



SLOVENSKI STANDARD

oSIST prEN 18306:2026

01-april-2026

Zagotavljanje storitev - Smernice za organizacije, ki zagotavljajo sezname predhodno kvalificiranih, kvalificiranih ali izbranih ponudnikov storitev

Provision of services - Guidance for organizations which provide lists of prequalified, qualified or shortlisted service providers

Erbringung von Dienstleistungen - Leitfaden für Organisationen, die Listen von präqualifizierten, qualifizierten oder in die engere Wahl gezogenen Dienstleistern bereitstellen

Prestation de services - Recommandations pour les organismes qui fournissent des listes de prestataires préqualifiés, qualifiés ou présélectionnés

Ta slovenski standard je istoveten z: prEN 18306

ICS:

03.080.20 Storitve za podjetja Services for companies

oSIST prEN 18306:2026

en,fr,de

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EUROPEAN STANDARD
NORME EUROPÉENNE
EUROPÄISCHE NORM

DRAFT
prEN 18306

January 2026

ICS 03.080.20

English Version

Provision of services - Guidance for organizations which provide lists of prequalified, qualified or shortlisted service providers

Prestation de services - Recommandations pour les organismes qui fournissent des listes de prestataires préqualifiés, qualifiés ou présélectionnés

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Contents	Page
European foreword	3
Introduction	4
1 Scope	5
2 Normative references	5
3 Terms and definitions	5
4 Recommendations on (pre)qualification	7
4.1 General	7
4.2 List of qualifications	7
4.3 Assessment criteria	8
4.4 Rules of conduct for the qualified service provider	8
4.5 Probationary (trial)qualification	9
5 Recommendations on qualification process	9
5.1 Introduction	9
5.2 General provisions	9
5.3 The award procedure	10
5.3.1 The application	10
5.3.2 Verification of file conformity	11
5.3.3 The processing (3.10)	11
5.3.4 The qualification decision	11
5.3.5 Award of the qualification certificate	12
5.4 The monitoring procedure	13
5.5 The review procedure	13
5.6 Appeals and complaints procedure	13
5.6.1 General	13
5.6.2 Appeals	13
5.6.3 Complaints	14
5.7 Sanction and withdrawal of qualifications	14
5.8 Trademark and graphic charter	14
5.8.1 General	14
5.8.2 Trademark and name	15
5.8.3 Graphic charter	15
6 Recommendations on qualification bodies	15
6.1 General provisions	15
6.2 Organizational structure	16
6.3 Subcontracting	17
6.4 Quality system	17
6.4.1 Quality manual content	17
6.4.2 Internal audit and management reviews	18
6.4.3 Quality system documentation	18
6.4.4 Quality recording	19
6.5 Confidentiality	19
6.6 Qualification body personnel	19
6.6.1 General considerations	19
6.6.2 Rules on competence and training	20
6.6.3 Selection and assignment of the people in charge of the investigation	20
6.6.4 Recording and retention of information relating to the investigation personnel	21
Bibliography	22

European foreword

This document (prEN 18306:2026) has been prepared by Technical Committee CEN/TC 447 "Horizontal standards for the provision of services", the secretariat of which is held by BSI.

This document is currently submitted to the CEN Enquiry.

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prEN 18306 (E)**Introduction**

Pre-qualification or qualification systems exist to help buyers select service providers capable of meeting their needs and carry out their projects.

These systems can be established and managed internally by buyers. But buyers can also use systems for pre qualifying or qualifying service providers which are established and managed by third parties.

The purpose of this document is to give recommendations to harmonize:

- the service providers pre-qualification or qualification process
- the operating of the organizations which provide list of pre-qualified or qualified service providers.

It complements the recommendations of [EN 17371-1:2021 \[1\]](#).

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1 Scope

This document provides guidance for setting up and operating a service providers pre-qualification, qualification, or shortlisting process.

This document is applicable to:

- a) organizations which provide list of pre-qualified, qualified or shortlisted service providers;
- b) any interested parties who are directly or indirectly involved in or affected by a service providers pre-qualification, qualification, or shortlisting process.

This document is not applicable to business-to-consumer (B2C) service contracts or for works contracts.

NOTE 1 “Works contracts” are contracts that have as their object the execution, or both the design and execution, of a work and are not covered in this document. Contracts having as their object only the design of a work are covered.

NOTE 2 “Work” means the outcome of building or civil engineering works taken as a whole which is sufficient in itself to fulfil an economic or technical function.

This document is also not applicable for contracts covering employment arrangements (be they of formal or informal nature).

2 Normative references

There are no normative references in this document.

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

ISO and IEC maintain terminology databases for use in standardization at the following addresses:

- ISO Online browsing platform: available at <http://www.iso.org/obp>
- IEC Electropedia: available at <http://www.electropedia.org/>

3.1

appeal

contestation on behalf of the applicant against a qualification decision concerning it

3.2

(pre)qualification certificate

document attesting that a service provider meets all the requirements defined in the list of qualifications and in the qualification reference specifications

Note 1 to entry: In the document, the term (pre)qualification has been simplified to qualification.

3.3

service buyer

organization that implements a service procurement process and contracts with a service provider

Note 1 to entry: In public procurement, the service buyer may also be known as the contracting authority/ entity [EN 17371-1:2021 \[1\]](#)

3.4

code of ethics

document specifying the rules of conduct and the values which its personnel undertake to abide by