



# Certification Application Review Form

<b>Date</b>		<b>Organization No</b>	
<b>Organization</b>			
<b>Head Office Address</b>			
<b>Production/Service/Site Address(es)</b>			
<b>Scope</b>			

<b>Total Number of Employees</b>	<b>Effective Number of Employees</b>	<b>Number of Sites to be Audited</b>	<b>Number of Employees Working by Sites to be Audited</b>
<b>Number of Sites</b>	<b>Number of Employees Working by Sites</b>	<b>Number of Shifts</b>	<b>Number of Employees Working per Shift</b>
<b>Number of Subcontractors Employees</b>	<b>Number of Personnel Carry Out Nearly Identical Activities</b>	<b>Number of Seasonal Product Workers</b>	<b>Part Time Employees</b>

<b>EA/ NACE Code</b>		<b>FSMS Category</b>	
<b>Not Applicable Requirement(s)</b>		<b>Number of HACCP Plan</b>	
<b>ISMS Technical Area</b>		<b>Complexity Category</b>	
<b>EnMS Technical Area</b>		<b>Risk Category</b>	
<b>OH&amp;SMS Technical Area</b>		<b>Risk Category</b>	

Are there any reasons for decreasing in number of man/days?				Are there any reasons for increasing number of man/days?			
Design and development activities not exist	% 20	<input type="checkbox"/>		More than one location	% 10	<input type="checkbox"/>	
Processes does not contain High Complexity, Simple Processes and include general activities	% 10	<input type="checkbox"/>		Building area, infrastructure, interpreter require, internal laboratory tests.	% 10	<input type="checkbox"/>	
High Level of automation	% 10	<input type="checkbox"/>		Complexity of the processes	% 10	<input type="checkbox"/>	
Working place is small in comparison to number of employees	% 10	<input type="checkbox"/>		Big working place	% 10	<input type="checkbox"/>	
Personnel have simple and similar tasks	% 10	<input type="checkbox"/>		Higher sensitivity of environment and OH&S	% 10	<input type="checkbox"/>	
Maturity of Management System	% 10	<input type="checkbox"/>		Unusual environmental aspects	% 10	<input type="checkbox"/>	
Already certified to another standard by Q-check	% 10	<input type="checkbox"/>		Number of CCP and operational prerequisite program	% 10	<input type="checkbox"/>	
Low Risk and Complexity Activities	% 10	<input type="checkbox"/>		High degree of regulation	% 10	<input type="checkbox"/>	
Very small site for number of personnel	% 10	<input type="checkbox"/>		Risks of environmental accidents and impacts	% 10	<input type="checkbox"/>	
Where staff include a number of people who work "off location" e.g. salespersons, drivers etc	% 10	<input type="checkbox"/>		Rate of accidents and occupational diseases	% 10	<input type="checkbox"/>	
Processes involving similar and repetitive activities (e.g., Service only).	% 10	<input type="checkbox"/>		The temporary large presence of many (sub)contractors companies and their employees causing an increase in complexity or OH&S risks	% 10	<input type="checkbox"/>	
Identical activities of low complexity performed on all shifts with appropriate evidence of equivalent performance on all shifts.	% 10	<input type="checkbox"/>		The risk of major industrial accidents, in accordance with the applicable national regulations	% 10	<input type="checkbox"/>	
Where a significant proportion of staff carry out a similar simple function. Repetitive process within scope (when employees perform repetitive activities).	% 10	<input type="checkbox"/>		Organization with sites included in the scope in other countries than the mother site country	% 10	<input type="checkbox"/>	
Client preparedness for certification(already certified or recognized by another 3 <sup>rd</sup> party scheme)	% 10	<input type="checkbox"/>		Processes involve a combination of hardware, software, process, and service;	% 10	<input type="checkbox"/>	
Where staff include a number of people who work 'off location' e.g.sales person, drivers, service personnel.. etc.	% 10	<input type="checkbox"/>		If the member of the public are present on the organization's sites e.g. hospitals, schools, airports...	% 10	<input type="checkbox"/>	
<b>Total</b>	% --	<input type="checkbox"/>		<b>Total</b>	% --	<input type="checkbox"/>	



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STANDARD	Man/Day	Reduced Man/Day	Level of integration	Man/Day after the reduction of integration	Standard	Man/Day	Reduced Man/Day	Level of integration	Man/Day after the reduction of integration
ISO 9001					ISO 27001				
ISO 14001					ISO 50001				
ISO 45001					ISO 10002				
ISO 22000									
<b>Total</b>					<b>Total</b>				

Number of Man/Days									
IC/S1	IC/S2	SA1	SA2	RC//S1	RC/S1				
<b>Proposed Auditor / Technical Expert</b>									
<b>Decision Maker(s)</b>									

Notes

<b>Head of Executive Operation</b>		<b>Head of Certification Body</b>	
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