geotechnical investigation and testing*, in collaboration with Technical Committee ISO/TC 182, *Geotechnics*, Subcommittee SC 1, *Geotechnical investigation and testing*, in accordance with the Agreement on technical cooperation between ISO and CEN (Vienna Agreement).

ISO 22475 consists of the following parts, under the general title *Geotechnical investigation and testing — Sampling methods and groundwater measurements*:

- *Part 1: Technical principles for execution*
- *Part 2: Qualification criteria for enterprises and personnel* [Technical Specification]
- *Part 3: Conformity assessment of enterprises and personnel by third party* [Technical Specification]

## Introduction

ISO 22475-1 specifies the technical principles for the execution of sampling and groundwater measurements.

The quality of these services can be proven by:

- a) a declaration of conformity by a contractor (first party control);
- b) a declaration of conformity by a client (second party control);
- c) a declaration of conformity by a conformity assessment body (third party control).

Every enterprise or individual may decide if and how they can prove the fulfilment of the technically related criteria: by first-, second- or third-party control because no part of ISO 22475 requires such a declaration.

ISO/TS 22475-2 specifies the qualification criteria for enterprises and personnel that perform sampling and groundwater measurements in accordance with ISO 22475-1.

The conformity assessment by third-party control may be made in accordance with the technical principles for execution of sampling and groundwater measurements in accordance with ISO 22475-1 as indicated in ISO/TS 22475-2 and the conformity assessment procedure given in this Technical Specification.

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# Geotechnical investigation and testing — Sampling methods and groundwater measurements —

## Part 3: Conformity assessment of enterprises and personnel by third party

### 1 Scope

This Technical Specification is applicable to the conformity assessment of enterprises and personnel performing specified parts of sampling and groundwater measurements in accordance with ISO 22475-1 and complying with the technical qualification criteria given in ISO/TS 22475-2 by third-party control.

### 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 14688-1, *Geotechnical investigation and testing — Identification and classification of soil — Part 1: Identification and description* ISO/TS 22475-3:2007  
<http://standards.iteh.ai/catalog/standards/sist/d75600b3-2729-4847-8964-2876d6a55d11/iso-ts-22475-3-2007>

ISO 14689-1, *Geotechnical investigation and testing — Identification and classification of rock — Part 1: Identification and description*

ISO 22475-1, *Geotechnical investigation and testing — Sampling methods and groundwater measurements — Part 1: Technical principles for execution*

ISO/TS 22475-2, *Geotechnical investigation and testing — Sampling methods and groundwater measurements — Part 2: Qualification criteria for enterprises and personnel*

### 3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 22475-1 and ISO/TS 22475-2 and the following apply.

#### 3.1

##### **conformity assessment**

procedure used to demonstrate the conformity of an enterprise and/or its personnel in accordance with ISO/TS 22475-2 for specified parts of sampling and groundwater measurements

#### 3.2

##### **conformity assessment body**

independent and competent body that carries out procedures for conformity assessment of enterprises and/or personnel in accordance with this Technical Specification for specified parts of sampling and groundwater measurements

**3.3 assessor**  
qualified and competent expert appointed by the conformity assessment body to carry out the conformity assessment

**3.4 certificate**  
document issued by a conformity assessment body under the rules of the assessment in accordance with this Technical Specification indicating that an enterprise and/or personnel is competent to perform specified parts of sampling and/or groundwater measurements and follow the qualification criteria in accordance with ISO/TS 22476-2

## 4 Conformity assessment of enterprises

### 4.1 General

Insofar as the work of these enterprises falls within the scope of ISO/IEC 17025, the requirements specified in that International Standard are relevant and should be considered.

### 4.2 Eligibility for conformity assessment

Enterprises performing specified parts of sampling and/or groundwater measurements in accordance with ISO 22475-1 shall meet the qualification criteria of ISO/TS 22475-2.

### 4.3 Assessment of the enterprise

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#### 4.3.1 Application procedure for the assessment

**4.3.1.1** An application form shall be submitted by the enterprise to the conformity assessment body indicating to which specific elements of ISO 22475-1 the application relates. It shall also be accompanied by relevant documents and presentation relating to the experience, training and qualification of the enterprise and its relevant personnel.

**4.3.1.2** The presentation of the enterprise shall contain the following (if applicable):

- a) organization;
- b) number of employees with their education, training, experience and certificates;
- c) number and types of drill rigs, machines and equipment and how they correspond to the certificates of the employees;
- d) evidence of maintenance and records for the equipment;
- e) transport and storage facilities for samples;
- f) calibration systems;
- g) quality assurance system;
- h) health and safety systems;
- i) system for the presentation of results;
- j) procedures for evaluation and reporting the results;
- k) procedures for handling divergences.



**4.3.1.3** Arrangements shall be made in advance for the assessor and enterprise to meet at the enterprise office and investigation site to demonstrate its skills, knowledge and safe working in accordance with the set standards and procedures of the conformity assessment body.

#### **4.3.2 Assessment procedure**

**4.3.2.1** The assessor shall examine the application form and accompanying documents in the presence of a competent and responsible representative (e.g. managing director) of the applicant enterprise at an interview. This examination and interview will form part of the assessor's review of the experience and knowledge of the enterprise. The assessor shall make an assessment by observation and questioning.

**4.3.2.2** The conformity assessment of an enterprise competence provides formal recognition of success in units of competence made up of a number of elements of competence. Each element can be separately assessed. Units and elements may be assessed in any order and there is no limitation of time over which this may take place.

**4.3.2.3** To gain a conformity assessment the applicant enterprise shall demonstrate the ability to meet all the qualification criteria in accordance with ISO/TS 22475-2.

**4.3.2.4** Units of competence to be assessed shall include:

- a) the requirements for the enterprise in accordance with ISO/TS 22475-2;
- b) the personnel requirements in accordance with ISO/TS 22475-2.

**4.3.2.5** All evidence shall be collected by the assessor and assembled into a portfolio of the applicant enterprise together with the assessor's comments and judgements (assessment report). This portfolio shall be examined by the conformity assessment body who will award a certificate if it meets all their criteria for award.

**4.3.2.6** When full assessment is judged satisfactory, the conformity assessment body will issue a certificate to the enterprise.

**4.3.2.7** In case the conformity assessment is judged "not satisfactory" the applicant enterprise may submit a new application form after six months.

**4.3.2.8** The certificate is valid for three years. The competence of the enterprise in accordance with the qualification criteria of ISO/TS 22475-2 shall be checked by a re-assessment in accordance with 4.3.3 after these three years.

**4.3.2.9** During these three years

- a) the enterprise shall inform the conformity assessment body about any changes concerning the competence of the enterprise and its personnel,
- b) the conformity assessment body may do some inspections producing an inspection report.

If the conformity assessment body judges that the enterprise does not fulfil the qualification of ISO/TS 22475-2 due to these changes, the certificate shall be withdrawn.

**4.3.2.10** A complementary assessment for additional specified parts of ISO 22475-1 may be done at any time. These specified parts shall be re-assessed together with the previous specified parts.

#### **4.3.3 Re-assessment**

##### **4.3.3.1 Application procedure for the re-assessment**

The enterprise shall submit an application form to the conformity assessment body for re-assessment indicating to which specific elements of ISO 22475-1 the application relates. It shall also again be