

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

رَبِّ اشْرَحْ لِي صَدْرِي ۝ وَيَسِّرْ لِي أَمْرِي ۝
وَاحْلُلْ عُقْدَةً مِّنْ لِّسَانِي ۝ يَفْقَهُوا قَوْلِي ۝

اے میرے رب! میرا سینہ کھول دے اور میرے لیے میرا کام آسان کر دے اور
میری زبان کی گرہ کھول دے تاکہ لوگ میری بات سمجھ سکیں

رَبِّ زِدْنِي عِلْمًا

MY LORD! INCREASE ME IN KNOWLEDGE.

FST- 407.L # 27.
INTERNATIONAL ORGANIZATION FOR STANDARDIZATION
(ISO)



OVERVIEW

- The International Organization for Standardization (ISO) is an **international standard-setting** body composed of representatives from various **national standards organizations**.
- ISO is an **independent, non-governmental** international organization with a membership of **164** national standards bodies.
- It brings together **experts** to share **knowledge** and develop **voluntary, consensus-based, market relevant** International Standards that support **innovation** and provide **solutions** to global challenges.
- The ISO **Central Secretariat** is based in **Geneva**, Switzerland.

HISTORY

- ISO began in 1926 as the International Federation of the National Standardizing Associations (ISA)
- The ISA with United Nations Standards Coordinating Committee (UNSCC) and delegates from 25 countries founded the ISO on 23 February 1947.
- It was one of the first organizations granted general consultative status with the United Nations Economic and Social Council.

BENEFITS OF ISO

- International Standards bring **technological**, **economic** and **societal** benefits.
- They help to **harmonize technical specifications** of **products** and **services** making industry more **efficient** and breaking down **barriers** to **international trade**.
- **Conformity to International Standards** helps reassure **consumers** that products are **safe, efficient** and **good** for the environment.

BENEFITS OF ISO

Standards: The ISO Materials

- ISO has developed materials describing the economic and social benefits of standards, the ISO Materials.
- They are intended to be shared with decision makers and stakeholders as concrete examples of the value of standards.

BENEFITS OF ISO

- International **Standards** are **strategic tools** and **guidelines** to help **companies tackle** some of the most **demanding challenges** of modern business.
- They ensure that **business operations** are as **efficient** as possible, **increase productivity** and help companies **access new markets**.

BENEFITS OF ISO

- **Cost savings** - International Standards help optimise operations and therefore improve the bottom line
- **Enhanced customer satisfaction** - International Standards help improve quality, enhance customer satisfaction and increase sales
- **Access to new markets** - International Standards help prevent trade barriers and open up global markets
- **Increased market share** - International Standards help increase productivity and competitive advantage
- **Environmental benefits** - International Standards help reduce negative impacts on the environment

PROCESS OF STANDARDIZATION: DECISION TO DEVELOP A STANDARD

- **Development** of new standards in response to **sectors** and **stakeholder's** need.
- **Proposal** of new item to the **technical** committee.
- For **Development**: Proposed item must **receive** majority of **support** from **participating** members of technical committee.
- Other **Criteria's**: Global **Relevance**, **Need** of developing countries, **Consumers** etc.
- **Experts** from sectors.
- **Representatives** can join
- Others organizations can also apply to **participate**.
- **Public** Feedback

PROCESS OF STANDARDIZATION

Voting's and appeal

- **Two-third** of national members must approve.
- Not be **disapproved** by more than a quarter of all ISO members.
- **Right of** appeal to technical managementboard.

SIX STEP PROCESS

- 1) Proposal**
 - a) **New item** proposal is submitted.
 - b) Project **leader** is appointed.

- 2) Preparatory**
 - a) **Working group** is formed.
 - b) Best **working solutions** is forwarded to **parent** committee.

- 3) Committee**
 - a) **1st working draft** is registered by **ISO central secretariat**.
 - b) **Draft International Standard - Finalized** for submission.

- 4) Enquiry**
 - a) **Circulated for Voting and comments**
 - b) **Final draft** international standards.

- 5) Approval**
 - a) **Circulated to all ISO member bodies**.

- 6) Publication-**
 - a) **Sent to ISO central Secretariat for publication.**

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ISO-3166



ISO-3166

- It is a standard published by the **ISO** that **defines codes** for the **names of countries**, dependent **territories**, special **areas** of **geographical** interest, and their **principal subdivisions**.
- The **official name** of the standard is **Codes** for the **representation** of names of countries and their subdivisions.
- It consists of three parts:
 - **ISO 3166-1**
 - **ISO 3166-2**
 - **ISO 3166-3**

ISO 3166-1

Territories, and Special Areas of Geographical Interest

- Official name is Codes for the representation of names of countries and their subdivisions-Part 1: **Country codes**.
- Currently **249 countries**, territories, or areas of geographical interest are assigned official codes in **ISO 3166-1**.

It Defines three Sets of Country Codes

- **ISO 3166-1 alpha-2 – two-letter country codes** which are the most widely used of the three, and used most prominently for the Internet's country code top-level domains (with a few exceptions).
- **ISO 3166-1 alpha-3 – three-letter country codes** which allow a better visual association between the codes and the country names than the alpha-2 codes.
- **ISO 3166-1 Numeric – three-digit country codes** which are identical to those developed and maintained by the **United Nations Statistics Division**, with the advantage of script independence, and hence useful for people or systems using non-Latin scripts.

ISO - 3166: Pakistan

- ISO 3166-2:PK is the entry for Pakistan in ISO 3166-2, part of the ISO 3166 standard published by the International Organization for Standardization (ISO), which defines codes for the names of the principal subdivisions (e.g., provinces or states) of all countries coded in ISO 3166-1.
- Currently for Pakistan, ISO 3166-2 codes are defined for 1 federal capital territory, 4 provinces, and 2 Pakistan administered areas. The Islamabad Capital Territory contains the capital of the country Islamabad and has special status equal to the provinces and territory.
- Each code consists of two parts, separated by a hyphen. The first part is PK, the ISO 3166-1 alpha-2 code of Pakistan. The second part is two letters.

ISO - 3166: Pakistan

Code	Subdivision Name (en)	Subdivision Name (ur) (BGN/PCGN 2007)	Subdivision Category
PK-IS	Islamabad	Islāmābād	Federal Capital Territory
PK-BA	Balochistan	Balōchistān	Province
PK-KP	Khyber Pakhtunkhwa	Khaībar Pakhtūnkhwā	Province
PK-PB	Punjab	Panjāb	Province
PK-SD	Sindh	Sindh	province
PK-JK	Azad Jammu and Kashmir (local variant is AJ&K)	Āzād Jammūñ o Kashmīr	Pakistan Administered Area
PK-GB	Gilgit-Baltistan	Gilgit-Baltistān	Pakistan Administered Area

ISO - 3166: Pakistan

ISO 3166			ISO 3166-1			ISO 3166-2	
Country name	Official state name	Sovereignty	Alpha-2 code	Alpha-3 code	Numeric code	Subdivision code links	Internet ccTLD
Pakistan	The Islamic Republic of Pakistan	UN member state	PK	PAK	586	ISO 3166-2:PK	.pk

English short name (upper/lower case) ⇅	Alpha-2 code ⇅	Alpha-3 code ⇅	Numeric code ⇅	Link to ISO 3166-2 subdivision codes ⇅
Afghanistan	AF	AFG	004	ISO 3166-2:AF
Åland Islands	AX	ALA	248	ISO 3166-2:AX
Albania	AL	ALB	008	ISO 3166-2:AL
Algeria	DZ	DZA	012	ISO 3166-2:DZ
American Samoa	AS	ASM	016	ISO 3166-2:AS
Andorra	AD	AND	020	ISO 3166-2:AD
Angola	AO	AGO	024	ISO 3166-2:AO
Anguilla	AI	AIA	660	ISO 3166-2:AI
Antarctica	AQ	ATA	010	ISO 3166-2:AQ
Antigua and Barbuda	AG	ATG	028	ISO 3166-2:AG
Argentina	AR	ARG	032	ISO 3166-2:AR
Armenia	AM	ARM	051	ISO 3166-2:AM
Aruba	AW	ABW	533	ISO 3166-2:AW
Australia	AU	AUS	036	ISO 3166-2:AU
Austria	AT	AUT	040	ISO 3166-2:AT
Azerbaijan	AZ	AZE	031	ISO 3166-2:AZ
Bahamas	BS	BHS	044	ISO 3166-2:BS
Bahrain	BH	BHR	048	ISO 3166-2:BH
Bangladesh	BD	BGD	050	ISO 3166-2:BD
Barbados	BB	BRB	052	ISO 3166-2:BB
Belarus	BY	BLR	112	ISO 3166-2:BY

ISO 3166-2

- It is part of the **ISO 3166 standard**, and defines codes for **identifying the principal subdivisions** of all countries coded in ISO 3166-1.
- First published in **1998**.
- Official name is **Codes for the representation of names of countries and their subdivisions -Part 2: Country subdivision code**.
- It establishes an **international** standard of **short and unique alphanumeric** codes to represent the **relevant administrative divisions** and **dependent** territories of all countries in a more convenient and less ambiguous form than their full names.
- Currently more than **4000 codes are defined in ISO 3166-2**.
- For some countries, codes are defined for more than one level of **subdivisions**.

Entry (click to view codes) ↕	Country name ↕	Subdivisions assigned codes <small>[citation needed]</small>
AD	Andorra	7 parishes
AE	United Arab Emirates	7 emirates
AF	Afghanistan	34 provinces
AG	Antigua and Barbuda	6 parishes 2 dependencies
AI	Anguilla	—
AL	Albania	12 counties 36 districts
AM	Armenia	1 city 10 regions
AO	Angola	18 provinces
AQ	Antarctica	—
AR	Argentina	1 city 23 provinces
AS	American Samoa	—
AT	Austria	9 states
AU	Australia	6 states 2 territories
AW	Aruba	—
AX	Åland Islands	—
AZ	Azerbaijan	1 autonomous republic 11 municipalities 66 rayons

Former country name	Former codes	Period of validity	ISO 3166-3 code	New country names and codes
British Antarctic Territory	BQ, ATB, 080	1974–1979	BQAQ	Merged into Antarctica (AQ, ATA, 010)
Burma	BU, BUR, 104	1974–1989	BUMM	Name changed to Myanmar (MM, MMR, 104)
Byelorussian SSR	BY, BYS, 112	1974–1992	BYAA	Name changed to Belarus (BY, BLR, 112)
Canton and Enderbury Islands	CT, CTE, 128	1974–1984	CTKI	Merged into Kiribati (KI, KIR, 296)
Czechoslovakia	CS, CSK, 200	1974–1993	CSHH	Divided into: Czech Republic (CZ, CZE, 203) Slovakia (SK, SVK, 703)
Dahomey	DY, DHY, 204	1974–1977	DYBJ	Name changed to Benin (BJ, BEN, 204)
Dronning Maud Land	NQ, ATN, 216	1974–1983	NQAQ	Merged into Antarctica (AQ, ATA, 010)
East Timor ^[note 1]	TP, TMP, 626	1974–2002	TPTL	Name changed to Timor-Leste (TL, TLS, 626)
France, Metropolitan	FX, FXX, 249	1993–1997	FXFR	Merged into France (FR, FRA, 250)
French Afar and Issas	AI, AFI, 262	1974–1977	AIDJ	Name changed to Djibouti (DJ, DJI, 262)
French Southern and Antarctic Territories	FQ, ATF, 260	1974–1979	FQHH	Divided into: Part of Antarctica (AQ, ATA, 010) (<i>i.e.</i> , Adélie Land) French Southern Territories (TF, ATF, 260)
German Democratic Republic	DD, DDR, 278	1974–1990	DDDE	Merged into Germany (DE, DEU, 276)
Gilbert and Ellice Islands	GE, GEL, 296	1974–1979	GEHH	Divided into: Kiribati (KI, KIR, 296) Tuvalu (TV, TUV, 798)
Johnston Island	JT, JTN, 396	1974–1986	JTUM	Merged into United States Minor Outlying Islands (UM, UMI, 581)
Midway Islands	MI, MID, 488	1974–1986	MIUM	Merged into United States Minor Outlying Islands (UM, UMI, 581)
Netherlands Antilles	AN, ANT, 530 ^[note 2]	1974–2010 ^[note 3]	ANHH	Divided into: Bonaire, Sint Eustatius and Saba (BQ, BES, 535) ^[note 4] Curaçao (CW, CUW, 531)

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FST- 407.L # 29.

ISO-26000



ISO - 26000

- International Standard providing guidelines for **SOCIAL RESPONSIBILITY (SR)** named ISO 26000 or simply ISO SR.
- Published on **November 1, 2010**.
- Its goal is to contribute to **global sustainable development**, by encouraging **business** and other **organizations** to practice **social responsibility** to improve their impacts on their **workers**, their **natural environments** and their **communities**.
- ISO 26000 provides guidance on how businesses and organizations can operate in a **socially responsible way**.

ISO - 26000

The ISO 26000 standard provides guidance on:

1. The **seven key underlying principles** of social responsibility: **accountability, transparency, ethical behavior, respect for stakeholder interests, respect for the rule of law, respect for international norms of behavior, and respect for human rights.**
2. **Recognizing** social responsibility and **engaging** stakeholders.
3. The **seven core subjects and issues** pertaining to social responsibility: **organizational governance, human rights, labor practices, the environment, fair operating practices, consumer issues, and community involvement and development.**
4. **Ways to integrate socially responsible** behavior into the organization.

SCOPE OF ISO 26000

- Assist organizations in addressing their social **responsibilities** while respecting **cultural, societal, environmental, and legal differences and economic development conditions**
- Provide **practical guidance** related to making social responsibility operational
- Assist with **identifying** and **engaging** with **stakeholders** and enhancing **credibility** of **reports** and **claims** made about social responsibility
- Emphasize **performance** results and **improvement**
- Increase **confidence** and **satisfaction** in organizations among their **customers** and other **stakeholders**
- Achieve **consistency** with existing documents, international **treaties** and **conventions**, and existing **ISO** standards
- Promote common **terminology** in the social responsibility field
- Broaden **awareness** of social responsibility

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FST- 407. L # 30-31-32.

ISO-37001: ANTI-BRIBERY MANAGEMENT SYSTEMS

ISO-31000: RISK MANAGEMENT

ISO-45001: OCCUPATIONAL HEALTH AND SAFETY



37001 - ANTI-BRIBERY MANAGEMENT SYSTEMS

Specifies a series of measures to help organizations prevent, detect and address bribery

System Includes-

- **Anti-bribery policy**
- **Appointing a person to oversee anti-bribery compliance**
- **Training**
- **Risk assessments and due diligence on projects and business associates**
- **Implementing financial and commercial controls**
- **Instituting reporting**
- **Investigation procedures**

Target-

- ISO-37001 can be used by any **organization**, It is a **flexible** tool, which can be adapted according to the **size** and **nature** of the organization and the bribery risk it faces

RISK MANAGEMENT

ISO-31000: RISK MANAGEMENT

Professional reputation, as well as environmental, safety and societal outcomes

- It provides **Principles, Framework** and **a Process to avoid risks**
- It can be used by any **organization** regardless of its **size, activity** or **sector**.
- It helps in increase the likelihood of achieving **objectives**, improve the identification of **opportunities** and **threats** and effectively allocate and use **resources** for risk treatment.
- Organizations using it can **compare** their risk management practices with an **internationally** recognised **benchmark**, providing sound principles for effective management and corporate governance.

OCCUPATIONAL HEALTH AND SAFETY

ISO- 45001: OCCUPATIONAL HEALTH AND SAFETY

- Over **6300** people die **each day** from work-related accidents or diseases - that's nearly **2.3million** every year.
- **ISO-45001** occupational health and safety management systems
- It provides **framework** to improve **employee safety, reduce workplace risks** and **create better, safer working** conditions, all over the world
- It is currently being developed by a **committee of occupational health and safety experts**

ANTICIPATED BENEFITS OF ISO- 45001

- Reduce **work** related **injuries**, **ill** health and death
- Eliminate or minimize **OH & S** (**occupational health and safety**) risks
- Improve **OH & S** performance and **effectiveness**
- Demonstrate **corporate responsibility** and **meet** supply chain requirements
- **Protect** brand **reputation**
- **Motivate** and **engage** staff through **consultation** and **participation**