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**Obvladovanje premoženja – Sistemi vodenja – Zahteve**

Asset management – Management systems – Requirements

Gestion d'actifs – Systèmes de management – Exigences

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[SIST ISO 55001:2014](https://standards.iteh.ai/catalog/standards/sist/b1d06ef7-b74a-4065-bbe8-1d5855f02eef/sist-iso-55001-2014)

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ICS 01.100.10; 03.100.70

Referenčna oznaka  
SIST ISO 55001:2014 (sl)

Nadaljevanje na straneh 2 do 25

## **NACIONALNI UVOD**

Standard SIST ISO 55001 (sl, en), Obvladovanje premoženja – Sistemi vodenja – Zahteve, 2014, ima status slovenskega standarda in je istoveten mednarodnemu standardu ISO 55001, Asset management – Management systems – Requirements, 2014.

## **NACIONALNI PREDGOVOR**

Besedilo standarda ISO 55001:2014 je pripravil projektni odbor ISO/PC 251 Obvladovanje premoženja.

Slovenski standard SIST ISO 55001:2014 je prevod angleškega besedila mednarodnega standarda ISO 55001:2014. V primeru spora glede besedila slovenskega prevoda v tem standardu je odločilen izvorni mednarodni standard v angleškem jeziku. Slovensko-angleško izdajo standarda je pripravil SIST/TC VZD Vzdrževanje in obvladovanje premoženja.

Odločitev za privzem tega standarda je 26. februarja 2014 sprejel tehnični odbor SIST/TC VZD Vzdrževanje in obvladovanje premoženja.

## **ZVEZE S STANDARDI**

S privzemom tega mednarodnega standarda veljajo za omejeni namen referenčnih standardov vsi standardi, navedeni v izvorniku, razen standarda, ki je že sprejet v nacionalno standardizacijo:

SIST ISO 55000:2017 (sl,en) Obvladovanje premoženja – Pregled, načela in terminologija

## **OSNOVA ZA IZDAJO STANDARDARDA**

- privzem standarda ISO 55001:2014

## **OPOMBI**

- Povsod, kjer se v besedilu standarda uporablja izraz "mednarodni standard", v SIST ISO 55001:2014 to pomeni "slovenski standard".
- Nacionalni uvod in nacionalni predgovor nista sestavni del standarda.

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## Predgovor

Mednarodna organizacija za standardizacijo (ISO) je svetovna zveza nacionalnih organov za standarde (članov ISO). Mednarodne standarde po navadi pripravljajo tehnični odbori ISO. Vsak član, ki ga zanima področje, za katero je bil ustanovljen tehnični odbor, ima pravico biti zastopan v tem odboru. Pri delu sodelujejo tudi mednarodne vladne in nevladne organizacije, povezane z ISO. V vseh zadevah, ki so povezane s standardizacijo na področju elektrotehnike, ISO tesno sodeluje z Mednarodno elektrotehniško komisijo (IEC).

Postopki, uporabljeni pri razvoju tega dokumenta, in postopki, predvideni za njegovo nadaljnje vzdrževanje, so opisani v Direktivah ISO/IEC, 1. del. Posebna pozornost naj se nameni različnim kriterijem odobritve, potrebnim za različne vrste dokumentov ISO. Ta dokument je bil pripravljen v skladu z uredniškimi pravili Direktiv ISO/IEC, 2. del (glej [www.iso.org/directives](http://www.iso.org/directives)).

Opozoriti je treba na možnost, da je lahko nekaj elementov tega dokumenta predmet patentnih pravic. ISO ne prevzema odgovornosti za identifikacijo katerihkoli ali vseh takih patentnih pravic. Podrobnosti o morebitnih patentnih pravicah, prepoznanih med pripravo tega dokumenta, bodo navedene v uvodu in/ali na seznamu patentnih izjav, ki jih je prejela organizacija ISO (glej [www.iso.org/patents](http://www.iso.org/patents)).

Morebitna trgovska imena, uporabljena v tem dokumentu, so informacije za uporabnike in ne pomenijo podpore blagovni znamki.

Za razlago pomena specifičnih pojmov in izrazov ISO, povezanih z ugotavljanjem skladnosti, ter informacij o tem, kako ISO spoštuje načela Mednarodne trgovinske organizacije (WTO) v Tehničnih ovirah pri trgovanju (TBT), glej naslednji naslov URL: [www.iso.org/foreword.html](http://www.iso.org/foreword.html).

Ta dokument je pripravil projektni odbor ISO/PC 251 Obvladovanje premoženja.

## 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.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see [www.iso.org/directives](http://www.iso.org/directives)).

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. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see [www.iso.org/patents](http://www.iso.org/patents)).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the WTO principles in the Technical Barriers to Trade (TBT) see the following URL: Foreword - Supplementary information.

The committee responsible for this document is Project Committee ISO/PC 251, *Asset management*.

## Uvod

Ta mednarodni standard določa zahteve za vzpostavitev, izvajanje, vzdrževanje in izboljševanje sistema vodenja za obvladovanje premoženja, imenovanega "sistem obvladovanja premoženja".

Ta mednarodni standard lahko uporablja katerakoli organizacija. Organizacija določi, za katera od njenih premoženj se ta mednarodni standard uporablja.

Ta mednarodni standard je v prvi vrsti namenjen:

- tistim, ki so vključeni v vzpostavitev, izvajanje, vzdrževanje in izboljševanje sistema obvladovanja premoženja;
- tistim, ki so vključeni v izvajanje aktivnosti obvladovanja premoženja, in izvajalcem storitev;
- notranjim in zunanjim stranem za oceno zmožnosti organizacije izpolnjevati zakonske, regulativne in pogodbene zahteve ter lastne zahteve organizacije.

Vrstni red, v katerem so zahteve predstavljene v tem mednarodnem standardu, ne odraža njihove pomembnosti ali namiguje na vrstni red, v katerem jih je treba izvajati.

Dodatni napotki o uporabi zahtev v tem mednarodnem standardu so na voljo v ISO 55002.

Splošne informacije o obvladovanju premoženja in informacije o terminologiji, ki se uporablja za ta mednarodni standard, so na voljo v ISO 55000. Organizacije lahko ugotovijo, da bo upoštevanje načel pomagalo pri razvoju obvladovanja premoženja v njihovi organizaciji.

Ta mednarodni standard uporablja definicijo "tveganja" iz standardov ISO 31000:2009 in ISO Guide 73:2009. Poleg tega uporablja izraz "deležnik" in ne "zainteresirana stran".

Ta mednarodni standard je zasnovan tako, da omogoči organizaciji, da uskladi in integrira svoj sistem obvladovanja premoženja s sorodnimi zahtevami sistemov vodenja.

[Dodatek A](#) zagotavlja dodatne informacije o področjih, povezanih z aktivnostmi obvladovanja premoženja.

## Introduction

This International Standard specifies the requirements for the establishment, implementation, maintenance and improvement of a management system for asset management, referred to as an "asset management system".

This International Standard can be used by any organization. The organization determines to which of its assets this International Standard applies.

This International Standard is primarily intended for use by:

- those involved in the establishment, implementation, maintenance and improvement of an asset management system;
- those involved in delivering asset management activities and service providers;
- internal and external parties to assess the organization's ability to meet legal, regulatory and contractual requirements and the organization's own requirements.

The order in which requirements are presented in this International Standard does not reflect their importance or imply the order in which they are to be implemented.

Further guidance regarding the application of the requirements within this International Standard is provided in ISO 55002.

General information on asset management, and information on the terminology applicable to this International Standard, is provided in ISO 55000. Organizations can find that consideration of the principles will assist the development of asset management in their organization.

This International Standard applies the definition of "risk" given in ISO 31000:2009 and ISO Guide 73:2009. In addition, it uses the term "stakeholder" rather than "interested party".

This International Standard is designed to enable an organization to align and integrate its asset management system with related management system requirements.

[Annex A](#) provides additional information on areas related to asset management activities.

## Obvladovanje premoženja – Sistemi vodenja – Zahteve

### 1 Področje uporabe

Ta mednarodni standard določa zahteve za sistem obvladovanja premoženja v kontekstu organizacije.

OPOMBA 1: Ta mednarodni standard je namenjen predvsem uporabi pri obvladovanju fizičnih premoženj, vendar ga je mogoče uporabiti tudi za druge vrste premoženja.

OPOMBA 2: Ta mednarodni standard ne opredeljuje finančnih, računovodskih ali tehničnih zahtev za obvladovanje specifičnih vrst premoženja.

OPOMBA 3: V ISO 55000, ISO 55002 in tem mednarodnem standardu se izraz "sistem obvladovanja premoženja" uporablja za sklicevanje na sistem vodenja za obvladovanje premoženja.

### 2 Zveze s standardi

Naslednji dokumenti, v celoti ali delno, so v tem dokumentu normativno navedeni in so nepogrešljivi za njegovo uporabo. Za datirane reference velja samo navedena izdaja. Za nedatirane reference velja zadnja izdaja navedenega dokumenta (vključno z morebitnimi dopolnili).

ISO 55000:2014, Obvladovanje premoženja – Pregled, načela in terminologija

### 3 Izrazi in definicije

V tem dokumentu se uporabljajo izrazi in definicije iz standarda ISO 55000.

### 4 Kontekst organizacije

#### 4.1 Razumevanje organizacije in njenega konteksta

Organizacija mora opredeliti zunanje in notranje zadeve, ki so pomembne za njen namen in ki vplivajo na njeno zmožnost doseči načrtovan(-e) rezultat(-e) svojega sistema obvladovanja premoženja.

Cilji obvladovanja premoženja, vključeni v strateški plan obvladovanja premoženja (SAMP), morajo biti usklajeni z organizacijskimi cilji in dosledni z njimi.

## Asset management – Management systems – Requirements

### 1 Scope

This International Standard specifies requirements for an asset management system within the context of the organization.

NOTE 1 This International Standard is intended to be used for managing physical assets in particular, but it can also be applied to other asset types.

NOTE 2 This International Standard does not specify financial, accounting or technical requirements for managing specific asset types.

NOTE 3 For the purposes of ISO 55000, ISO 55002 and this International Standard, the term "asset management system" is used to refer to a management system for asset management.

### 2 Normative reference

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

ISO 55000:2014, Asset management – Overview, principles and terminology

### 3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 55000 apply.

### 4 Context of the organization

#### 4.1 Understanding the organization and its context

The organization shall determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended outcome(s) of its asset management system.

Asset management objectives, included in the strategic asset management plan (SAMP), shall be aligned to, and consistent with, the organizational objectives.

#### 4.2 Razumevanje potreb in pričakovanj deležnikov

Organizacija mora opredeliti:

- deležnike, ki so pomembni za sistem obvladovanja premoženja,
- zahteve in pričakovanja teh deležnikov glede obvladovanja premoženja,
- kriterije za odločanje pri obvladovanju premoženja,
- zahteve deležnikov za evidentiranje finančnih in nefinančnih informacij, pomembnih za obvladovanje premoženja, ter za poročanje o njih, tako notranje kot zunanje.

#### 4.3 Opredeljevanje obsega sistema obvladovanja premoženja

Organizacija mora opredeliti meje in uporabnost sistema obvladovanja premoženja, da določi njegov obseg. Obseg mora biti usklajen s SAMP in politiko obvladovanja premoženja. Pri opredeljevanju tega obsega mora organizacija upoštevati:

- zunanje in notranje zadeve iz [4.1](#),
- zahteve iz [4.2](#),
- interakcijo z drugimi sistemi vodenja, če se uporabljajo.

Organizacija mora opredeliti portfelj premoženja, ki ga zajema področje sistema obvladovanja premoženja.

Obseg sistema obvladovanja premoženja mora biti na voljo kot dokumentirana informacija.

#### 4.4 Sistem obvladovanja premoženja

Organizacija mora vzpostaviti, izvajati, vzdrževati in nenehno izboljševati sistem obvladovanja premoženja, vključno s potrebnimi procesi in njihovim medsebojnim sodelovanjem, v skladu z zahtevami tega mednarodnega standarda.

Organizacija mora razviti SAMP, ki vključuje dokumentacijo o vlogi sistema obvladovanja premoženja pri podpiranju doseganja ciljev obvladovanja premoženja.

#### 4.2 Understanding the needs and expectations of stakeholders

The organization shall determine:

- the stakeholders that are relevant to the asset management system;
- the requirements and expectations of these stakeholders with respect to asset management;
- the criteria for asset management decision making;
- the stakeholder requirements for recording financial and non-financial information relevant to asset management, and for reporting on it both internally and externally.

#### 4.3 Determining the scope of the asset management system

The organization shall determine the boundaries and applicability of the asset management system to establish its scope. The scope shall be aligned with the SAMP and the asset management policy. When determining this scope, the organization shall consider:

- the external and internal issues referred to in [4.1](#);
- the requirements referred to in [4.2](#);
- the interaction with other management systems, if used.

The organization shall define the asset portfolio covered by the scope of the asset management system.

The scope shall be available as documented information.

#### 4.4 Asset management system

The organization shall establish, implement, maintain and continually improve an asset management system, including the processes needed and their interactions, in accordance with the requirements of this International Standard.

The organization shall develop a SAMP which includes documentation of the role of the asset management system in supporting achievement of the asset management objectives



## 5 Voditeljstvo

### 5.1 Voditeljstvo in zavezanost

Najvišje vodstvo mora dokazovati voditeljstvo in zavezanost v zvezi s sistemom obvladovanja premoženja:

- z zagotavljanjem, da so politika obvladovanja premoženja, SAMP in cilji obvladovanja premoženja vzpostavljeni in skladni z organizacijskimi cilji,
- z zagotavljanjem vključevanja zahtev sistema obvladovanja premoženja v poslovne procese organizacije,
- z zagotavljanjem, da so viri za sistem obvladovanja premoženja na voljo,
- s komuniciranjem o pomembnosti učinkovitega obvladovanja premoženja in skladnosti z zahtevami sistema obvladovanja premoženja,
- z zagotavljanjem, da sistem obvladovanja premoženja doseže predvidene rezultate,
- z usmerjanjem in podporo osebam, da prispevajo k uspešnosti sistema obvladovanja premoženja,
- s spodbujanjem medfunkcijskega sodelovanja znotraj organizacije,
- s spodbujanjem nenehnega izboljševanja,
- s podpiranjem drugih relevantnih vodstvenih vlog, da dokazujejo voditeljstvo na svojih področjih odgovornosti,
- z zagotavljanjem, da je pristop, ki se uporablja za obvladovanje tveganj pri obvladovanju premoženja, usklajen s pristopom organizacije za obvladovanje tveganj.

OPOMBA: Pomen besede "poslovanje", uporabljene v tem mednarodnem standardu, se lahko širše razloži kot tiste dejavnosti, ki so ključne za obstoj organizacije.

### 5.2 Politika

Najvišje vodstvo mora vzpostaviti politiko obvladovanja premoženja, ki:

- a) ustreza namenu organizacije,
- b) daje okvir za opredeljevanje ciljev obvladovanja premoženja,

## 5 Leadership

### 5.1 Leadership and commitment

Top management shall demonstrate leadership and commitment with respect to the asset management system by:

- ensuring that the asset management policy, the SAMP and asset management objectives are established and are compatible with the organizational objectives;
- ensuring the integration of the asset management system requirements into the organization's business processes;
- ensuring that the resources for the asset management system are available;
- communicating the importance of effective asset management and of conforming to the asset management system requirements;
- ensuring that the asset management system achieves its intended outcome(s);
- directing and supporting persons to contribute to the effectiveness of the asset management system;
- promoting cross-functional collaboration within the organization;
- promoting continual improvement;
- supporting other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility;
- ensuring that the approach used for managing risk in asset management is aligned with the organization's approach for managing risk.

NOTE Reference to "business" in this International Standard can be interpreted broadly to mean those activities that are core to the purposes of the organization's existence.

### 5.2 Policy

Top management shall establish an asset management policy that:

- a) is appropriate to the purpose of the organization;
- b) provides a framework for setting asset management objectives;

- c) vključuje zavezanost izpolnjevanju veljavnih zahtev,
- d) vključuje zavezanost nenehnemu izboljševanju sistema obvladovanja premoženja.

- c) includes a commitment to satisfy applicable requirements;
- d) includes a commitment to continual improvement of the asset management system.

Politika obvladovanja premoženja mora:

- biti dosledna z organizacijskim planom,
- biti dosledna z drugimi ustreznimi organizacijskimi politikami,
- ustrezati naravi in obsegu premoženj in poslovanja organizacije,
- biti na voljo kot dokumentirana informacija,
- biti obravnavana znotraj organizacije,
- biti po potrebi na voljo deležnikom,
- biti izvajana, redno pregledovana in po potrebi posodobljena.

The asset management policy shall:

- be consistent with the organizational plan;
- be consistent with other relevant organizational policies;
- be appropriate to the nature and scale of the organization's assets and operations;
- be available as documented information;
- be communicated within the organization;
- be available to stakeholders, as appropriate;
- be implemented and be periodically reviewed and, if required, updated.

### 5.3 Organizacijske vloge, odgovornosti in pooblastila

Najvišje vodstvo mora zagotoviti, da so odgovornosti in pooblastila za relevantne vloge dodeljene in sporočene znotraj organizacije.

### 5.3 Organizational roles, responsibilities and authorities

Top management shall ensure that the responsibilities and authorities for relevant roles are assigned and communicated within the organization.

Najvišje vodstvo mora dodeliti odgovornosti in pooblastila za:

- a) vzpostavitev in posodabljanje SAMP, vključno s cilji obvladovanja premoženja,
- b) zagotavljanje, da sistem obvladovanja premoženja podpira izvajanje SAMP,
- c) zagotavljanje, da je sistem obvladovanja premoženja skladen z zahtevami tega mednarodnega standarda,
- d) zagotavljanje primernosti, ustreznosti in uspešnosti sistema obvladovanja premoženja,
- e) vzpostavitev in posodabljanje plana(-ov) obvladovanja premoženja (glej [6.2.2](#)),
- f) poročanje o izvajanju sistema obvladovanja premoženja najvišjemu vodstvu.

Top management shall assign the responsibility and authority for:

- a) establishing and updating the SAMP, including asset management objectives;
- b) ensuring that the asset management system supports delivery of the SAMP;
- c) ensuring that the asset management system conforms to the requirements of this International Standard;
- d) ensuring the suitability, adequacy and effectiveness of the asset management system;
- e) establishing and updating the asset management plan(s) (see [6.2.2](#));
- f) reporting on the performance of the asset management system to top management.

## 6 Planiranje

### 6.1 Ukrepi za obravnavanje tveganj in priložnosti sistema obvladovanja premoženja

Pri planiranju sistema obvladovanja premoženja mora organizacija upoštevati zadeve iz [4.1](#) in zahteve iz [4.2](#) ter opredeliti tveganja in

## 6 Planning

### 6.1 Actions to address risks and opportunities for the asset management system

When planning for the asset management system, the organization shall consider the issues referred to in [4.1](#) and the requirements

priložnosti, ki jih je treba obravnavati:

- da se zagotovi, da sistem obvladovanja premoženja lahko doseže predvideni(-e) rezultat(-e),
- da se preprečijo ali zmanjšajo neželeni učinki,
- da se izvaja nenehno izboljševanje.

Organizacija mora planirati:

- a) ukrepe za obravnavanje teh tveganj in priložnosti ob upoštevanju, kako se lahko ta tveganja in priložnosti s časom spreminjajo,
- b) kako:
  - vključiti in izvajati ukrepe v svojih procesih sistema obvladovanja premoženja,
  - ovrednotiti uspešnost teh ukrepov.

referred to in [4.2](#) and determine the risks and opportunities that need to be addressed to:

- give assurance that the asset management system can achieve its intended outcome(s);
- prevent, or reduce undesired effects;
- achieve continual improvement.

The organization shall plan:

- a) actions to address these risks and opportunities, taking into account how these risks and opportunities can change with time;
- b) how to:
  - integrate and implement the actions into its asset management system processes;
  - evaluate the effectiveness of these actions.

## 6.2 Cilji obvladovanja premoženja in planiranje njihovega doseganja

## 6.2 Asset management objectives and planning to achieve them

### 6.2.1 Cilji obvladovanja premoženja

### 6.2.1 Asset management objectives

Organizacija mora vzpostaviti cilje obvladovanja premoženja na ustreznih funkcijah in ravneh.

The organization shall establish asset management objectives at relevant functions and levels.

Pri vzpostavitvi svojih ciljev obvladovanja premoženja mora organizacija upoštevati zahteve ustreznih deležnikov in druge finančne, tehnične, zakonske, regulativne in organizacijske zahteve v procesu planiranja obvladovanja premoženja.

When establishing its asset management objectives, the organization shall consider the requirements of relevant stakeholders and of other financial, technical, legal, regulatory and organizational requirements in the asset management planning process.

Cilji obvladovanja premoženja morajo:

The asset management objectives shall:

- biti dosledni in usklajeni z organizacijskimi cilji,
- biti dosledni s politiko obvladovanja premoženja,
- biti vzpostavljeni in posodobljeni z uporabo kriterijev za odločanje za obvladovanje premoženja (glej [4.2](#)),
- biti vzpostavljeni in posodobljeni kot del SAMP,
- biti merljivi (če je izvedljivo),
- upoštevati veljavne zahteve,

- be consistent and aligned with the organizational objectives;
- be consistent with the asset management policy;
- be established and updated using asset management decision-making criteria (see [4.2](#));
- be established and updated as part of the SAMP;
- be measurable (if practicable);
- take into account applicable requirements;