

<b>Safety Culture Ladder NEN</b>			
Decision number:	2021-001		
Subject:	Language requirements for foreign audits		
Date:	2021-01-14		
Implementation:	<table border="1"> <tr> <td>This decision will be published on the website and will also be included in the latest version of the SCL manual.</td> <td>Date of implementation: Immediately</td> </tr> </table>	This decision will be published on the website and will also be included in the latest version of the SCL manual.	Date of implementation: Immediately
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## Language requirements for foreign audits

### Current situation

In the current situation, the SCL manual, certification scheme and web tool are available in 4 languages: Dutch, German, English, French. Audit training is also available in these 4 languages. These languages have been chosen because users of the SCL standard are mainly located in the Netherlands, Belgium and Germany.

The SCL is developing in other European countries. The question is in which language the audit should take place. The basic rule is that the audit must take place in the language spoken by the company (or in the relevant department / location). This document provides further details. .

### Language requirements for auditors

- The basic principle is that the audit is carried out in the language of the country or operating language of the company.
- The auditor is familiar with the customs and habits of the country .
- The auditor must have knowledge and understanding of how to manage local safety and health risks.
- The language used must not adversely affect the quality of the audit. The audit team must be able to assess and value local sayings, dialects, customs and habits of the conversation. At least 1 auditor of the audit team must be a native speaker. He / she has learned the language through a natural language acquisition process. In addition , he / she was born or raised in that country or has gained at least 2 years of work experience in that country. With regard to the term of 2 years of work experience, this should not be a sequence of a number of business contacts. The work experience must have taken place during (a) longer period (s), this will be assessed by NEN.

In some cases it is conceivable that the auditor will be able to value local sayings, statements, etc., despite the fact that he was not born or raised in that country or has no work experience in that country. For example: auditors who come from or have lived in border regions. If the

certification Body (CB) wishes to deploy these auditors in a specific country, the CB has to contact NEN in advance and this will be assessed by NEN.

If the other auditor is not a native speaker, it must be demonstrated by means of a language test performed by a language institute recognized by NEN that he / she has a command of the language in word and writing at a minimum level of B2 . The result of the language test is sent to NEN with the application for a qualification for the language in question. The language test requirement applies to new applications for a particular language and is included in the application form for the authorization of auditors.

- If an CB wishes to train (native speaking) auditors, this should be done through official auditor training. Providing official auditor training (which is part of the qualification ) is reserved for parties that have concluded a license agreement with NEN. This ensures that this party complies with the final attainment levels of the auditor training (set by the Committee of Experts) and participates in harmonization activities, etc.
- NEN checks and enforces this requirement when submitting the audit plan. Audit plans must be submitted to NEN in 1 of the 4 standard languages (NL, English, German, French).
- If the above requirements cannot be met, an interpreter can be used in exceptional cases. For this, permission must be requested from NEN in advance.

### Language during offshore audits

English is usually the working language in the offshore sector. The English language is mainly used to communicate about the various operational activities between customer, contractor and subcontractor. If during the audit locations / departments / establishments are visited that use a different operating language, the audit must take place in the operating language of the relevant location / department / establishment.