

APPLICATION

for the notification of

(name of certification agency)

Initial notification

Notification scope extension

2. Full official name of the certification agency

3. Official abbreviated name

4. Country where the legal entity is registered

5. Legal address

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6. Phone

Website

email address

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7. Head of certification agency (first and last name)

The applicant undertakes:

- to comply with all the requirements related to the notification;
- to provide all necessary information, documents, and records for the notification;
- to pay the costs associated with the accreditation, regardless of its results;
- to pay further expenses for monitoring by supervising the activities of the notified certification agency.

Information about the education and work experience of the certification agency employees who are performing the conformity assessment.

Name of certification agency

#	First and last name	Education	Management System Auditor Certificate Numbers	Work experience
1				
2				
3				
4				
5				
6				
7				

Note: in addition, please provide scanned copies of management system auditor certificates, educational documents (diplomas and certificates), and a detailed summary for each employee (in English).

INFORMATION ON THE ACTIVITIES OF THE CERTIFICATION AGENCY OVER THE PAST YEAR

(name of agency)

1. Address of the certification agency's central office

2. List of countries in which the certification agency issues certificates

3. Addresses of the certification agency's branches in each country

4. Number of employees in the main office

5. Number of employees in branches

6. Total number of certificates issued

7. Indicate ISO standards for which notification is required

8. Methods and processes used to assess staff competence

9. Methods and processes used to assess the effectiveness of certification audits

10. Methods and processes used to monitor each auditor's work

11. List of records maintained during the certification process

12. Approved certification process requirements